



*My College. Right from the Start.*

**Minutes of the Meeting of the Massachusetts College of Liberal Arts  
BOARD OF TRUSTEES  
Thursday, October 23, 2014  
Murdock Hall Room 218**

**The following Trustees were present:**

Tyler Fairbank, Chair  
James Clemmer, Vice Chair  
Mohan Boodram  
Lisa Chamberlain  
JD Chesloff  
William Dudley  
Shirley Edgerton  
Susan Gold  
Buffy Lord  
Denise Marshall  
Alyson Stolz, Student Trustee

**Others present:**

Mary Grant, President  
Cynthia Brown, Vice President of Academic Affairs  
Marianne Drake, Chief Advancement Officer  
Monica Joslin, Dean of Academic Affairs  
Theresa O'Bryant, Interim Vice President of Student Affairs  
Denise Richardello, Vice President of Enrollment/External Affairs  
James Stakenas, Vice President of Administration & Finance  
Bernadette Alden, Director of Marketing and Communications  
Ginger Menard, Clerk

Kristina Bendikas, Associate Dean for Planning and Assessment  
Laura Brown, Director of Fiscal Affairs  
Joseph Charon, Director of Public Safety  
David Dilulis, O'Connor & Drew P.C.  
Curt King, Chief Information Officer  
Roberta McCulloch-Dews, Assistant to the President  
Brandon Pender, Web and Communications Manager  
Jonathan Secor, Director, Berkshire Cultural Resource Center

James Canavan  
Ed Damon, reporter  
Mary Redstone

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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 5:31 p.m. in the Room 218 of Murdock Hall on October 23, 2014 with Board Chair Fairbank presiding.

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Chair Fairbank opened the meeting 5:32 p.m.

President Grant offered thanks to Jonathan Secor, director of the Berkshire Culture Resource Center, as he wraps up his tenure at MCLA. She noted that Secor was instrumental in the opening of MCLA's Gallery 51, and established partnerships with the College and local artists, while strengthening the connection with downtown North Adams. He was also one of the founders of the Berkshire Hills Internship Program (BHIP) which was established in response to the vibrant cultural economy and has provided opportunities for numerous young arts administrators, many of whom are still working in the region. President Grant commended Secor for his commitment to students and his incredible work resulting in a united sector of artists and community.

### **Approval of the Minutes of the September 11, 2014, Meeting of the Board of Trustees**

Upon a motion duly made and seconded, it was

**VOTED:** To approve the minutes of the September 11, 2014, meeting of the Board and all actions contained therein.

### **Report of the October 8, 2014, Fiscal Affairs Committee Meeting**

Trustee Marshall presented the report on behalf of the committee.

She noted the committee received an overview of the Clery Report from Director of Public Safety, Joe Charon. David DiIulis (O'Connor & Drew) provided the Committee with a report on the FY 2014 audit. She indicated that Mr. DiIulis was present and would be discussing the audit following her report. The committee also received an update on the FY2014 4<sup>th</sup> Quarter revenue report and she extended thanks on behalf of the Board to Jim Stakenas, Laura Brown, and Jennifer Macksey for their detailed records, daily diligence, and assistance with the audit process.

Upon a motion duly made and seconded, it was

**VOTED:** To approve the minutes of the October 8, 2014, meeting of the Fiscal Affairs Committee and all actions contained therein.

### **Review of FY 2014 Audit Report**

David DiIulis (O'Connor & Drew) provided the Committee with a report on the FY 2014 audit. The audit provides an unmodified opinion of the College's financial position.

Mr. DiIulis reviewed a prepared document on required communications with the committee that outlined the Auditors' responsibilities as well as accounting policies and the various steps taken during the audit. He also noted that no audit adjustments were needed. He shared that in addition to auditing the College's financial statements in accordance with Government Auditing Standards, the auditor also will complete an A133 Federal Financial Aid audit which will be reviewed at an upcoming meeting. Additionally, the college is on a 3 year cycle for the Massachusetts Financial Aid Audit and that will be completed this fiscal year as well.

Mr. DiIulis then reviewed in detail the audited financial statements and footnotes for the year ending June 30, 2014. As part of this review, he highlighted the significant increase in capital assets as result of the completion of the Feigenbaum Center for Science and Innovation and the new Facilities Management building.

Mr. DiIulis shared documents that compare the College's financial position with the other four state universities audited by O'Connor & Drew. MCLA's composite score shows the institution to be in significant financial health. Chair Fairbank offered that the financial health is due to the tremendous leadership and hard work of the Administration & Finance staff.

Upon a motion duly made and seconded, it was

**VOTED:** Unanimously to accept MCLA's FY 2014 audited financial statements.

### **Report of the October 8, 2014, Academic Affairs Committee Meeting**

Trustee Dudley reported on behalf of the committee.

He noted that Director Charon also shared the Clery report at the committee meeting. Trustees then received an overview of both the STEM and Undergraduate Research programs. He highlighted the receipt of the prestigious National Science Foundation grant which will enable growth in the STEM programs as well as provide scholarships. The Undergraduate Research program encompasses all departments and majors on campus and is a significant component of the College's curriculum. The committee also received reports on faculty searches for five tenure track positions.

Upon a motion duly made and seconded, it was

**VOTED:** To approve the minutes of the October 8, 2014, meeting of the Academic Affairs Committee and all actions contained therein.

### **Report of the October 8, 2014, Student Affairs Committee Meeting**

Trustee Edgerton delivered the report on behalf of the committee.

She noted that the committee also received an update on the Clery Report from Director Charon and a staffing update on the Student Affairs Division from Theresa O'Bryant, interim vice president of Student Affairs. The Student Government Association (SGA) reported on their goals for the fall, their commitment to establishing connections and building relationships with the campus community, as well as their continued commitment to community service.

Trustee Lord recognized their hard work at the recent Sam Gomez race which raised over \$2,600 for the Northern Berkshire YMCA. Trustee Stolz shared that the planning of the race took many months and that all members of the SGA Executive Board have similar programs/events which they spearhead throughout the academic year.

Upon a motion duly made and seconded, it was

**VOTED:** To approve the minutes of the October 8, 2014, meeting of the Student Affairs Committee and all actions contained therein.

### **Report of the September 11, 2014, Enrollment Management Committee Meeting**

Trustee Boodram provided an update on behalf of the committee. The committee met prior to the Board meeting and discussed retention initiatives. Dean Joslin presented information to the committee on the Center for Student Success & Engagement (CSSE) and noted there is goal of boosting 4 year graduation rates and working with closely with students whom have not yet declared a major.

The Admissions Office has three weeks remaining in the recruiting season and early results are encouraging with an increase in both inquiries and applications.

Trustee Clemmer commended President Grant for convening the Enrollment Management Committee as it is important for the Board to better understand the challenges of admission, enrollment, and retention.

### **Report of the October 8, 2014, Executive Committee Meeting**

Trustee Fairbank presented the report on behalf of the committee.

The committee met with the search consultant, Nancy Martin of Archer~Martin Associates, and discussed the presidential search process along with qualities needed in the next president. The

committee discussed the benefits of shortening the timeline of the search process and a new timeline was accepted with a target of submitting the name of the next president at the March 10 BHE meeting

Trustee Edgerton noted that she was in attendance in the meeting rather than participating via conference call. The minutes will be edited to accurately reflect this.

Upon a motion duly made and seconded, it was

**VOTED:** To approve the minutes of the October 8, 2014, meeting of the Executive Committee and all actions contained therein.

### **Report of the October 21, 2014, Search Committee Meeting**

Trustee Gold, Co-Chair of the Search Committee, reported on the meeting. A draft of the Presidential Leadership Profile was reviewed and the Board has received a final draft for review. Any comments should be sent to Mary Ellen Olenyk, She noted that this document reflects many hours of hard work from the Search Committee, staff, and search consultant, Nancy Martin. Martin spent approximately six days on campus and held numerous focus groups to gather input for this profile.

Chair Fairbank stressed the importance of this document as it will be the initial source of information for potential candidates. He commended Trustees Gold and Boodram for their extensive and detailed work. In order to completed any final edits and review the final copy with graphics it was suggested that the co-chairs work with Chair Fairbank and Human Resources Director, Mary Ellen Olenyk, to bring the document to completion which will then be posted online and distributed by the search firm..

Upon a motion duly made and seconded, it was

**VOTED:** To authorize Trustee Gold and Trustee Boodram to approve the final Leadership Profile for posting and distribution.

Chair Fairbank noted that once the profile is published the search will enter a quieter phase during which time the candidate pool will be built. The Search Committee will then review resumes and select candidates for the round of confidential interviews. It is from this group that finalists will be selected for open interviews on campus.

### **Annual Security and Fire Safety (Clery) Report**

Director Charon provided an overview of MCLA's 2014 security and fire safety report, also known as the Clery report. He summarized the reporting process and requirements for annually reporting campus security and fire safety data required to be publicly posted by October 1<sup>st</sup> every year. Additional categories in the report this year include domestic violence, dating violence, and stalking. He shared that the true intent of the report is to be a safety and security guide and that it

reflects the efforts of the campus police department and the College to community-based efforts to provide the safest possible living and learning environment. The decline in statistics such as drug and alcohol use reflect a deliberate and intentional effort on education, prevention, and enforcement. The Clery report is available online and Director Charon has notified the campus community that it has been posted.

Director Charon extended his thanks to all in the community who have provided assistance in the past weeks as a number of incidences occurred on campus and in the surrounding neighborhood. He shared that an arrest had been made in conjunction with the bomb threat and that safety protocols are being reviewed and tested.

## **President's Report**

President Grant offered that this report is bittersweet as it will be her last as President of MCLA. She reflected on the recent Alumni weekend, the Sam Gomez race, and the Hardman lecture with Nicholas Kristof, attended by over 800 people. Earlier today the Freel Library opened a newly furnished space on the lower level with furniture donated by the class of 2014, a wonderful example of student philanthropy. These are just a few illustrations of the College's engaged community, MCLA's important role in the community, and its commitment to providing access to education, the liberal arts, and promoting engaged citizenship.

She shared that Massachusetts Commissioner of Higher Education, Richard Freeland, will retire at the end of the academic year as will President Gurnon of Massachusetts Maritime Academy. Additionally, President Mohler-Faria of Bridgewater State and President Antonucci of Fitchburg State had previously announced their plans to retire in the coming year. This will make for a changed landscape in higher education in Massachusetts.

President Grant then reflected on the Trustees with whom she has worked over the past twelve years and noted that they are the standard-bearers in terms of stewardship, governance, and commitment. It is an amazing group that gives of their time voluntarily to benefit the College, the community and, most importantly, the students.

She then offered special reflections and memories of the exceptional staff with whom she has worked most closely during her tenure including Denise Richardello, Jim Stakenas, Monica Joslin, Charlotte Degen, Marianne Drake, Theresa O'Bryant, Cindy Brown, Bernadette Alden, Joe Charon, Jake Eberwein, Laurie Brown, Brandon Pender, Kris Bendikas, Curt King, Roberta McCulloch-Dews, and Ginger Menard.

President Grant recognized SGA Trustee, Nicholas Heringle, and Student Trustee, Alyson Stolz, as two examples of impressive student leaders on campus. She thanked them on behalf of their fellow students for making her time at MCLA extremely special.

She tearfully expressed her deep thanks and appreciation for all those who have touched her life over the past twelve years including faculty, staff, community members, colleagues, Trustees, and students who are at the heart of everything we do.

Trustee Clemmer shared some final thoughts on behalf of the Board. He noted how important President Grant has been to everyone who has come through this campus and the greater community as well. She has been a tireless advocate for the College and community as evidenced by her many, many trips to Boston. He deeply admires the significant changes she has made at MCLA and the campus is what it is today because of her. Though there are not enough words to honor her and her work, if he had to choose just one descriptor it would be “inspiration”. It is unique gift to be able to inspire all those with whom you cross paths and on behalf of the Board he is immeasurably grateful that all those at MCLA have benefitted from this gift.

Chair Fairbank extended his gratitude to Jim Canavan for his enduring support and commitment to the College and for being MCLA’s #1 fan.

On behalf of the Board he also thanked President Grant for providing transformational leadership to the campus, city, region, and state, adding that her tenure has been nothing short of extraordinary

### **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 6:52 p.m.