



*My College. Right from the Start.*

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

**Executive Committee Meeting  
Wednesday, November 13, 2013  
President's Office Conference Room**

**The following Trustees were present:**

Tyler Fairbank, Chair  
Jim Clemmer (via conference call)  
Steve Crowe (via conference call)  
Will Dudley  
Susan Gold  
Buffy Lord  
Denise Marshall

**The following Trustee was absent:**

Shirley Edgerton

**Others present:**

Mary K. Grant, President  
James Stakenas, V.P. Administration & Finance  
Joseph Charon, Director of Public Safety  
Roberta McCulloch-Dews, Web Communications Manager  
Thomas Bernard, Clerk

The meeting was called to order at 12:05 p.m. by Trustee Fairbank.

**Public Safety Update**

President Grant and Director Charon updated the committee on the work that had been done to comply with the February 2012 Board of Trustees vote authorizing the arming of campus police officers. He outlined the training and preparation that led up to the arming of officers in December 2012. He noted that the response of the campus police officers and the campus community to this transition has been professional and respectful. President Grant noted that MCLA's campus police officers have been thoroughly trained in their duties and responsibilities as armed officers and that this training is ongoing.

The February 2012 vote to authorize the arming of campus police officers included a condition that the president would provide a report to the board within one year of officers being armed. President Grant will present this report at the December meeting of the Board of Trustees.

### **NEASC Visit Debriefing**

President Grant and Vice President Brown commented on MCLA's NEASC accreditation visit that was held November 3<sup>rd</sup>-6<sup>th</sup>. The president thanked the Trustees who were able to attend a welcome reception and dinner with the team on Sunday, November 3<sup>rd</sup> and thanked the entire Board for their support throughout the NEASC planning process.

The visit was highly successful, and was the culmination of two years of planning and preparation. In her report to the campus community, the visiting team chair, Dr. Theo Kalikow, president of the University of Southern Maine, both affirmed both the many accomplishments of which the MCLA community deserves to be proud as well as those areas where there are opportunities for improvement.

Vice President Brown highlighted several recommendations in the team chair's report that focused on the academic affairs sphere:

- MCLA has an opportunity to do more in the areas of information literacy education.
- In the areas of assessment, the team at MCLA must continue the transition to the next phase of assessment, the systematic use of the data that is collected.
- In the library, the effective planning process must be matched with implementation efforts around materials, physical plant, and staffing. This work will require strategic decision making to manage resource constraints.
- As the College continues to advance the strategic plan, the chair highlighted the engagement of faculty in the evolution of the Center for Student Success and Engagement (CSSE) as a model.
- MCLA has significant deferred maintenance needs; the MCLA team knows what needs to be done, but requires the resources to do the work. This is a statewide issue that will require statewide attention. The chair noted that this is a significant systemic challenge across higher education.

President Grant noted that several of the concerns the team identified – such as a need an opportunity to focus increased attention on deferred maintenance needs – are systemic challenges across public higher education in the Commonwealth and regionally.

The president outlined the next steps in the accreditation process. Dr. Kalikow will prepare a draft report that outlines institutional strengths and concerns at MCLA as identified by the team. The report will be provided to the College for a review of factual accuracy. Once edited, the report is submitted to NEASC. Presidents Grant and Kalikow will meet with the NEASC

Commission on Institutions of Higher Education (CIHE) in spring 2014, after which the Commission will provide an accreditation decision to MCLA, along with recommendations for areas of focus and required reports to demonstrate progress in these areas.

### **Trustee Relations Conference Debriefing**

The committee discussed the November 7<sup>th</sup> conference organized through the Department of Higher Education's (DHE's) Office of Trustee Relations. The conference provided an opportunity for state university and community college trustees in the Commonwealth to meet, network, and share best practices.

### **Board Development**

The committee discussed plans and topics for the Board development session scheduled for February 2014. The president noted that the agenda will include a thorough presentation and discussion with the College's enrollment management team, among other topics.

### **Budget Update**

President Grant shared a budget overview for Fiscal Year 2015 (FY 2015) that was developed by the Department of Higher Education (DHE). The DHE budget model advocates for a continuation of the increased funding that the state universities secured in FY 2014. The DHE budget model also proposes continued support for the state university internship incentive program.

As new developments, President Grant and Vice President Stakenas noted the DHE budget model proposes the development of a funding formula for the state university system, as well as funding for additional DHE audit and oversight capacity.

### **Trustee Appointment Process**

President Grant reminded the Committee that there will be one Board vacancy during the current year as Trustee Crowe reaches the completion of his term of service. She noted that she will convene a group of Trustees to review candidates to nominate through the Public Education Nominating Council (PENC).

### **Commencement**

The president asked committee members to think about and share any recommendations they had of individuals to consider as honorary degree recipients at Commencement.

### **Adjournment**

There being no further business to come before the Committee, the meeting was adjourned at 1:15 p.m.