



My College. Right from the Start.

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

Academic Affairs Committee

Wednesday, March 9, 2011

Admissions Office Conference Room

Members in attendance:

Dick Lamb, Chair
Stephen Crowe
William Dudley
Susan Gold
Eugene Leibowitz
Joelle McDonough
Mary K. Grant, President

Others in attendance:

Cynthia Brown, Vice President of Academic Affairs
Monica Joslin, Dean of Academic Affairs
Thomas Bernard, Clerk

The meeting was called to order at 10:25 a.m. by Trustee Lamb.

Reappointments

Vice President Brown provided an overview of the annual reappointment process. Faculty are evaluated on their teaching during their first year of service. In their second year, and in each successive year leading to their application for tenure, they submit a portfolio of their work from the previous year, which informs the reappointment decision.

The reappointment process provides faculty with many opportunities for feedback and guidance as part of their progression toward tenure.

President Grant noted that reappointments do not require a Board vote. The only personnel action that requires a formal vote of the Board is tenure. However, it is important that the Trustees get to know the faculty and their progression during the reappointment process.

Vice President Brown has recommended and the president has approved the following faculty for sixth, fifth, fourth, and third year reappointment.

Sixth Year

Dale Fink, Assistant Professor, Education
Peter Hoyt, Assistant Professor, Biology (Athletic Training)
Lauren O'Neal, Assistant Professor, Fine and Performing Arts (Arts Management)

Fifth Year

Elena Traister, Assistant Professor, Biology (Environmental Studies)

Fourth Year

Michael Dilthey, Assistant Professor, Fine and Performing Arts (Music)
Emily Mooney, Assistant Professor, Biology
Melanie Mowinski, Assistant Professor, Fine and Performing Arts (Art)
Daniel Shustack, Assistant Professor, Biology (Environmental Studies)

Third Year

Sharon Claffey, Assistant Professor of Psychology
Petra Hejnova, Assistant Professor of Political Science and Public Policy

Chemistry Major Update – Process for Approval

Dean Monica Joslin noted that the number of students majoring in Science, Technology, Engineering, and Math (STEM) fields continues to increase. To support this growth in interest, the College is in the process of developing a major in Chemistry.

Dean Joslin noted that developing and approving a major is a thorough process. It includes course and program development at the department level, careful review by College governance, and signoff by the president. In addition, the proposed major must undergo an external review through the Department of Higher Education. This process is currently underway.

Following any revisions resulting from the external review, the proposed major must be approved by the Board of Trustees. It must then be submitted to the Board of Higher Education (BHE) for approval.

Vice President Brown and Dean Joslin noted they expect to bring the chemistry major to the Committee at their next meeting, with the goal to submit it to the full Board in May, and to BHE in the fall of 2011.

The major is being developed to structure their program along different tracks, with one sequence of electives intended to prepare them for graduate study, and another designed to

complement a double major in education for those interested in pursue careers as science teachers.

MCLA previously had a chemistry major, but the program was cut (and a minor in chemistry instituted) in 1998. Restoring the major is a natural consequence of the growth in STEM majors at the College, as well as an essential component of the College's liberal arts mission. The chemistry major is also a key part of the interdisciplinary program for the Center for Science and Innovation.

Educator Licensure Program Update

In April 2011 the state Department of Elementary and Secondary Education (DESE) will visit MCLA to conduct a review of the College's educator licensure program. The visiting team will assess MCLA's success in meeting licensure standards, demonstrating that students are well-prepared for service as educators, and meeting the needs of districts, schools, and educators in the region.

MCLA plays an important role as the educator preparation program in the region, as well as a professional development resource for in service teachers in the area.

A pre-visit by the DESE team was positive; they identified no major areas of concern.

Updates

Professional Master of Business Administration: The first cohort of students enrolled in January, and recently completed the first course module. The students are providing good feedback on the structure and content of the program. There is strong applicant interest for the next cohort, which will begin in September of 2011. In addition, NEASC will conduct a "mini-visit" of the program in fall 2011.

Vision Project: The project has been put out to the campuses for comment through governance and open faculty sessions. MCLA recently held a faculty session where conversation focused on what is compelling about the project, as well as areas of the program design and structure that cause concern. The College will continue to move forward with existing strategic planning and learning outcomes assessment work, connecting to the Vision Project as appropriate as it continues to develop.

Strategic Planning: There has been strong participation and good conversation at faculty, staff, and student strategic planning input sessions. Some common themes emerged in discussions with each group. In particular, the process has been beneficial for newer faculty members to see how College progress is connected to Strategic Planning work. President Grant thanked Trustee Leibowitz for representing the Board on the Strategic Planning Task Force.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 11:28 a.m.