

**MASSASOIT COMMUNITY COLLEGE
BOARD OF TRUSTEES
ACADEMIC AND STUDENT AFFAIRS COMMITTEE
February 6, 2013
Agenda**

- Approval of the Minutes of the December 12, 2012 Academic and Student Affairs Committee Meeting.
- College Police Report from December 2012, presented by Interim Police Chief Christopher Cummings.

**BOARD OF TRUSTEES
FISCAL AFFAIRS AND ADMINISTRATIVE POLICY COMMITTEE
MEETING
WEDNESDAY, FEBRUARY 6, 2013
IMMEDIATELY FOLLOWING THE
ACADEMIC AND STUDENT AFFAIRS COMMITTEE MEETING**

LOUISON BOARD ROOM, BROCKTON CAMPUS

AGENDA

1. Approval of the minutes of the December 12, 2012 meeting
2. Review of Personnel Action Report

(Presented by Lisa Lowery, Vice President for Human Resources)
3. Financial Updates
 - a. Commonfund Presentation

(Presented by Commonfund, the College's Investment Firm)
 - b. A-133 Audit Report

(Presented by O'Connor & Drew, the College's Independent Audit Firm)
 - c. Second Quarter Financial Report

(Presented by William Mitchell, Vice President for Administration/CFO)
 - d. All College Purpose Trust Fund

(Presented by William Mitchell, Vice President for Administration/CFO)

4. Investment Activity Report

(Presented by Sophie Lee, Comptroller)

5. Board Action(s)

- a. Recommend approval of a transfer of \$2,200,000 from Citizens Bank Operating Account for investment in the Commonfund
- b. Recommend approval of A-133 Audit Report by O'Connor & Drew
- c. Recommend approval of the Second Quarter Financial Report
- d. Recommend approval of an amount not to exceed \$36,864 with
A Tent for Rent of Dedham, MA for tents, stages, chairs and
lighting for the May 2013 Commencement
- e. Recommend approval of an amount not to exceed \$46,780 with
BKA Architects, (House Doctor) for architectural and engineering
services in order to do an office build-out in the lower level of the
Student Center

6. Other Business

REGULARLY SCHEDULED BOARD OF TRUSTEES MEETING

Louison Board Room

Brockton Campus

February 6, 2013

AGENDA

- I. Call to Order
- II. Minutes of Meetings:
 - a. Regularly Scheduled Meeting of Board
December 12, 2012

- III. Chairman's Report
- IV. President's Report
- V. Requests for Board Action
- VI. Other Business
- VII. Adjournment