



**Minutes of the Meeting of the Massachusetts College of Liberal Arts  
BOARD OF TRUSTEES ACADEMIC AFFAIRS COMMITTEE  
Wednesday, March 22, 2017  
87 Blackinton**

**Trustees in attendance:**

Lisa Chamberlain, Chair  
John Barrett  
Denise Marshall

**Others present:**

Susan Gold, Board Chair  
Robert Reilly, Trustee  
Dr. James Birge, President  
Cynthia Brown, Vice President of Academic Affairs  
Monica Joslin, Dean of Academic Affairs  
Denise Richardello, Executive Vice President  
Ginger Menard, Clerk

Trustee Chamberlain called the meeting to order at 8:28 a.m. She noted that the agenda order would be changed and would begin with the review of two proposed new majors.

**Approval of New Majors**

Dean Joslin shared that the proposals for the *Community Health Education* and *Health Sciences* majors have been approved via internal governance and undergone an external review. The next step is to present these proposed majors to the full Board on April 6 and then submit them to the Massachusetts Department of Higher Education for approval.

The committee discussed the impact of these new majors on local employment needs. Trustee Barrett noted that the focus on employment needs for all new programs must extend beyond the Berkshires, and Trustee Chamberlain offered that these new programs will be attractive to incoming students and provide necessary education for the next level of practical application in the STEM fields.

The committee endorsed both programs to bring forward to the full Board on April 6 for approval.

Upon a motion duly made and seconded, it was

**VOTED** unanimously to approve the new majors of Bachelor of Community Health Education and Bachelor of Science in Health Sciences to be brought before the Board on April 6.

### **Tenure Recommendations**

Vice President Brown provided an overview of the requirements as stated by the MSCA Agreement (the faculty contract) for tenure and promotion.

Faculty seeking tenure have undergone some level of review and observation each year – and every other year this review requires peer observation as well. Through this process the Vice President and Dean work with faculty to address any issues that may arise in advance of their tenure applications. Candidates must apply for tenure by their 6<sup>th</sup> year, for which they may count years of college level teaching prior to coming to MCLA. They can apply earlier than their 6<sup>th</sup> year, however this is only done after consultation with the Vice President and department chair. They must submit a full portfolio of work from the time of their appointment until application for tenure. Following a review and recommendation from the Committee on Tenure, the Vice President of Academic Affairs submits a letter of recommendation to the President.

Promotion in rank is governed by the faculty contract as well and is based on years of service at each level. Automatic promotion is a newer component of the contract, allowing candidates that meet certain requirements in terms of years of service at the rank of Assistant Professor to receive automatic promotion to Associate Professor with tenure. Candidates can choose to apply for early promotion under the so-called exceptional clause of the contract.

VP Brown reviewed the background of the following candidates presented for reappointment with tenure:

- Karen Cardozo, Languages, Interdisciplinary Studies, and Philosophy - Interdisciplinary Studies\*
- Pamela Contakos, Library
- Carolyn Dehner, Chemistry
- David Zachary Finch, English/Communications\*
- Ryan Krzyzanowicz, Biology - Athletic Training\*
- Thomas Whalen, Business Administration

\*Automatic promotion to Associate Professor

Upon a motion duly made and seconded, it was

**VOTED** unanimously to recommend tenure for Karen Cardozo, Pamela Contakos, Carolyn Dehner, David Zachary Finch, Ryan Krzyzanowicz, and Thomas Whalen.

### **Promotions**

As with tenure, promotion recommendations are based on a portfolio review conducted by the Committee on Promotion. Promotion does not require a vote by the Board of Trustees.

The following faculty have been recommended to the President for promotion:

#### Full Professor

- Ingrid Castro, Sociology, Anthropology, and Social Work - Sociology
- Anthony Daly, History, Political Science, and Public Policy - History
- Anne Goodwin, Biology
- Emily Maher, Physics

#### Associate Professor

- Carolyn Dehner, Chemistry
- Thomas Whalen, Business Administration

### **Reappointments**

Through the annual reappointment process faculty are evaluated through a full portfolio of work along with evaluations during their second and fourth years of service. In the third and fifth years, department Chairs provide evaluations along with student evaluations (SIR IIs). Reappointment does not require a vote by the Board of Trustees.

The following faculty have been recommended for sixth, fifth, fourth, and third year reappointments.

#### **Sixth Year**

- Justin Golub, Biology

### **Fifth Year**

- Mariana Bolivar, Languages, Interdisciplinary Studies, and Philosophy - Spanish

### **Fourth Year**

- Kerri Nicoll, Sociology, Anthropology, and Social Work –Social Work
- Jenna Sciuto, English/Communications
- Diane Scott, Fine and Performing Arts – Arts Management

### **Third Year**

- David Cupery, History, Political Science, and Public Policy – Political Science
- Amber Engelson, English/Communications
- Shawn McIntosh. English/Communications
- Ruby Vega, Psychology
- Kebra Ward, Physics

Summaries of the recommendations for tenure, promotions, and reappointments will be provided to the full Board in advance of the April 6 meeting.

Trustee Chamberlain expressed continued interest in the Board, especially the Academic Affairs Committee, to have regular opportunities to meet with faculty members.

Faculty due to or electing to apply for tenure in the next two years will be invited to attend the April 6 Board meeting and reception.

### **Review findings of the Supportive and Inclusive Community Surveys**

VP Brown presented a summary of the results from the Supportive and Inclusive Community Surveys that were administered to students, faculty, and staff earlier this semester.

The response rates to the survey were large enough to support the validity of the findings. The results provided detailed information on areas in which the College is doing well and areas that are in need of significant improvement.

The results will be disseminated through presentations at campus meetings and special forums. Follow up focus groups with marginalized populations will be scheduled as well. Next steps involve sharing the survey results broadly with the MCLA community and identifying issues that can be addressed immediately and then in the long term. The results must also be shared with North Adams community leaders to address issues that extend beyond the College campus.

The committee discussed issues identified involving the local community and plans and options to facilitate dialogue with local community leaders. All agreed that any distribution of the survey results must include some initial plans and action items to address issues.

### **Adjournment**

There being no further business to come before the committee the meeting was adjourned at 10:06 a.m.