



My College. Right from the Start.

**Minutes of the Meeting of the Massachusetts College of Liberal Arts
BOARD OF TRUSTEES**

Thursday, May 22, 2014

Facilities Management Building

The following Trustees were present:

Tyler Fairbank, Chair
James Clemmer, Vice Chair
Mohan Boodram
JD Chesloff
Stephen Crowe
William Dudley
Shirley Edgerton
Buffy Lord
Denise Marshall
Alyson Stolz, Student Trustee

The following Trustee was absent:

Susan Gold

Others present:

Mary Grant, President
Thomas Bernard, Director of Business Affairs
Cynthia Brown, Vice President of Academic Affairs
Charlotte Degen, Vice President of Student Affairs
Marianne Drake, Chief Advancement Officer
Curt King, Chief Information Officer
Bernadette Lupo, Director of Marketing and Communications
Theresa O'Bryant, Associate Dean of Students
Denise Richardello, Executive Vice President
James Stakenas, Vice President of Administration & Finance
Laura Brown, Director of Fiscal Affairs
Charles Kimberling, Director of Facilities
Brandon Pender, Web Communications Manager
Roberta McCulloch-Dews, Clerk

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 5:04 p.m. at the Facilities Management Building on May 22, 2014 with Board Chair Fairbank presiding.

Chair Fairbank opened the meeting by welcoming the Trustees and staff in attendance. During his opening remarks, the chair thanked the president, Trustees, and staff for their contributions to MCLA's successful Commencement exercises on May 17th.

Approval of the Minutes of the March 20, 2014, Meeting of the Board of Trustees

Upon a motion duly made and seconded, it was

VOTED: To approve the minutes of the March 20, 2014, meeting of the Board and all actions contained therein.

Approval of the Minutes of the April 23, 2014 Academic Affairs Committee Meeting

Trustee Dudley presented the formal report on behalf of the committee.

The committee received an overview of the FY 2015 budget process, including a discussion of student fees. The committee also received an overview of Center for Student Success and Engagement (CSSE) initiatives and programs that support of academic completion in four years, as well as an update on state learning outcomes assessment programs and practices.

Upon a motion duly made and seconded, it was

VOTED: To approve the minutes of the April 23, 2014, meeting of the Academic Affairs Committee and all actions contained therein.

Approval of the Minutes of the April 24, 2014 Student Affairs Committee Meeting

Trustee Edgerton presented the formal report on behalf of the committee.

The committee received an overview of the FY 2015 budget process, including a discussion of student fees. The committee also received an overview of Student Government Association (SGA) goals and projects. The committee heard an update on the correlation between the Liberal Education and America's Promise (LEAP) outcomes of the Association of America Colleges and Universities (AAC&U) and student co-curricular involvement at MCLA.

Upon a motion duly made and seconded, it was

VOTED: To approve the minutes of the April 24, 2014 meeting of the Student Affairs Committee and all actions contained therein.

Action: Continuation of Presidential Authority

Chair Fairbank reminded the Board that this is an annual action taken at this time of year as the Board heads into recess for the summer.

Upon a motion duly made and seconded, it was

VOTED: Unanimously to continue the President’s authority to make such appointments and decisions that are necessary for the normal operation of the College during periods when the Board does not conduct regularly scheduled meetings.

Action: Report of Nominating Committee

Trustee Lord delivered the report on behalf of the committee. The Nominating Committee recommended to the Board that Trustee Fairbank be nominated as Chair, and Trustee Clemmer be nominated as Vice Chair for a one-year term.

Upon a motion duly made and seconded, it was

VOTED: Unanimously to approve the nominations of Tyler Fairbank as Chair and James Clemmer as Vice Chair of the MCLA Board of Trustees for a one-year term.

Approval of the Minutes of the May 7, 2014, Meeting of the Fiscal Affairs Committee

Trustee Marshall delivered the formal report on behalf of the committee.

The committee received an overview of the FY 2015 budget process, including a discussion of student fees. The State University system continues to advocate for additional funding for the State University campuses in FY 2015.

While the budget proposed by the House Ways and Means Committee included an additional \$8 million in funding for the State University campuses, this amount falls below the \$15 million proposed by the State University System as being necessary to freeze campus support fees for another year. Subsequent to the Fiscal Affairs Committee meeting, the Senate Ways and Means Committee released a budget proposal that funds the State Universities at the FY 2014 level. Budget advocacy will continue as the state budget proposals move to conference committee.

Should the additional funding for the state university system not reach the proposed level, the committee anticipates fee increases would be necessary at MCLA and the other State University campuses.

The committee agreed to propose a fee range for the coming year, based on the outcome of the state budget process.

Upon a motion duly made and seconded, it was

VOTED: To increase the campus support fee for the 2014-2015 academic year in a range from \$0-\$500, contingent on the outcome of the state budget process for FY 2015.

The committee also received an update on student account writeoffs. This is an annual action taken by the board. The College has completed its due diligence to collect \$26,441.54 in students accounts, and has deemed these funds uncollectable. While the accounts will be written off, a hold will remain on the records of the students who owe these balances against future collection opportunities.

Upon a motion duly made and seconded, it was

VOTED: To approve the recommendation to write-off \$26,441.54 in uncollectable accounts receivable.

President Grant noted that the MCLA administration will continue the practice of budgeting conservatively and modeling different budget scenarios to respond to changing information. The president noted she would convene a meeting of the Fiscal Affairs Committee over the summer to review additional budget information.

Upon a motion duly made and seconded, it was

VOTED: Unanimously to approve the minutes of the May 7, 2014, meeting of the Fiscal Affairs Committee and all actions contained therein.

President's Report

President Grant thanked the Board members who attended Commencement and extended her thanks to members of the MCLA faculty and staff for their work on Commencement activities. The president also noted the remarks of Dr. Charles Desmond, chair of the Board of Higher Education (BHE), and his reminder to the students about the impact of a liberal arts education.

The president discussed the College's annual strategic planning retreat held on May 21st. Dr. Carlos Santiago, senior deputy commissioner for Academic Affairs at the Department of Higher Education, served as keynote speaker at the retreat and provided an overview of the Vision Project as part of his presentation.

MCLA's annual TechFest took place on Tuesday, May 20th. TechFest is an annual showcase of new technologies and ways to integrate them into the classroom planned and presented by the Academic Technology Advisory Group (ATAG).

The president noted the continuing partnership with Soldier On regarding the development of resources for veterans. Soldier On, based in Pittsfield, is a private nonprofit organization which provides veteran support services.

In the wake of the closing of North Adams Regional Hospital, the president noted the College's opening of the Berkshire Medical Center Walk-in Center, hosted at MCLA's MountainOne Wellness Center. The clinic, which closed on Monday, May 19th when BMC opened its satellite emergency facility in the former North Adams Regional Hospital, helped to support MCLA students and served as a resource to the community.

The president noted the 2013-2014 year also marked the opening of two new campus buildings, the Feigenbaum Center for Science and Innovation, and the Facilities Management building. Additionally, the spring also marked the College's reaccreditation from the New England Association of Schools and Colleges (NEASC). The president thanked Cindy Brown, Tom Bernard, Kris Bendikas, and members of the campus community who contributed to the College's reaccreditation.

President Grant shared two upcoming transitions. She offered thanks and good wishes to Tom Bernard, director of Business Affairs, who will leave the College in July to assume the role of Director of Special Projects at Smith College.

The May 22nd board meeting also marked the last official meeting for Trustee Crowe. President Grant thanked Trustee Crowe for his service on the Board and noted that it was a privilege to have Trustee Crowe as a Board member, friend, and wise advisor.

Trustee Crowe noted that his time on the board has been a rewarding experience, during which he was able to observe the transformation of the campus under the tenure of President Grant. He also expressed his thanks to the College staff for their support during his time on the Board.

President Grant offered her thanks to the MCLA faculty and staff for great their work, and acknowledged their service and commitment to the College.

Chair's Report

Chair Fairbank remarked on the new the College's Facilities Management Building, the location of the Board meeting. He noted that the building symbolized the advancements of the College, and also served as an extension of the capital investments in process.

On Trustee Crowe's transition from the Board, Chair Fairbank noted: "I want to personally thank you for your wisdom, leadership, and guidance."

Chair Fairbank acknowledged the success of Commencement, and the work of the College staff in attending to every detail.

Chair Fairbank congratulated Trustee Stolz for being elected by her fellow students to another year of service on the Board. He thanked Tom Bernard for his service to the Board and extended good wishes. He also thanked the College staff for their support to the Board, and offered best regards for the summer and coming academic year.

Adjournment

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

VOTED to adjourn the meeting at 5:48 p.m.