



**MASSACHUSETTS COLLEGE OF LIBERAL ARTS  
BOARD OF TRUSTEES  
EXECUTIVE COMMITTEE MEETING**

May 30, 2025

**MINUTES**

**Present: Mohan Boodram – Chair, Dr. Jean Clarke-Mitchell, Frederick Keator, Denise Marshall**

**Staff Present: J. Birge, K. Kozak, J. Mendel**

**Guest: unidentified guest logged on as “alum”**

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, the Executive Committee of the Board of Trustees with Chair Boodram presiding was called to order at 8:37 a.m.

Chair Boodram invited President Birge to present on the following topics:

- 1) Budget – President Birge
  - a. FY 25 currently balanced and showing a small surplus which we will continue to monitor.
  - b. FY 26 – There is a projected shortfall at beginning of year that Administration hopes to remedy throughout the year, as they were able to do with FY 25.
- 2) Strategic Planning funding –
  - a. Fiscal Affairs will have more information as requested that will go to full board.
  - b. Submission of the final plan to Dept of Higher Ed will occur over the summer as planned. There has been significant input during process and several layers of review. We will likely hear back in August and launch then.
- 3) Enrollment Update
  - a. Projected retention rate for Fall 24 cohort is down slightly from Fall 23, although by a small number. Administration is actively monitoring and reviewing causes.

- b. Enrollment Committee met this week and noted that the increase in first year deposits seems attributable to marketing efforts as well as higher yield and overall higher quality of applicants.

4) Foundation Commendation

Chair Boodram

- a. Materials will be provided with further detail to the full board regarding the Kleefeld gift. The proposed resolution is simply to thank the Foundation. Chair Boodram feels it is important for the Board to express support, although they are not legally required to authorize the gift.
- b. There was discussion that there has been no other discussion with Board members regarding this proposal.

5) Other Business

Chair Boodram

- a. Chair Boodram noted that Commencement went very well, and he is appreciative. Our graduates were very excited.
- b. He noted that a Nominating Committee is in place that will present a slate for Chair and Vice Chair at the next Board meeting.
- c. New Trustees are in the process of being vetted by the state, they are awaiting one more background check before they will authorize us to announce the group. Allie Bayer is our new student Trustee and has been elected by her peers.
- d. Presidential Eval process moving forward and will present full eval at final meeting in June.

With no other business the meeting adjourned at 8:59a.m.

Respectfully Submitted,

Kelli Kozak

Clerk