



**Student Affairs Committee  
of the Board of Trustees**

**MINUTES**

April 17, 2025

**Members in Attendance:** J. Clarke-Mitchell\*, W. Garrity, B. Lord

**Staff in Attendance:** J. Birge – President, K. Kozak – Clerk, J. Smith – VP, Student Affairs, J. Mendel – Chief of Staff, T. Napolitano – Career Services

\* denotes virtual attendance

As allowed by executive order of the Governor of Massachusetts, in compliance with the provisions of Massachusetts General Laws, Chapter 30 and 15A, Section 9, and with a quorum present via audio/video-conference and in person at the President's Office Conference Room at MCLA, the Student Affairs Committee of the Board of Trustees with Chair Clarke-Mitchell presiding was called to order at 8:31 a.m.

Chair Clarke-Mitchell invited the staff to present on the following topics:

1. Career Services - T. Napolitano
  - a. Mr. Napolitano provided an update regarding career services. He works with students on resume and cover letter development, developing letters of recommendation and references, developing strong interview skills,
  - b. He has added a dynamic form for the internship process which has streamlined it. Career Services also keeps extensive data on internships including from past years.
  - c. He connects students with job opportunities, utilizes MCLA career services Facebook page, tv monitor advertising, also utilizes Handshake Technology tool which alumni also can access. There is also a virtual job fair on Handshake. Handshake is both a recruiting and application searchable tool.
  - d. Offers on-campus tabling recruiting opportunities. This is very successful, as well.
  - e. There is also an open house and networking event in collaboration with Corporate Relations
  - f. CS office also works with students on graduate school searches and applications.
  - g. Mr. Napolitano presented several success stories of students moving on to jobs and grad school. It is a comprehensive program.
2. Wellness Fee J. Smith
  - a. Dr. Smith noted that MCLA received a federal grant to support student mental health. As we transitioned off this grant we developed a plan to move this program forward

with institutional support. An increase in the student wellness fee was discussed with students who recommended implementing the fee.. There was discussion with the Committee that the wellness center is a valuable resource for students. The fitness center is also supported as part of this program although there seems to be less usage overall. Dean Morrill is also working with students to help introduce them to the fitness center and feel more comfortable. The wellness fee supports multiple dimensions of wellness. It was noted that there may also be support available from the state. The federal grant is ending next year as planned.

3. Bill S.939-An Act establishing the Massachusetts Hunger-Free Campus Initiative- W. Garrity
  - a. Trustee Garrity presented a draft letter that he is requesting the Trustees review for the potential to provide a letter of support. There was discussion that the Committee and leadership feel this is an important topic and a good idea. President Birge will assist Trustee Garrity in formatting the letter.

Upon motion made and duly seconded, upon a roll-call vote, it was unanimously

**VOTED:** To refer to the full Board for action the draft letter of support for Senate Bill 939

4. SGA Update on elections results and new Student Trustee W. Garrity  
Elections in March – Trustee Garrity did not run for re-election and will be replaced by Allie Bayer. He is grateful for the opportunity to be on the Board. The Committee appreciates his service to the Committee and the Board and has enjoyed working with him.
5. A Brief Review of Spring Accomplishments J. Smith  
Dr. Smith presented recent highlights from Student Affairs.
  - a. Student Athletes –
    - i. We have a competitive eSports team. These students are building community and have completed an outside competition. Men’s Hockey – played in MASCAC championships, Hockey Goalie Gover also plays Golf and received MASCAC award.
    - ii. Softball turf field has been very helpful. They are having a good season with a new coach who is doing well.
  - b. SGA Sam Gomez Race – SGA hosts this annually. This year they had over 50 runners, raised over \$3,300 both of which are records.
  - c. MCLA Public Safety and Campus Police Academy Graduate – There is extensive preparation and training for this role. MCLA public safety officers are sworn special state police officers; Logan Keyes will graduate in May from the Academy.. We also have an Institutional Security Officer (ISO) position that is an entry point to the department and accessible to students. NEACUHO Regional Conference – We hosted this conference for the New England Housing organization. Brendon Goodridge our Director of Res Life is their president-elect and it was an excellent opportunity to showcase our campus to this professional organization.
  - d. There was discussion by the Committee of the enthusiasm of Dr. Smith in her role. There was further discussion of blue safety lights around campus.

6. Other Business

Chair Clarke-Mitchell

- a. Sexual Assault Prevention Month – Dr. Smith noted that we have a denim day program and are also participating in a discussion of the film Role Play. It was suggested to partner with Jeremy Winchester of MOSAIC to help attract the national program.
- b. National Tour of MacBeth is also on campus and featuring an alum. The Dear World program was also mentioned as an impactful prior program with potential to come back.

With no further business, upon motion made and duly seconded, via a roll call, it was

**VOTED:** To adjourn the meeting at 9:18a.m.

Respectfully Submitted,

Kelli Kozak  
Secretary