



My College. Right from the Start.

Minutes of the Meeting of the Massachusetts College of Liberal Arts

BOARD OF TRUSTEES

Thursday, May 23, 2013

Murdock Hall Fitzpatrick Room

The following Trustees were present:

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

The following Trustee was absent:

Susan Gold

Others present:

Mary Grant, President
Cynthia Brown, Vice President of Academic Affairs
Charlotte Degen, Dean of Students
Marianne Drake, Chief Advancement Officer
Monica Joslin, Dean of Academic Affairs
Bernadette Lupo, Coordinator of Marketing and Communications
James Stakenas, Vice President of Administration & Finance
Denise Richardello, Vice President of Enrollment and External Relations
Gerald Desmarais, Treasurer
Charles Kimberling, Director of Facilities
Curt King, Chief Information Officer
Theresa O'Bryant, Associate Dean of Students
Alyson Stolz, MCLA Student Trustee-Elect 2013-2014
Thomas Bernard, Clerk
Virginia Menard, Assistant to the President

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 5:03 p.m. in the Fitzpatrick Room of Murdock Hall on May 23, 2013 with Board Chair Crowe presiding.

Chair Crowe and President Grant opened the meeting by asking Trustee Peluso to introduce Student Trustee-Elect Alyson Stolz. Ms. Stolz, a member of the class of 2014, is an Athletic Training major and a member of the women's basketball team.

Approval of the Minutes of the March 21, 2013, Meeting of the Board of Trustees

Upon a motion duly made and seconded, it was

VOTED: To approve the minutes of the March 21, 2013, meeting of the Board and all actions contained therein.

Approval of the Minutes of the April 24, 2013, Meeting of the Fiscal Affairs Committee

Trustee Clemmer delivered the report on behalf of the committee.

The committee received an update on the state budget process for FY 2014. President Grant noted that the University of Massachusetts system proposed to the legislature a plan to move the system toward a state appropriation level that would fund 50% of campus operations, with the university committing to not raise student fees for the coming academic year.

The state university system proposed a similar agreement to reach the 50% funding level over the course of several years – with additional funding appropriated to support negotiated collective bargaining increased – with a commitment not to raise fees for the upcoming academic year should the legislature appropriate additional operating funds for FY 2014.

The committee also discussed student fees for the 2013-2014 academic year, in light of the state budget process. Should the FY 14 budget include the proposed increase for the state university system, MCLA would not raise the campus support fee for the 2013-2014 academic year. However, if the proposed funding is not included in the final budget bill, we anticipate some level of fee increase will be necessary.

After discussion of these scenarios, 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 2013-2014 academic year in a range from \$0-\$500, contingent on the outcome of the state budget process for FY 2014.

At the April 24 meeting, President Grant also informed the committee that Treasurer Desmarais would be retiring in the fall. The president and the committee thanked him for his many years of service to the College.

Upon a motion duly made and seconded, it was

VOTED: Unanimously to approve the minutes of the April 25, 2012, meeting of the Fiscal Affairs Committee and all actions contained therein.

Upon a motion duly made and seconded, it was

VOTED: To approve the minutes of the April 4, 2012 Executive Committee meeting and all actions contained therein.

Approval of the Minutes of the May 23, 2013, Meeting of the Fiscal Affairs Committee

Trustee Clemmer delivered the report on behalf of the committee.

The committee received an update on the funding for the Center for Science and Innovation and the Ashland Street warehouse project. As the Center for Science and Innovation project nears completion, the College will, commit \$1.2 million in institutional resources toward furniture and equipment for the building. Construction bids for the Facilities building have been opened and costs are in line with previous estimates. Construction of the new Facilities building will cost \$2.1 million.

Upon a motion duly made and seconded, it was

VOTED: To authorize borrowing \$3.3 million to fund furniture and equipment for the MCLA Center for Science and Innovation and the construction of the new Facilities building on Ashland Street.

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 \$59,590.82 in student 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: Unanimously to approve the recommendation to write-off \$59,590.82 in uncollectable accounts receivable.

The committee discussed the progress of the state budget process. While the House budget proposal included additional funding for the state university system, and provided funding for negotiated collective bargaining increases as a separate line item, the Senate proposal includes

collective bargaining within the overall appropriation for each state university. The joint House and Senate conference committee will not take up the budget proposal.

We will continue to monitor the state budget, and campus enrollment projections for 2013-2014 throughout the summer, and will continue the practice of budgeting conservatively and modeling different budget scenarios to respond to changing information. President Grant noted the possibility of convening 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 23, 2013, meeting of the Fiscal Affairs Committee and all actions contained therein.

Approval of the Minutes of the May 9, 2013, Meeting of the Academic Affairs Committee

Trustee Dudley delivered the report on behalf of the committee.

Topics discussed at the meeting included the FY 2014 budget, and an update on campus and state learning outcomes assessment programs and practices. In addition, the committee received a presentation on programs and services at Freel Library. The work of the library is guided by a strategic plan for Freel that aligns with the MCLA strategic plan, and is focused on the evolution of the library as both a physical and virtual learning space.

Upon a motion duly made and seconded, it was

VOTED: To approve the minutes of the May 9, 2013, meeting of the Academic Affairs Committee and all actions contained therein.

Approval of the Minutes of the May 7, 2013, Meeting of the Student Affairs Committee

Trustee Fairbank delivered the report on behalf of the committee.

Topics discussed at the meeting included the FY 2014 budget. The committee also received an overview of the Center for Student Success and Engagement (CSSE). The Center, located in Eldridge Hall, integrates the work of several campus offices, including advising, career, and learning services. A signature accomplishment of CSSE has been the development of the "MCLA in 4" program, which provides students with a 4-year plan for completing a major and fulfilling graduation requirements. The committee also heard about the Individual Enrichment Program offered through CSSE, and the opportunities that are available through MCLA's career services function to provide expanded outreach with the local business community and to expand internship opportunities with local organizations.

Upon a motion duly made and seconded, it was

VOTED: To approve the minutes of the May 7, 2013, meeting of the Student Affairs Committee and all actions contained therein.

Action: Continuation of Presidential Authority

Chair Crowe 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.

Chair's report

Chair Crowe noted that he received a communication from the Department of Higher Education acknowledging receipt of the letter sent on behalf of the board in response to presidential search, evaluation, and compensation guidelines proposed for consideration by the Board of Higher Education. Chair Crowe also spoke with Jennifer Perkins, the new director of the Office of Trustee Relations within the Department of Higher Education. He invited her to attend the September meeting of the Board, and also to schedule a meeting with President Grant. The Board discussed these communications and noted that MCLA offers a number of best practices in the areas of Board governance, and that the close working relationship between the president and the Board serves the College well.

Trustee Crowe thanked Trustee Peluso for his service as student trustee. He expressed his thanks to the Board, and to the College staff, for their support during his term as Board Chair.

President's report

President Grant thanked the Board members who attended Commencement. She thanked Trustee Gold for hosting a reception for this year's honorary degree recipients, and extended her thanks to the members of the MCLA faculty and staff for their work on Commencement activities. The president discussed the College's annual strategic planning retreat held on May 22nd. She thanked Trustee Chesloff for serving as a presenter at the retreat and for offering his perspective on business and employer needs and the value of the liberal arts and civic engagement for businesses. President Grant thanked Trustee Edgerton and Trustee-Elect Stolz for representing the Board at the retreat.

President Grant reported that MCLA's athletic training program was notified of its successful accreditation by the Commission on Accreditation of Athletic Training Education (CAATE); she thanked Dean Joslin for her leadership on the College's accreditation efforts.

President Grant noted that the governor's Science, Technology, Engineering, and Mathematics (STEM) Council met at Berkshire Community College on Thursday, May 23rd. Among the presenters at the meeting were Trustee Chesloff, Dean Joslin, and MCLA STEM coordinator Chris Himes. Michael Wheelock '13, a double major in computer science and math, also gave a presentation at the meeting.

MCLA's annual TechFest took place on Tuesday, May 21st. 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). Rebecca Petersen, research director at edX, provided the keynote presentation.

The 2013 season of *DownStreet Art* kicks off on Thursday, June 20. Planning is underway for a range of fall programs and activities including the ribbon cutting for the MCLA Center for Science and Innovation, and programs commemorating significant anniversaries in the Civil Rights movement.

President Grant offered her thanks to the MCLA staff, and to the members of the Board for their service and commitment to the College. She thanked Trustee Crowe for his service as Board Chair and extended thanks to Trustee Fairbank for taking on that leadership role for the coming year.

Executive Session

Upon a motion duly made and seconded, and upon a unanimous roll call, it was

VOTED to go into Executive Session, and not return to open session, at 6:10 p.m.

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 6:30 p.m.