BOARD OF TRUSTEES MEETING
October 25, 2018
Murdock Hall, Room 208

The following Trustees were present:
Denise Marshall,Chair
Moohan Boodram
Lisa Chamberlain
JD Chesloff
Susan Gold
Frederick Keator
Robert Reilly
Kathleen Therrien
Eva Weeks, Student Trustee

The following Trustees were absent:
John Barrett III
Brenda Burdick

MCLA staff in attendance:
President James Birge
Barbara Chaput, Vice President of Human Resources
Catherine Holbrook, Vice President of Student Affairs
Lisa Lescarbeau, Clerk
Gina Puc, Director of Admissions
Emily Williams, Vice President of Academic Affairs
Robert Ziomek, Vice President of Institutional Advancement

MCLA Guests in attendance:
Mr. Spencer Moser, Director, Center for Service
Ms. Kate Gigliotti, Director of Alumni Engagement and Donor Relations

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 5:30 p.m. at Murdock Hall on December 13, 2018 with Board Chair Marshall presiding.

Chair Marshall called the meeting to order at 5:30 p.m. and introduced Ms. Kate Gigliotti.

Approval of Minutes: October 25, 2018 Meeting of the Board of Trustees

Upon a motion duly made and seconded, it was unanimously:

VOTED: To approve the minutes of the October 25, 2018, meeting of the Board and all actions contained therein.

Staff Updates
MCLA Students and Food Insecurity

Ms. Holbrook and Mr. Moser provided an overview of food insecurity and the impact of food insecurity on student success. National and state data and trends were presented. MCLA trends, which differ from the studies reviewed, were discussed. Mr. Moser provided an overview of MCLA's food pantry and the community meal card program. Student reactions and usage data were presented.

In response to a question with regard to what Trustees can do to help, it was stated that non-perishable food donations are needed to support the pantry and dollars are needed to support the meal card.

Executive Committee Chair Report on the Meeting of December 13, 2018

Chair Marshall reported on the activity of the meeting of the Executive Committee of December 13, 2018.

The Committee discussed the current state of the faculty contract, which was submitted to the Commissioner, but not advanced to the Governor within the time allowed. A settlement was reached whereby the Union agreed to drop legal action if the contract was advanced to the Governor, who now has 45 days to take action on the contract.

Trustees discussed recommendations for the following honorary degree recipients:

- Richard Alcombright, former Mayor of the City of North Adams
- Shirley Edgerton, former MCLA Board of Trustees member, Community Activist
- Richard Neal, U. S. Congressman, Chairman-Designate of the House Committee on Ways & Means

Upon motion duly made and seconded, it was unanimously:

VOTED: to approved Richard Alcombright, Shirley Edgerton and Richard Neal to be given honorary degrees at commencement exercises on May 18, 2019.

Fiscal Affairs Committee Chair Report on the Meeting of December 10, 2018

Trustee Gold reported on the activity of the meeting of the Fiscal Affairs Committee of December 10, 2018 at which financial updates on the first quarter FY19 and Budget FY19 were provided including revenue and expense variances. Members discussed the fund balance and the additional state appropriation of $500k.

An update on accounts receivable activity was heard noting a small number of outstanding accounts at $68k, which is down significantly year over year. The payment plan and potential changes from five to four payments were discussed.

Contractors have been secured for renovations at 66 Allen St. and work will there be complete prior to the beginning of the spring semester. Renovations to the Centennial Room and Campus Center were reviewed.

Trustee Barrett provided an update on his efforts to host a DHE gathering for area high school students at MASS MoCA in the spring.

Upon motion duly made and seconded, it was unanimously:

VOTED: To approve the minutes of the December 10, 2018, meeting of the Fiscal Affairs Committee of the Board of Trustees and all actions contained therein.

Academic Affairs Committee Chair Report on the Meeting of November 5, 2018

Trustee Chamberlain presented the report of the Academic Affairs Committee of November 5, 2018.

Applications for faculty sabbatical for AY 2019/20 were reviewed for Lisa Donovan, Zachary Finch, Justin Golub, Laura Standley and Christopher Thomas.

The Committee heard an update on the MSCA contract and work-to-rule action. Committee work has slowed and redesign of core curriculum has stopped as a result of work-to-rule. Faculty morale was discussed.

There are five active faculty searches being conducted at this time. An overview of the recruiting process was provided.

There are several proposal for grants in various stages of development and submission, including the Mellon Grant, The Mandela Washington proposal, and Fitzpatrick Trust Grant. The Berkshire Bank Summer STEM Academy has been funded for another year.

The Title III process for submitting proposals was reviewed.

MCLA completed a week of STEM activities including being host to an engineering expo organized by General Dynamics. A career fair was also held at MCLA with participation from 50 employers and approximately 150 students.

A consultant visit to begin exploration of a degreed nursing program was outlined.

Upon a motion duly made and seconded, it was unanimously:

VOTED: To approve the minutes of the November 6, 2018, meeting of the Academic Affairs Committee of the Board of Trustees and all actions contained therein.

Student Affairs Committee Chair Report on the Meeting of November 27, 2018

President Birge presented the report of the Students Affairs Committee of November 27, 2018. The Committee heard a presentation on improvements to athletic facilities, enhancements to athletic programs, and the campus center renovation project.

MCLA's internship program was discussed. The Committee was provided information on the industries where students are serving as interns, staff's efforts to develop a culture of career on campus, assistance provided to students on creating resumes and cover letters, and the increase in students and faculty seeking aid from Career Services.

An overview of the Career Fair was provided. Over 100 students attended and nearly 30 reported that they are signed up for spring internships as a result of participation in the fair. Future career fairs were discussed.

An overview of the Day of Dialogue and public policy lecture featuring Ta-Nehisi Coates was presented. The Committee also discussed food pantry operations.

Upon motion duly made and seconded, it was unanimously:

VOTED: to approve the minutes of the November 27, 2018, meeting of the Student Affairs Committee of the Board of Trustees and all actions contained therein.

Enrollment Management Committee Chair Report on Meetings of October 25, 2018 and December 13, 2018

Trustee Boodram presented the report of the Enrollment Management Committee of October 25, 2018 and December 13, 2018.

Upon motion duly made and seconded, it was unanimously:

VOTED: to approve the minutes of the October 25, 2018, meeting of the Enrollment Management Committee of the Board of Trustees and all actions contained therein.

An update on the fall 2019 early action cycle was presented. A small decline in applications is being seen from MA and NY, but applications from outside of New England are seeing an increase.

To-date, the accept pool has a strong academic profile. The top high schools (including some from Berkshire County) and a breakout of trends by academic program were shared.

Changes made to the scholarship matrix were reviewed, and GPA requirements for awards were discussed. Efforts to increase enrollment for transfers and scholarships awarded based on early application of transfers were discussed.

The Committee heard an update on financial aid including the FASFA applications and awards. Student applications are currently running at an even pace with the prior year. Pell grants are also at a pace consistent with prior year.

Work being conducted by Noel Levitz was presented. Recommendations include focusing on getting prospective students to conduct a site visit of MCLA's campus and to have personal interactions with faculty and staff to increase the likelihood of students applying for admission. Noel Levitz financial awarding process was also discussed noting the importance of awarding financial aid on the front end of the admissions process.

An update on the brand work contracted with Simpson Scarborough was heard. The final brand concept is being refined with brand guidelines anticipated in January followed by a launch in February.

Chairperson's Report

Chair Marshall began the Chairperson's Report by reminding Trustees to complete and return their confidentiality and disclosure agreements to Ms. Lescarbeau. She reminded Trustees of the DHE Trustee Orientation and Training on January 29, 2019, the DHE Trustee Conference on March 28, 2019 and the annual retreat for MCLA Trustees on February 8 at The Porches Inn in North Adams.

President's Report

President Birge began his report with comments on EOS Foundation report regarding women in power in higher education. MCLA is one of 18 universities to have achieved gender parity. He also reviewed the US News and World Report and USC rankings.

The Berkshire delegation was invited to campus earlier in the week. The visit focused on discussion of issues of importance to MCLA and was held in Mark Hopkins to emphasize the need for renovation of the building. Funding for renovations will be available in FY21, but the process begins in summer 2019.

The financial need of MCLA students and what can be done to eliminate or reduce student debt were discussed. Student dropout rates and the impact of student debt were also part of conversation.

President Birge reviewed the alumni event held on November 29, 2018 in Boston and the purpose of alumni events. Members discussed the role of mentoring and relationships between current students and alums.

The next campus event is an Opening Breakfast scheduled for January 22, 2019 and President Birge encouraged Trustees to attend.

With no other business being brought before the meeting, upon a motion duly made and seconded, it was unanimously:

VOTED: to adjourn the meeting at 7:01 pm.

All were invited back to Smith House for a reception.