



*My College. Right from the Start.*

**Minutes of the Meeting of the Massachusetts College of Liberal Arts  
BOARD OF TRUSTEES  
Thursday, December 12, 2013  
Murdock Hall Room 208**

**The following Trustees were present:**

Tyler Fairbank, Chair  
Mohan Boodram  
JD Chesloff  
Stephen Crowe  
Shirley Edgerton  
Susan Gold  
Buffy Lord  
Denise Marshall  
Alyson Stolz, Student Trustee

**The following Trustees were absent:**

James Clemmer, Vice Chair  
William Dudley

**Others present:**

Mary Grant, President  
Cynthia Brown, Vice President of Academic Affairs  
Charlotte Degen, Vice President of Student Affairs  
Marianne Drake, Chief Advancement Officer  
Monica Joslin, Dean of Academic Affairs  
Curt King, Chief Information Officer  
Bernadette Lupo, Director of Marketing/Communications  
Theresa O'Bryant, Associate Dean of Students  
Denise Richardello, Vice President of Enrollment/External Affairs  
James Stakenas, Vice President of Administration & Finance  
Laura Brown, Director of Finance  
Joseph Charon, Director of Public Safety  
Brandon Pender, Web Communications Manager  
Thomas Bernard, Director of Business Affairs  
Roberta McCulloch-Dews, Clerk

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Complying with the provisions of Massachusetts General Laws, Chapter 30 and 15A, Section 9, and with a quorum present, the Board of Trustees of Massachusetts College of Liberal Arts met at 5:32 p.m. in the Room 208 of Murdock Hall on December 12, 2013 with Board Chair Fairbank presiding.

Chair Fairbank opened the meeting by welcoming the Trustees and staff in attendance.

### **Approval of the Minutes of the October 17, 2013, Meeting of the Board of Trustees**

Upon a motion duly made and seconded, it was

**VOTED:** To approve the minutes of the October 17, 2013, meeting of the Board and all actions contained therein.

### **Report of the November 13, 2013, Fiscal Affairs Committee Meeting**

Trustee Marshall presented the following report on behalf of the committee.

The committee discussed the NEASC accreditation visit held November 3-6. Director Charon provided a public safety update. Vice President Stakenas presented the budget overview for Fiscal Year 2015 developed by the Department of Higher Education (DHE). Laurie Brown provided the Committee with the FY 2014 first quarter report. Facilities Director Kimberling updated the committee on campus projects and facilities planning.

Upon a motion duly made and seconded, it was

**VOTED:** To approve the minutes of the November 13, 2013, meeting of the Fiscal Affairs Committee and all actions contained therein.

### **Report of the November 13, 2013, Academic Affairs Committee Meeting**

Trustee Gold delivered the following report on behalf of the committee.

In keeping with the Board of Higher Education's recommendations to improve campus safety and security, Director Charon provided a public safety update. The committee received a summary from Vice President Brown about nine faculty members who proposed semester long sabbaticals for 2014-2015. In addition, one eligible faculty member deferred their sabbatical until the 2015-2106 academic year. Vice President Brown presented a summary of faculty sabbatical requests for 2014-2015. The committee discussed the NEASC accreditation visit held November 3-6.

Upon a motion duly made and seconded, it was

**VOTED:** To approve the minutes of the November 13, 2013, meeting of the Academic Affairs Committee and all actions contained therein.

### **Report of the November 13, 2013, Executive Committee Meeting**

Trustee Fairbank presented the following report on behalf of the committee.

Director Charon provided a public safety update. The committee discussed the NEASC accreditation visit held November 3-6. Trustee Fairbank presented an overview of the November 7 conference organized through the Department of Higher Education's (DHE's) Office of Trustee Relations. The committee engaged in discussions around the Board development session scheduled for February 2014; the DHE budget recommendation for FY 2015, the Trustee appointment process, and Commencement.

Upon a motion duly made and seconded, it was

**VOTED:** To approve the minutes of the November 13, 2013, meeting of the Executive Committee and all actions contained therein.

### **Report of the November 14, 2013, Student Affairs Committee Meeting**

Trustee Edgerton delivered the following report on behalf of the committee.

The committee received a presentation on student leadership from members of the Student Government Association (SGA). Director Charon provided a public safety update.

Upon a motion duly made and seconded, it was

**VOTED:** To approve the minutes of the November 14, 2013, meeting of the Student Affairs Committee and all actions contained therein.

### **Public Safety Update**

Director Charon presented the Board with an update on the arming of MCLA Campus Police officers.

He reminded the Board that the recommendation to arm Campus Police officers was part of a series of 27 recommendation on campus safety and security practices commissioned by the Massachusetts Board of Higher Education.

He noted that the February 2012 Board vote to authorize the arming of campus Police Officers required thorough training and certification of the officers prior to the arming. The vote also set a timeframe for the arming no less than six months, and no more than one year from the date of the Board vote. Finally, the Board vote included a requirement that President Grant provide the Board with a review of Campus Police arming within one year of implementation.

Director Charon reported that officers were trained, screened, and certified between February and December of 2012. The director reviewed the implementation process with President Grant who provided authorization for the officers to begin carrying firearms in December 2012.

As part of the implementation report presented as required by the Board, Director Charon noted that discussed the creation of the Campus Police Advisory Group which provided input and review throughout the implementation process. This group continues to be active in campus safety and security and community policing matters. Director Charon also observed that the arming implementation was carried out with professionalism on the part of the department and in an atmosphere of mutual respect with the campus community.

President Grant thanked Director Charon for his professionalism throughout the arming process. The president also thanked the Board for their engagement and leadership with this process.

Trustee Fairbank noted that the process was one that expanded his awareness and demonstrated how topics such as arming can be discussed in a well-thought out manner. Additionally, Trustee Fairbank suggested that there might be an opportunity to share best practices with other Trustees faced with this same issue.

### **A133 Federal Financial Aid Audit**

Trustee Marshall delivered an update on the MCLA A-133 Federal Financial Aid Audit.

In addition to the institution's annual audited financial statements, colleges and universities that receive federal funds also must submit an A-133 Federal Financial Aid Audit of campus accounts. Dave DiIulis from O'Connor and Drew provided a draft of MCLA's A-133 audit for FY 2013, which the Fiscal Affairs committee discussed during a conference call held on December 2.

The audit underscores the good work of MCLA and our Financial Aid Office in following the rules and procedures for the collection and distribution of Federal Financial Aid.

The audit addresses three findings from the A133 audit conducted in FY12, and notes that each was resolved successfully and no similar findings were noted during the FY 13 audit. During the audit an additional finding was noted related to documentation of agreements with off campus agencies who accept MCLA students receiving College Work Study funding. This oversight was corrected immediately.

There was a thorough review and discussion of the A-133 audit during this call, and the Fiscal Affairs Committee recommended Board acceptance of the audit.

Upon a motion duly made and seconded, it was

**VOTED:** Unanimously to accept the A133 Federal Financial Aid Audit.

## **President's Report**

President Grant thanked associate dean O'Bryant, and vice presidents Stakenas, Degen, and Brown for their leadership during the campus discussions on the arming of campus police. She noted that the process was one that provided opportunities for the community have open dialogue on the important issue of campus safety.

The president reported that MCLA received a draft report from the NEASC visiting team which is being reviewed for factual accuracy. Upon completion of review, the report will be returned to the NEASC visiting team chair Theo Kalikow, who will submit the final report.

President Grant recognized several members of the MCLA community who have selected the BHE retirement incentive and will be retiring at the end of December. This group, which includes long-serving employee Marion Segalla who has been with the institution since 1972, will be honored at a reception in December.

President Grant noted that a student delegation from MCLA participated in the state university appreciation day held at the State House in November. Trustee Stolz was a student speaker at the luncheon held during the event; she noted that she valued the opportunity to thank legislators for their support in keeping public higher education affordable and accessible.

In December, the Massachusetts House of Representatives Subcommittee on Student Debt held a hearing on student loan indebtedness at Berkshire Community College. The president thanked executive vice president Richardello and SGA executive vice president Brendan Peltier '15 for providing testimony before the group.

The president noted that the state university presidents recently met with Senator Elizabeth Warren to discuss key issues pertaining to public higher education: affordability, financial aid, and state funding. She also noted that House Speaker Robert DeLeo visited MCLA in November and met with faculty, students, and staff. During the visit, the Speaker and Representative Gail Cariddi hosted a community forum on campus for local officials, business leaders, and community members.

The president thanked the Trustees who were able to attend the former Trustee luncheon in November and also informed the Board that the annual Giving Thanks ceremony, which highlights employees' years of service, was held prior to Thanksgiving.

The president asked Trustee Stolz to discuss the "Lion's Den" fan section which has been created to demonstrate school pride at MCLA home basketball games.

The president thanked the Board for their leadership throughout the year. She also informed the Board that a room in the Feigenbaum Center for Science and Innovation will be named in honor of former Trustee John Chandler. Finally, the president informed the Board of the March 2014 New England Board of Higher Education (NEBHE) awards dinner in recognition of her selection to receive a New England Higher Education Excellence Award.

## **Chair's Report**

Trustee Fairbank noted that the College has experienced many highlights and cited the opening of the Feigenbaum Center for Science and Innovation and the NEASC visit as examples. He thanked President Grant for her leadership. He also thanked the Board for their work and offered best wishes to them and the MCLA team.

## **Adjournment**

There being no further business to come before the Board, and upon a motion duly made and seconded, it was

**VOTED** to adjourn the meeting at 6:34 p.m.