



My College. Right from the Start.

**Minutes of the Meeting of the Massachusetts College of Liberal Arts
BOARD OF TRUSTEES ACADEMIC AFFAIRS COMMITTEE
Wednesday, November 17, 2010
Admissions Office Conference Room**

The following Trustees were present:

Richard Lamb, Chair
Jane Allen
William Dudley
Dr. Eugene Leibowitz
Joelle McDonough
Mary Grant, ex-officio

Others present:

Cynthia Brown, Vice President of Academic Affairs
Monica Joslin, Dean of Academic Affairs
James Stakenas, Vice President of Administration & Finance
Mark Berman, Chief Information Officer
Thomas Bernard, Clerk

The meeting was called to order at 12:12 p.m. by Trustee Lamb.

Red Flag Rules

Mark Berman, MCLA Chief Information Officer, provided an overview of the College's identity theft prevention program. This program aligns with the rules issued by the Federal Trade Commission (FTC) on how financial institutions and other creditor entities should deal with the red flags of identity theft. MCLA is subject to these rules, and the College has developed a program identifying red flags and the actions required when a red flag is found.

The FTC rules are expected to take effect on December 31, 2010. Departments that deal with financial and other personal data (e.g., the bursar and financial aid offices) have received training on how to recognize and manage red flags. Information about red flag rules will also be part of a security awareness training program that is being developed for all College staff. MCLA's red flag program is consistent with other Massachusetts public higher education institutions, but contains elements unique to MCLA's operations.

Minor changes to improve the document were recommended by the Committee.

The Committee endorsed the recommendation to adopt the identity theft prevention program that will be advanced to the full Board by the Fiscal Affairs Committee.

Sabbatical Requests

Vice President Brown presented faculty sabbatical requests for 2010-2011. There are five applicants for semester long sabbaticals:

Doug Jenkins, Assistant Professor of Theatre, Fall 2011

Paul Nnodim, Professor of Philosophy, Fall 2011

Christine Condaris, Professor of Music Spring 2012

Susan Edgerton, Professor of Education, Spring 2012

Christopher Thomas, Associate Professor of Mathematics, Spring 2012

Following a discussion of all requests, the committee agreed with the recommendation to support these requests, subject to funding. Vice President Brown will work with the Department Chairs concerning the budget implications of the sabbatical requests. While these are all very strong proposals and faculty, some of these requests could be deferred in recognition of budget implications.

A key part of the MCLA sabbatical program is having faculty share their experiences and findings with their colleagues and the campus community. The Brown Bag lecture series is an important component of this process.

Faculty Searches

Currently, there are several faculty searches underway. These include searches in: Art, Biology, Computer Science, Education, History, Math, Psychology, and Sociology.

These searches support the MCLA goal to build toward approximately 100 full-time tenure track faculty. The searches will involve significant networking to reach more applicants and to deepen diversity within applicant pools.

Berkshire Readiness Center/Center for Educator Excellence

Vice President Brown reported on MCLA's new teacher induction program for Berkshire County educators. This program supports required mentoring work for new educators, and supports the development of a professional learning community for new educators. The cohort of 35 educators participating in the program this year meets monthly to share resources and identify common needs, challenges and opportunities. During a recent session, participants discussed opportunities to connect with area cultural organizations as teaching sites and programmatic resources.

Vice President Brown also discussed the countywide professional development day held across the county on October 29. MCLA hosted one of the program sessions, a presentation for educational technology specialists from throughout the county, led by the MCLA Academic Technology Center staff.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:11 p.m.