

June 22, 2026

State Ethics Commission
1 Ashburton Place, 6th floor, Room 619
Boston, MA 02108

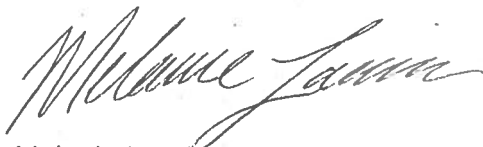
To Whom It May Concern:

Please accept the enclosed documents as official travel disclosure for an upcoming conference in Washington, D.C., scheduled from July 14-16, 2026. This conference is hosted by the Postsecondary Data for Action Network (PDAN) and sponsored by the Institute for Higher Education Policy (IHEP).

I am a participating member of the Massachusetts SUCCESS (Supporting Urgent Community College Equity through Student Services) Initiative PDAN team. Our team project focuses on devising methods to collect more inclusive data on the experiences and outcomes of all student participants, with a particular emphasis on priority populations for whom comprehensive data is currently lacking. The upcoming convening will provide dedicated time to advance this initiative.

Thank you for your time and consideration in reviewing this disclosure.

Sincerely,

A handwritten signature in cursive script, reading "Melanie Laurin".

Melanie Laurin
SAMP Director
Holyoke Community College
413-552-2065
mlaurin@hcc.edu

**DISCLOSURE BY NON-ELECTED PUBLIC EMPLOYEE
OF TRAVEL EXPENSES SERVING A LEGITIMATE PUBLIC PURPOSE
AS REQUIRED BY 930 CMR 5.08(2)(d)1.**

	NON-ELECTED PUBLIC EMPLOYEE INFORMATION
Name of non-elected public employee:	Melanie Laurin
Title/ Position	Student Ambassador and Mentorship Program (SAMP) Director
Agency/ Department	Holyoke Community College
Agency address:	303 Homestead Ave, Holyoke, MA 01040
Office phone:	413-552-2065
Office e-mail:	mlaurin@hcc.edu
Write an X to confirm each statement.	I am filing this disclosure because: ☒ X I am going to engage in an activity that serves a legitimate public purpose, i.e., it is intended to promote the interests of the Commonwealth, a county or a municipality; and ☐ X A non-public entity (but not a lobbyist) has offered to reimburse, waive or pay travel expenses and costs worth more than \$50.
	ACTIVITY THAT SERVES A LEGITIMATE PUBLIC PURPOSE
Describe the activity which is the reason for traveling.	I am a member of one of 12 cross-functional teams that have been participating in a year-long national learning community, the Postsecondary Data for Action Network (PDAN), dedicated to leveraging data to advance student success. While most PDAN meetings have occurred virtually, the organizers have arranged for one in-person convening in Washington, D.C., during July 2026.
Describe your participation in the activity.	I am a member of the Massachusetts SUCCESS (Supporting Urgent Community College Equity through Student Services) Initiative PDAN team. The main goal of our team project, for which we will have dedicated time at the convening to work on, is to devise ways to collect more inclusive data on the experiences and outcomes of all student participants, including those from priority populations for whom we currently lack comprehensive data. As SUCCESS broadens to reach more students and its strategies are refined, it is especially important to understand the experiences and outcomes of those students who are most in need of the support it provides. Ideally, by the end of the PDAN year, we aim to identify concrete strategies for capturing better data – both qualitative and quantitative – for students living with disabilities and LGBTQIA+ students (e.g., who they are, how they experience our programs and colleges, what success looks like for them). Respecting and addressing factors that complicate current data capacity is of prime importance in meeting this goal.
Date, time and location of activity.	July 15th, 2026 (full day) through July 16th, 2026 (morning through early afternoon) at the Fairmont Washington D.C. Georgetown hotel. I will need to travel the day prior, July 14th, to arrive on time for an early morning start on July 15th. I plan to travel home at the conclusion of the convening on July 16th.

Please explain how the activity will promote the interests of the Commonwealth, a county or a municipality.	Our group project is directly aligned with the SUCCESS legislation that aims "to provide wraparound supports and services to improve outcomes for [colleges'] most vulnerable populations, which may include, but shall not be limited to, low-income, first-generation, minority and disabled students and lesbian, gay, bisexual, transgender, queer and questioning students... " Across the community colleges, there exist data gaps in identifying all vulnerable student populations so that outreach and needed supports can be provided, and, in turn, monitoring and improvement of outcomes initiated.
	TRAVEL EXPENSES
Identify the person or organization that offered to reimburse, waive or pay your travel expenses.	The Institute for Higher Education Policy (IHEP) is organizing the convening with support from the ECMC Foundation. IHEP is a nonpartisan, nonprofit organization. The ECMC Foundation is a 501(c)(3) private foundation.
Address of person or organization.	IHEP 1615 L Street, NW, Suite 310 Washington, DC 20036 Phone: 202-861-8223 ECMC Foundation 111 Washington Avenue South, Suite 1400 Minneapolis, MN 55401 Phone: 651-221-0566
Provide information in as much detail as possible:	<i>Itemization and explanation of amounts offered:</i>
Transportation:	<i>Air, train, bus, and taxi fare and rental car hire, etc.</i> Airfare: \$785 Uber from Airport to Hotel (Roundtrip): \$60.00
Lodging:	<i>Overnight accommodations.</i> \$249/night for two nights (\$498 total)
Meals:	<i>Breakfast, lunch, dinner, special events.</i> Tuesday (travel day): \$69 daily limit Wednesday (all meals but dinner provided at the convening): • Breakfast: \$60 (per person value) • Breaks (two): \$70 (per person value) • Lunch: \$80 (per person value) • Dinner: \$38 (limit) Thursday (all meals but dinner provided at the convening): • Breakfast: \$60 (per person value) • Breaks (two): \$70 (per person value) • Lunch: \$80 (per person value) • Dinner: \$38 (limit)
Admission:	<i>Registration, admission, tickets, etc.</i> Not applicable
	<i>Refreshment, instruction, materials, entertainment, etc.</i>

Other (please list):	Reception (first day of convening): \$75 (per person value)
Total:	\$1,983
Write an X beside any statement that applies.	☒ I have attached the relevant itinerary. ☒ I have attached the relevant agenda.
Employee signature:	
Date:	

Attach additional pages if necessary.

Complete the disclosure and submit it to your appointing authority.

DETERMINATION BY APPOINTING AUTHORITY

	APPOINTING AUTHORITY INFORMATION
Name of Appointing Authority:	Julissa Colon
Agency and Title/Position:	Holyoke Community College, Dean of Student Experience
Agency address:	303 Homestead Ave, Holyoke, MA 01040
Office phone:	413-552-2508
Employee who filed the disclosure:	Melanie Laurin
	DETERMINATION
To give approval, check <u>both</u> statements.	Upon consideration of the facts disclosed by the employee above, I find that: ☒ Acceptance of the reimbursement, waiver or payment of travel expenses will serve a legitimate public purpose, i.e., it will promote the interests of the Commonwealth, a county or a municipality; AND ☒ Such public purpose outweighs any special non-work related benefit to the employee or the person providing the reimbursement, waiver or payment.
Reason that the employee's travel or attendance will serve a legitimate public purpose:	This activity will enhance statewide student success initiatives by informing strategies to improve data collection efforts across Massachusetts community colleges.
Appointing Authority signature:	<i>Julissa Colon</i>
Date:	6/24/26

Attach additional pages if necessary.

The appointing authority should maintain the disclosure as a public record and give a copy of any signed determination to the employee.

POSTSECONDARY DATA FOR ACTION NETWORK

Convening Agenda

July 15-16, 2026 | Washington D.C.

HIGH-LEVEL AGENDA

Day 1: Data in Action

During Day 1 activities, participants will...

1. **Explore and learn** from proven models by examining institutional, system, and state case studies that demonstrate strong data cultures and their impact on postsecondary completion outcomes and policy change.
2. **Advance team-driven projects** through dedicated working time and structured peer-to-peer feedback.

7:45 – 9:00 AM	Check-in and Breakfast
9:00 – 9:10 AM	Opening Remarks
9:10 – 9:40 AM	Institutional Data as a Policy Superpower
9:40 – 10:45 AM	Evidence in Action: Institutions that are Transforming Policy
10:45 – 11:00 AM	Break
11:00 – 11:50 AM	Project Lab: Assessing Progress and Identifying Next Steps
12:00 PM	Lunch
12:15 – 1:15 PM	Connecting the Dots: How Data Systems Can Drive Policy Change
1:25 – 2:25 PM	Project Lab: Team-to-Team Consultancy Roundtables
2:25 – 2:55 PM	Project Lab: Next Steps & New Questions
2:55 – 3:05 PM	Break
3:05 – 3:35 PM	Project Lab: Expert Clinics
3:35 – 3:50 PM	Individual Reflection
3:50 – 4:00 PM	Closing Remarks
4:00 PM	PDAN Reception

HIGH-LEVEL AGENDA

Day 2: Communicating Data for Impact

During Day 2 activities, participants will...

1. **Strengthen data storytelling and messaging skills** to effectively translate institutional insights for policymakers, advocates, and broader audiences.
2. Bridge practice to policy by identifying opportunities to **translate their data expertise into actionable policy strategies** that support their institutional/system or statewide completion goals.
3. **Build foundational coalition strategies** by learning how to engage partners and align stakeholders around shared, data-informed completion goals.

7:45 – 9:00 AM	Check-in and Breakfast
9:00 – 9:10 AM	Opening Remarks
9:10 – 9:25 AM	Policy Briefing Room: Federal Updates and Impacts
9:25 – 10:30 AM	When Campus Data Reaches Washington
10:30 – 10:40 AM	Break
10:40 – 11:40 AM	Project Lab: Coalition Building and Grassroots Advocates
11:40 PM	Lunch
12:00 – 12:50 PM	Data to Voice to Action: How to Tell Data Stories To Drive Policy Change
12:50 – 1:00 AM	Break
1:00 – 1:35 PM	Project Lab: Reflecting on Progress and Planning What's Next
1:45 – 2:00 PM	Closing Remarks and Next Steps

Airfare	\$	785	<i>as based on e-invoice from Connoisseur Travel (includes</i>
Taxis/Uber (between DCA airport & hotel)	\$	60	
Hotel (@ \$249/night for two nights)	\$	498	<i>no tax because tax-exempt</i>
Meals - day 1 (Tuesday 7/14, travel day)			<i>daily limit is \$69 on first day of travel</i>
lunch	\$	26	<i>on own</i>
dinner	\$	38	<i>on own</i>
incidentals	\$	5	<i>on own</i>
Meals - day 2 (Wednesday 7/15, full day)			
breakfast	\$	60	<i>provided</i>
breaks (2 @ \$35/ea)	\$	70	<i>provided</i>
lunch	\$	80	<i>provided</i>
reception	\$	75	<i>provided</i>
dinner	\$	38	<i>on own</i>
Meals - day 3 (Thursday 7/16, part day)			
breakfast	\$	60	<i>provided</i>
breaks (2 @ \$35/ea)	\$	70	<i>provided</i>
lunch	\$	80	<i>provided</i>
dinner	\$	38	<i>on own</i>
TOTAL	\$	1,983	

travel agency service fee)