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**SUBJECT:** Executive Committee Meeting Report – January 21, 2026

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The Executive Committee of the Board of Trustees met Wednesday, January 21, 2026

The committee met in accordance with the General Laws of the Commonwealth of Massachusetts, Chapter 30A and An Act Relative to Extending Certain State of Emergency Accommodations, which, among other things, extended the expiration of the provisions pertaining to the Open Meeting Law and remote meetings. All votes taken during this meeting were by roll call vote.

Present for the Committee were Trustees Immerman, Lampassi, Kezer, and Morales (chair). Also participating President Keenan and Secretary to the Board Montague.

Absent: Davis

Chair Morales called the meeting to order at 5:14 pm.

The committee had one business matter which was to review proposed changes to the committee's charter. A brief discussion ensued. Chair Lampassi presented the motion. Hearing no further discussion Trustee Kezer moved the motion, which was seconded by Trustee Immerman, and it was,

**VOTED:**        The Board of Trustees of Salem State University hereby approves the proposed revisions to the Executive Committee Charter as presented (see attached).

Voting in the affirmative:	Immerman, Kezer, Lampassi, Morales (chair)
Voting in the Negative:	None
Absent:	Davis

There being no further business to come before the committee a motion was made to adjourn. Chair Morales called for a motion to adjourn.

Trustee Immerman moved that the Executive Committee meeting adjourn, Trustee Kezer seconded and it was,

**VOTED:**        **to adjourn**

Voting in the affirmative:	Immerman, Kezer, Lampassi, Morales (chair)
Voting in the Negative:	None
Absent:	Davis

The meeting adjourned at 5:29 pm

Prepared by: L. Montague, Secretary to the Board of Trustees



## Board of Trustees Executive Committee Charter

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### Purpose:

The Executive Committee of the Board of Trustees shall be a permanent committee which will take actions as needed between scheduled meetings of the full Board, including time sensitive matters. In addition, the Executive Committee will address all matters not assigned to other permanent committees including, but not limited to, those listed under responsibilities below:

### Responsibilities:

(a) To act upon matters for the Board of Trustees, when immediate action is necessary.

(b) To consider and act upon proposals by the President for action which the Board may have generally or specifically authorized the President to take with the concurrence of the Executive Committee.

(c) To conduct upon referral from the Board formal hearings as required by law for the Board of Trustees or any Committee of Trustees and to make recommendations to the Board concerning any matter heard, provided that hearings required by law to be conducted as adjudicatory proceedings shall be governed by General Laws, Chapter 30A.

(c) To review recommendations of the President and to recommend all actions required to be taken by the Board of Trustees on personnel (excluding faculty and librarians) from appointment to termination in accordance with collective bargaining agreements, Board of Higher Education and Board policies.

(e) To review, update, and implement current affirmative action policies of the Board of Trustees and the Board of Higher Education, and to ensure compliance with State and Federal Laws.

(f) To consider legislative and public relations policy interests of the Board of Trustees and of the university and to make recommendations to the Board of Trustees with respect thereto.

~~(g) To consider, propose and recommend to the Board of Trustees the adoption, amendment or revision of the Bylaws.~~

~~(h) To review recommendations of the President and recommend to the Board of Trustees the naming of buildings, streets, ways, and other properties relating to the~~

**Commented [LM1]:** Bylaws are reviewed by the BOT secretary and general counsel for necessary updates and style changes. Proposed changes are presented to the BOT.

campus as guided by the Naming Policy of the university. Final approval regarding the adoption of said names rests with the Board of Trustees.

**Commented [LM2]:** Conflicts with Naming Opportunities and Gift Recognition Policy as of 10/15/25. See attached policy.

(i) To recommend to the Board of Trustees for appointment four members of the Salem State University Assistance Corporation Board of Directors and the SSUAC Board Chair.

**Commented [LM3]:** SSUAC appointments/reappointments have been moved to the BOT due to the high number of vacancies on the SSUAC board.

### Membership:

The Executive Committee shall be composed of the Chair and Vice Chair of the Board of Trustees, the President of the university, and three additional Board members as nominated by the Governance Committee and elected to this committee by the Board of Trustees ~~at the annual meeting~~.

### Quorum:

A majority of the members shall constitute a quorum.

### Staff Designee:

The president of the university is committee liaison.

### Meetings:

The committee ~~is expected to meet at least four times each fiscal year~~ shall meet as needed. The Chair of the Board of Trustees or the President of the university may call a meeting of the Executive Committee by declaring that an emergency condition exists. An emergency condition shall be defined as a sudden set of circumstances arising which require the need for immediate action. The Chair of the Board of Trustees or the President of the university shall fix the time and place of such emergency meeting. Meetings shall be conducted and the Secretary of the Board of Trustees shall send notice in conformity with the state's Open Meeting Law. Executive sessions may be conducted periodically and shall be limited to those matters permitted by the state's Open Meeting Law.

### Agenda, Minutes and Reports:

The chair of the committee, in collaboration with the staff designee, shall be responsible for establishing the agenda for meetings. An agenda, together with relevant materials shall be made available to committee members ~~at least five days~~ in advance of meetings. Minutes for all meetings shall be drafted by the staff designee, reviewed by the committee chair, and approved by the committee members at the following meeting.

**Commented [LM4]:** Emergency meetings may not allow for 5 days advance notice. All meetings notices will be in compliance with the Open Meeting Law.

*1/21/26 Changes proposed  
10/16/19 As amended and Approved by the Salem State University Board of Trustees  
12/2/2015 Approved by the Salem State University Board of Trustees*