

BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTS

MINUTES OF TRUSTEES MEETING
January 26, 2016

1. CONVENING

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, January 26, 2016 in the General Bartlett Room, Susan B. Anthony Building. Trustee Dindio called the meeting to order at 4:31 pm.

PRESENT: Trustees Bradway, Crane, Dindio, Hiltpold, Laurens, McCormick, Mirante, Supranowicz and Student Trustee Garcia-Rijos

ABSENT: Chair Rodowicz and Vice Chair Caccaviello

ALSO PRESENT: From BCC's Executive Council: President Kennedy; Vice Presidents Bullock, Cote, Feinerman, Law and Smith; Assistant to the President, Kim Brookman
BCC Guests: Christina Barrett, Anna Foss, Lauren Goodman, Michele Henderson, Erin Murphy, Doug Oldham, Lauren Pellegrino, Gina, Stec, Tochi Ubani
Press: Ryan Cowdrey (PCTV), Jonathan Levine (Pittsfield Gazette)

2. APPROVAL OF THE MINUTES

Upon a motion duly made and seconded, it was VOTED unanimously to approve the minutes of the December 1, 2015 meeting.

3. PRESIDENT'S REPORT

a. New Employee Introductions

Vice President Feinerman introduced Lauren Goodman, the new Director of Teaching & Learning.

Vice President Law introduced Michele Henderson, the new Staff Assistant for Administration & Finance.

Christina Barrett introduced Doug Oldham, the new Website Manager.

Dean Anna Foss introduced Tochi Ubani, the new Director of Nursing.

b. Athletics Update & Viewing of New Falcon's LOGO

Christina Barrett and Lauren Pellegrino presented. Christina began the presentation with a video of the December 2nd unveiling of the new Falcon's Logo in the Paterson gym. She introduced Erin Murphy, BCC's new graphic designer and the creator of the new logo. The student athletes provided input for the design's creation. They wanted the logo to show speed

Christina had a long sleeved tee-shirt with the new Falcon's Logo for each of the trustees.

Christina presented some Fast Falcon Facts:

- Fastest animal on earth – upwards of 200 mph
- Average wing span is approximately four-feet
- Found nearly everywhere on earth, except extreme conditions

Lauren gave an overview of BCC's athletic programs.

Sports at BCC

- NIRSA
 - Basketball
 - Soccer
- Intramurals
 - Cross Country
 - Co-Ed Indoor Track
 - Wrestling
 - Co-Ed Weight Lifting
- Looking ahead
 - Co-Ed Tennis
 - Female teams
 - Flag football

c. Grants Update

Grant Funding

- Average of \$1.6 to \$2m annually in grant funded projects
- Currently \$2.1m for FY 16
- 25 – 30 grant awards annually

Grant Sources

- Federal
- State
- Private/Corporate Foundations
- 96% success rate

Ongoing Support for Key Programs:

- ABE – *Adult Community Learning Center*
- Project Link - *Adult Transitions to College*
- Perkins – *Career and Technical Education*
- TRIO – *Student Support Services*

Recent Grant Awards

- ❖ New England Foundation for the Arts
 - Judy Dworin Performance Project
- ❖ American Library / NEH
 - Latinos In America
- ❖ Crane
 - Biology Lab Upgrades
 - Summer Program
- ❖ Guardian Life Insurance Company
 - Finance Academy

Title III – Strengthening Institutions

- \$1.9m over five years
- U.S. Department of Education
- Highly competitive application process
 - 297 applications were submitted nationally
 - 191 read
 - 41 grants awarded
- Perfect score of 103 needed to receive award!

Activity – The Completion Framework

Three major activity components:

1. Integrated Services
 - One-Stop
 - Redesign orientation process
 - Early Alert Software
2. Completion Pathways
 - Developing structured pathways for students
 - Advising Counselors to work with first-time students
 - Development of a first-year experience program
3. Engaged Learning
 - Incorporate active learning strategies throughout curriculum
 - Online “toolkit” of best practices for faculty
 - Comprehensive professional development for faculty and staff

Outcomes

By September 2020, key measures of success will be:

- increase student satisfaction with integrated support services
- increase fall to fall retention rates of students
- increase total number of students with academic pathways
- increase graduation rates
- increase student engagement in the classroom
- increase course completion rates

Baseline data established in application will be used to measure results over time.

The Completion Framework

- Funds will help support costs associated with:
 - Activity Director
 - Advisors
 - Faculty Stipends
 - Professional Development Consultants/Experts
 - Computers
 - IT Technical Support
 - One Stop Renovation (partial)
 - Advising Software Package & Training
 - Project Evaluation

Collaborations

- Department of Labor
 - TAACCCT Grant Round 4 (\$525,000 over 3 years)
- Berkshire County Regional Employment Board
 - Manufacturing Training Grant (\$138,000)
- MA Life Science Foundation
 - Manufacturing Equipment to support Berkshire Innovation Center (\$500,000)

Potential Grant Projects

- MA Humanities
 - Humanities Center/Oral History Center
- Quinsigamond Community College
 - NSF grant to support manufacturing/photonics program development
 - Grant under NSF review
- Tech Hire Grant
 - Partnership with Hampden/Hampshire, Franklin & Berkshire County REB
 - Focus on training for high tech industries

What Contributes to BCC's Success?

- ✓ Creative, dedicated faculty and staff
- ✓ Willingness to collaborate and be a community partner
- ✓ Administrative leadership
- ✓ Location, location, location!
- ✓ Effective grants management

4. STUDENT TRUSTEE REPORT

Student Trustee Gladys Garcia-Rijos presented the following:

On January 18th, we volunteered for the Martin Luther King Jr. service events, it was a huge success. There were over 35 students, faculty, and staff who volunteered at the Gladys Brigham Center working with children, St. Stephen's serving lunch, and at the Restore painting and reorganizing.

The New Student Orientation was held on January 21st. Over 55 new students attended. We had a few BCC students welcoming the new students. Each student talked about their own experience and what it is like to be a BCC student. Alfredo, the president of student government gave a welcome speech as the student body's representative.

5. ALUMNI TRUSTEE REPORT

Nothing to report at this time.

6. FOUNDATION BOARD TRUSTEE REPORT

- The Berkshire Community College Foundation had total assets of 9.3 million as of October 31, 2015.
- At the meeting, the Finance and Investment Committee reviewed proposals for the Foundation's Endowment funds including those restricted to The Osher Lifelong Learning Institute (OLLI).
- The OLLI investment strategy was amended; the percentage of equities in the portfolio was increased to 75% from approximately 60% previously. Note: The Foundation has slightly under \$2 million in assets restricted to benefit OLLI programs at BCC.
- The Executive Directors Report was presented by Craig Smith. He provided an update on the upcoming 40 Under Forty event to be held on March 24th at Berkshire Hills Country Club in Pittsfield. He announced the following Sponsor Commitments

Main Sponsors

- Crane
- Guardian
- General Dynamics Mission Systems
- St. Germain Investment Management

Additional Sponsors

- Berkshire Gas
- Interprint
- Berkshire Hills Country Club
- Several more sponsors have been solicited since then

For those of you who don't know, the 40 Under Forty Awards recognize forty outstanding young professionals in the Berkshire County area that are excelling in their industries through their leadership roles. They share a commitment to business success, personal growth and community involvement. I've been asked to share that over 175 nominees were submitted, and the 40 awardees will be chosen by a panel of eight judges next week. The celebration and awards event will begin with a private sponsor reception at 5 o'clock and the public portion of the event begins at 5:30. You are all invited to attend. Tickets will be made available to the general public for \$40.

The "Not Your Average Dog Show" was also discussed at the board meeting. It's a major "friendraiser" for the foundation and the College. The show is being held on February 14, from 11:30 - 3:00 pm and is a free event, but donations are gladly accepted.

7. SUBCOMMITTEE REPORTS

a. Academic Planning

Nothing to report at this time.

b. Executive

In the absence of Chair Rodowicz, President Kennedy reported for the Executive Committee. Discussed in the recent meeting were committee appointments, framework for board agenda, and the March board meeting and mini retreat.

c. Finance

Vice Chair Dindio introduced John Law, Vice President for Administration & Finance/CFO. Vice President Law presented the second quarter trust fund report.

Upon a motion duly made and seconded, it was VOTED unanimously to approve the Berkshire Community College FY16 Trust Fund Report for the quarter ending December 31, 2015.

Vice President Law presented the A-133 Audit Report; no findings were reported.

Upon a motion duly made and seconded, it was VOTED unanimously to approve the A-133 Audit Report, which was prepared by O'Connor & Drew as of June 30, 2015.

Vice President Law updated the Board on the Hawthorne/Melville renovation project. The project seems to be on schedule, drywall is beginning to go up. The new phone installation project will begin in March.

d. Human Resources

Nothing to report at this time.

e. Nominating

In the absence of Committee Chair Caccaviello, President Kennedy reported for the Nominating Committee. Potential candidates were discussed at a recent committee meeting. The Committee will be submitting a letter to PENC with its requests.

8. ADMINISTRATIVE ACTIONS

a. Personnel Actions

Personnel actions were presented, consisting of:

- Appointments – Unit Professionals

Upon a motion duly made and seconded, it was VOTED unanimously to approve the personnel actions for the period November 24, 2015 through January 15, 2016.

Sabbatical Leave was presented:

- Sabbatical – Elizabeth Fiscella

Upon a motion duly made and seconded, it was VOTED unanimously to approve the sabbatical for Elizabeth Fiscella.

9. OTHER BUSINESS

- a. Old - None.
- b. New - None.
- c. Upcoming Events - President Kennedy reviewed the upcoming events, including the Western Massachusetts Legislative Luncheon at Holyoke Community College on Friday, March 11th.

10. ADJOURNMENT

The meeting was adjourned at 5:24 pm. The next scheduled meeting will be held on March 22, 2016.

DATE: February 21, 2016

Respectfully submitted,



Kim Brookman

Approved:



Darlene Rodowicz, Board Chair