



My College. Right from the Start.

**Minutes of the Meeting of the Massachusetts College of Liberal Arts
BOARD OF TRUSTEES
JOINT EXECUTIVE AND FISCAL AFFAIRS COMMITTEE
Friday, June 27, 2014
President's Office Conference Room**

Members in attendance:

Denise Marshall (chair)
JD Chesloff (via conference call)
James Clemmer (via conference call)
Will Dudley
Tyler Fairbank (via conference call)
Buffy Lord

Others in attendance:

Mary K. Grant, President
James Stakenas, Vice President of Administration and Finance
Curt King, Chief Information Officer
Thomas Bernard, Director of Business Affairs
Laura Brown, Director of Fiscal Affairs
Jennifer Macksey, Director of Student Accounts
Roberta McCulloch-Dews, Clerk

The meeting was called to order at 10:31 a.m. by Trustee Clemmer.

FY2015 Budget

President Grant and Vice President Stakenas provided the committee with an update on the FY2015 state budget process. The budget continues to advance through conference committee prior to a budget bill being advanced to the Legislature and forwarded to the Governor for consideration.

Vice President Stakenas noted that both the House and Senate Ways and Means Committee budget proposals include a separate reserve amount for collective bargaining.

Based on the information from the House and Senate budget processes, the College has developed a series of budget models and student fee levels to address anticipated various state appropriation scenarios.

Upon a motion duly made and seconded, it was

VOTED: To accept the MCLA operating budget proposal for Fiscal Year 2015 as presented and authorize the president to enact the appropriate budget scenario based on the outcome of the state budget process for FY 15; and further to direct the president and the MCLA Administration & Finance team to report back to the Fiscal Affairs Committee and the Board in September 2014 on the approved state budget and College operating budget projections based on state funding and enrollment.

Accrued Leave Account Budget Transfer

Vice President Stakenas provided an overview of the College budget at the close of Fiscal Year 2014. He noted that unrestricted College savings were used to purchase equipment for the Feigenbaum Center for Science and Innovation, as authorized by the Board. This expense, along with increased financial aid expenditures, and unexpected payments to retirees due to employee participation in the Commonwealth's Retirement Incentive Program, contributed to expenses for the year exceeding revenue.

Vice President Stakenas noted that due to careful management practices the College is in a strong financial position and has the ability to transfer funds from restricted savings to operating accounts. He proposed transferring \$250,000 from the College accrued leave account, which was established to cover accrued leave and retirements, to the main campus operating account to balance the College's obligations paid through the Commonwealth's Retirement Incentive Program.

Upon a motion duly made and seconded, it was

VOTED To accept the proposal to transfer \$250,000 from the Accrued Leave account to the main campus operating account.

IT Infrastructure Projects Financing Options

In order to deliver services and meet campus demand for network resources, the College has launched a phased project to upgrade the campus network. The first phase of the project, which included the network infrastructure for the Feigenbaum Center for Science and Innovation, was completed using MCLA resources committed to the science building project. The Committee discussed options to fund the next two phases of the campus network project.

It was recommended that funding for the infrastructure components included in the second phase of the project be drawn from the Campus Support Trust Fund.

Upon a motion duly made and seconded, it was

VOTED To accept the proposal to use \$284,296 from the Campus Support Trust Fund to carry out Phase II of the network upgrade project, to be paid back with interest over a period of five years.

It was recommended that funding for campus center and residence area network upgrades included in the third phase of the project be drawn from the Campus Technology Fee Trust Fund.

Upon a motion duly made and seconded, it was

VOTED To accept the proposal to use \$270,832 from the Campus Technology Fee Trust to carry out Phase III of the network upgrade project

Campus Project Update

Vice President Stakenas outlined a number of campus projects that will be undertaken during the summer of 2015. He noted that Bowman Hall construction is underway and the building is expected to open for classes by fall 2015. Additional summer projects include an update to the campus master plan, replacement of the elevator in Freel Library (funded by the state Division of Capital Asset Management and Maintenance (DCAMM)), and work in Church Street Center and Venable Hall.

President Grant noted that the ability to invest in campus projects reflects the College's concerted and ongoing financial management practices. She thanked the team in Administration & Finance for their efforts, and extended thanks to the Trustees for their leadership.

President's Report

President Grant noted the 2014 season of *DownStreet Art* opened on Thursday, June 26th with the unveiling of a 60-foot mural created by Egyptian artist Alaa Awad. DownStreet Art is an initiative of MCLA's Berkshire Cultural Resource Center (BCRC). Another BCRC initiative, the Berkshire Hills Internship Program (B-HIP) also is underway, with international participants working in cultural organizations in Berkshire County.

The president informed the committee that the College would host a meeting for regional stakeholders about health care sustainability in the northern Berkshires, led by Stroudwater Associates, a Maine-based consulting company commissioned by the by the Massachusetts Department of Health and Human Services.

The president noted that Kevin Barbary '84, principal of Office Resources, Inc. in Boston, and a member of the MCLA Foundation Board of Directors, will be the 2014 Convocation speaker.

The president also shared with the committee that the Governor appointed Lisa Chamberlain as the newest member to the MCLA Board of Trustees, and noted that Lisa looks forward to working with the Board at the start of the academic year.

Adjournment

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