



**BOARD OF TRUSTEES  
STUDENT AFFAIRS COMMITTEE  
Minutes of the Meeting of October 7, 2019  
87 Blackinton Street**

**Members in Attendance:**

Frederick Keator, Chair  
Mohan Boodram (telephonic)  
Denise Marshall, Board Chair

**Members Absent:**

Jacob Vitali, Student Trustee

**Others in Attendance**

James F. Birge, President  
Cathy Holbrook, Vice President of Student Affairs  
Lisa Lescarbeau, Board Clerk  
Christopher MacDonald-Dennis  
Heather Quire, Assistant to the VPSA

Chair Keator called the meeting to order at 9:01 a.m.

**Clergy Report**

Chief Colonna presented the 2018 CLERY report and responded to questions from the Trustees. With regard to incident reporting, the College's response varies dependent upon the incident. For example, student education is the focus when the incident is that of student conduct. Student Affairs administration monitor the types of education provided to students to remain current. Drug and alcohol abuse, and sexual violence prevention education was conducted at the beginning of this semester. Difficulties often arise when students want to know who was

involved in the reported case, as the details cannot be disclosed. Efforts focus on informing students that the incident was adjudicated and providing further education on the process.

Committee members discussed the frequency of the issuing of the Clery Report and how it is shared with the campus community. The document is available in digital and hardcopy formats through the college's website and at the Campus Police Department.

Chief Colonna departed the meeting at 9:24 a.m.

### **Second Annual Day of Dialogue**

Dr. MacDonald Dennis presented an overview of the upcoming Day of Dialogue scheduled on November 7. He provided a handout of the draft schedule for the day's events. The day's theme is **Educating a Diverse Community: Inclusive Teaching and Learning at MCLA**, to encourage us as a community to explore the various forms of education that occur on our campus (and beyond) and to think together about innovative forms of education that use our diversity as a strength and resource. A keynote address will be presented by Dr. Tracey A. Benson ED.L.D., author, academic activist, and social justice advocate.

### **Student Satisfaction Inventory (SSI) Follow-up**

Dr. Holbrook provided an update on activities related to SSI results. A listening session for students was held, but was only attended by student media. SGA is encouraging student attendance at the second session scheduled on October 8.

All members of the executive staff are holding open hour sessions to improve accessibility to students, faculty and staff. The feedback from students on these sessions has been positive, though the number of interactions is small.

Drs. MacDonald Dennis and Holbrook have started advisory groups to encourage student engagement. Attracting interested students has proven a challenge as student engagement this semester has been low.

Committee members discussed methods of communicating and options available to students for making suggestions and voicing concerns to administration.

### **Other Business**

Dr. Holbrook provided an update on campus food insecurity. The food pantry is becoming institutionalized and current efforts are focused on communicating the availability of this resource in a way that normalizes the pantry's utilization.

A class project to expand food accessibility beyond non-perishables began in the spring to offer frozen meals. Leftover foods that would normally be discarded at the end of the day, are packaged and sealed under the guidance of MCLA Dining Services.

The meal voucher program was discontinued as the cost was excessive and did not meet the intended objective. The elimination should not be a hardship as meals are now part of the pantry.

A project is underway to establish a food pantry at MCLA-Pittsfield to provide similar services to commuter students who typically would not be on campus in North Adams.

Degen Fund use is being examined with the intent to draw on the funds more frequently and to conduct fundraising to sustain the fund.

### **Adjournment**

There being no further business to come before the Committee, the meeting was adjourned at 10:15 a.m.