



My College. Right from the Start.

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

**Tuesday, September 27, 2011
Murdock Hall Fitzpatrick Room**

The following Trustees were present:

Stephen Crowe, Chair
Tyler Fairbank, Vice Chair
Jane Allen
James Clemmer
William Dudley
Shirley Edgerton
Susan Gold
Richard Lamb
Dr. Eugene Leibowitz
Joelle McDonough
Jaynelle Bellemore, Student Trustee

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
Denise Richardello, Vice President of Enrollment/External Affairs
James Stakenas, Vice President of Administration & Finance
Bernadette Lupo, Coordinator of Marketing and Communications
Ginger Menard, Assistant to the President
Thomas Bernard, Clerk

Mark Berman, Chief Information Officer
Chesley Burke, Institutional Advancement
Joseph Charon, Director of Public Safety
Gerald Desmarais, Treasurer
John Durkan, MCLA Beacon
Todd Foy, MCLA Student Government Association President
David Graupman, Residential Programs and Services
Charles Kimberling, Director of Facilities
David Langston, English/Communications Professor

Others present (continued):

Elizabeth Macksey, Administration & Finance
Christine Naughton, Institutional Advancement
Dana Rapp, Education Professor, MSCA Chairperson
Heidi Riello, Counseling Services
Andrew Roiter, Iberkshires.com
Marilyn Truskowski, Director of Human Resources
Michelle Williamson, Admissions

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 5:00 p.m. in the Fitzpatrick Room, of Murdock Hall on September 27, 2011 with Board Chair Crowe presiding.

Chair Crowe opened the meeting by welcoming everyone back for the new academic year.

President Grant formally introduced and welcomed Jaynelle Bellemore, the Student Trustee for the 2011-2012 academic year. She also welcomed the new and veteran members of the MCLA staff in attendance.

Approval of the Minutes of the May 26, 2011, Meeting of the Board of Trustees:

Upon a motion duly made and seconded, it was

VOTED: To approve the minutes of the May 26, 2011, meeting of the Board and all actions contained therein.

Report of the July 14, 2011, Executive Committee Meeting:

Chair Crowe delivered the report on behalf of the committee. There were two action items presented at the meeting.

The committee reviewed the MCLA naming opportunities guidelines for buildings and facilities. The Board of Trustees has the authority to name College properties and programs, and the guidelines provide a framework to facilitate this process. The committee voted to recommend adoption of the guidelines to the Board of Trustees.

Upon a motion duly made and seconded, it was

VOTED: To adopt the MCLA naming guidelines.

Following the approval of the naming policy, the committee discussed the opportunity to name the MCLA Church Street Center auditorium in honor of Eleanor Furst Roberts, whose bequest funds the MCLA Hardman Endowment. The committee voted to recommend this naming opportunity to the Board of Trustees for acceptance.

Upon a motion duly made and seconded, it was

VOTED: To name the MCLA Church Street Center auditorium in honor of Eleanor Furst Roberts.

Other topics covered at the meeting included a fundraising update, and a budget and campus project update.

Upon a motion duly made and seconded, it was

VOTED: To approve the minutes of the July 14, 2011, meeting of the Executive Committee and all actions contained therein.

Report of the September 12, 2011, Executive Committee Meeting:

Chair Crowe delivered the report on behalf of the committee. There was one action item presented at the meeting.

The committee reviewed a proposal to name the annual fall presentation of the MCLA Public Policy Lecture Series in honor of a well-known figure in the field of public policy. The committee had a detailed discussion about the naming opportunity, ongoing funding and endowment of the series, and the process for advancing the naming work in time for the fall 2011 lecture. The committee recommended approval of the proposal, subject to contingencies.

Upon a motion duly made and seconded, it was

VOTED: To approve the proposed naming of the fall Public Policy Lecture, contingent upon receipt of a signed pledge to provide the necessary funds for the annual speaker and all expenses associated with the lecture, as well as a pledge to endow the event “in perpetuity.”

Other topics covered at the meeting included a budget update and a strategic planning update.

Upon a motion duly made and seconded, it was

VOTED: To approve the minutes of the September 12, 2011, meeting of the Executive Committee and all actions contained therein.

Public Safety Update

Director of Public Safety Joseph Charon provided an update on the progress and process of work in the department of Public Safety. He informed the Board that the department recently relocated to offices on Ashland Street.

Director Charon then updated the Board on the progress of research and development work related to the arming of MCLA campus police officers. He informed the board that he researched arming policies at the other Massachusetts State University campuses, and visited campus police departments at other institutions; identified the process for conducting psychological screening (emotional and psychological suitability) of police officers being considered for issuance of duty firearms; researched training and professional development opportunities; and identified the one time implementation and annual costs of arming MCLA campus police officers.

Campus-based community meetings designed to update student, faculty, and staff groups on the process will continue throughout the fall semester. These conversations will inform a subsequent presentation to the Board of Trustees related to the arming of Campus Police Officers

President Grant thanked Director Charon for his continuing work around this issue.

Chair's Report

Chair Crowe reminded the Trustees about two required annual forms they must complete: the MCLA Confidentiality Agreement and the MCLA Disclosure Questionnaire. He requested that all Trustees complete and return these forms to Thomas Bernard in the MCLA President's Office.

President's Report

President Grant informed the Trustees that the members of the MCLA senior staff would present information about their respective divisions. These presentations were designed to give the board a sense of the issues in each division and to set the stage for some of the discussion and action items that would come before the committees of the Board during the course of the academic year.

She noted that accessibility continues to be an important issue relative to MCLA's place in the community and its role as the Commonwealth's public liberal arts college.

President Grant reported on progress in the College's strategic planning process and the work of the College's Strategic Planning Task Force. She thanked Trustee Leibowitz for representing the Board on the task force. The work of the task force and the process of campus input led to the development of a plan focused around the following goals:

- Excellence in Teaching and Learning
- Supportive and Inclusive Community
- Responsive and Intentional Stewardship
- Public Purpose and Engagement

The president informed the Trustees that MCLA had been ranked within the Top Ten public liberal arts college by *U.S. News and World Report* in their annual ranking of colleges and universities. She noted that this recognition reflects the hard work, commitment, and dedication of the MCLA faculty and staff.

President Grant reminded the Trustees about the groundbreaking for the MCLA Center for Science and Innovation. She noted that building construction is expected to take 18-21 months, and that the renovation of Bowman Hall will follow construction of the science center. She thanked Dean Joslin for her close work with faculty on the project, and Vice President Stakenas for his close partnership with state agencies in the planning and design work.

Division Updates

Enrollment Management: Vice President Richardello provided a profile of new students. She reported strong growth in the area of transfer admissions, and on the importance of relationship building in recruiting these students. She offered data and statistics about admissions, and in particular about the growth in financial need among applicants, and the work of enrollment management staff in ensuring affordability.

Student Affairs: Dean Degen provided an overview of programs in the student affairs division. She highlighted the strong retention of students who participate in athletics. She discussed the range of programs through which students get involved in the campus and local communities, and the connections between service programs and residence life.

Academic Affairs: Vice President Brown reported on divisional priorities for the coming year, including the Berkshire Readiness Center, continued development of the Center for Student Success and Engagement (CSSE), and ongoing work to strengthen the culture of assessment at MCLA. She discussed the planning work being done to prepare for MCLA's next accreditation visit by the New England Association of Schools and Colleges (NEASC), which will take place in 2013.

Dean Joslin noted the importance of faculty professional development and scholarship. She discussed the connections between academic program development such as the Professional MBA and the College's strategic plan.

Administration and Finance: Vice President Stakenas noted that the MCLA budget process is connected to the College's strategic plan. He highlighted the connection between reduced state appropriation and increases in student fees, but noted that MCLA does not pursue a strategy of balancing the budget via increased student fees alone. He discussed current and upcoming capital projects, and the important role of effective technology deployment across all divisions.

Institutional Advancement: Chief Advancement Officer Drake reported that the Center for Science and Innovation provides a unique fundraising opportunity for MCLA. She noted that in light of the financial need demonstrated by students, the Office of Institutional Advancement will prioritize fundraising to support student scholarships. She updated the Board on the planning work being done around the College's capital campaign, the connection between funding needs, opportunities, and the MCLA strategic plan, and the important role of volunteers in the campaign work. She thanked the Trustees for their support.

Executive Session

Upon a motion duly made and seconded, and a roll call vote of the Board, it was

VOTED: To go into executive session for the purposes of discussing the Board's annual evaluation of the president.

During the Executive Session Trustee Dudley led a discussion on the performance evaluation of President Grant.

Following the discussion and upon a motion duly made and seconded, and a roll call vote of the Board, it was

VOTED: To reconvene in open session.

Trustee Crowe reported on the president's evaluation. The Board commented on the president's exemplary performance and expressed their disappointment that the evaluation process limits the Board's ability to reward President Grant's achievements.

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 6:45 p.m.