

BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTS

MINUTES OF TRUSTEES MEETING
April 28, 2015

1. CONVENING

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, April 28, 2015, in the General Bartlett Room, Susan B. Anthony Building. Board Chair Rodowicz called the meeting to order at 4:36 pm.

PRESENT: Chair Rodowicz; Vice Chair Dindio; Trustees Bradway, Caccaviello, Crane, Hiltpold, Ingegni, Laurens, Wynn, and student trustee Chipalo

ABSENT: Trustee Supranowicz

ALSO PRESENT: President Kennedy; Vice Presidents Bullock, Cote, Feinerman, Law, Mulholland, and Smith; Assistant to the President, Kim Brookman; Other Guests: Christina Barrett, Tom Curley, Maura Delaney, Gladys Garcia-Rijos (2015-16 student trustee), Paul Johansen, Charles Kaminski, Jennifer Larkin, Jonathan Levine (Pittsfield Gazette), Dave Moran, Linda Morelli, Erin Murphy, Jim Therrien (Berkshire Eagle), Brendon Cowdrey (PCTV), Heidi Weber

2. APPROVAL OF THE MINUTES

Upon a motion duly made and seconded, it was VOTED unanimously to approve the minutes of the March 24, 2015, meeting.

3. PRESIDENT'S REPORT

a. New Employee Introductions

Craig Smith, Vice President for Institutional Advancement, introduced Jennifer Larkin, who was hired as his new assistant.

Christina Barrett, Director of Marketing & Student Recruitment, introduced Erin Murphy, the College's new graphic designer.

John Law, Vice President for Administration & Finance, introduced Dave Moran, the College's new Facilities Director.

President Kennedy introduced Paul Johansen, the College's new Research Analyst.

b. Community Education & Workforce Development Updates

Linda Morelli demonstrated the new online registration system for Non-Credit Instruction, located on the BCC website at <https://berkshirecc.edu/workshops>.

Bill Mulholland, Vice President for Community Education & Workforce Development, provided updates on the Berkshire Innovation Center (BIC) and BCC's involvement with BIC, showing an Economic Development video. The video is located on the PEDAsite.

https://www.youtube.com/watch?v=ygFkS3dL_gI

Mulholland spoke about the Berkshire Robotics Challenge, explaining that 16 years ago Doug Crane had the idea to have a Lego competition and that competition has since grown into the Robotics Challenge we have today, with both middle and high schools participating.

The Vice President also talked about the Mass Life Sciences Grant and showed a video clip demonstrating the Coordinate Measuring Machine (CMM). <https://youtu.be/SGYTEgiYCZ8>

Mass Life Sciences Grant:

- Announced \$2 million for Western MA
 - Springfield Technical Community College
 - Bay Path University
 - Holyoke Community College
 - Berkshire Community College
- BCC received \$500,000
 - Reverse engineering equipment
 - 3-D prototype printers
 - Development of new courses
 - Essential skills development for students to undertake research and new product development that will take place upon the opening of the BIC

c. Fostering Student Success through Service, Scholarship, Community Outreach, and Innovation: 2014-15 English Department Activities

Tom Curley, Dean of Humanities, introduced Maura Delaney, Associate Professor and Chair of the English Department.

Delaney explained that student success is the very center of everything being done in the English Department. There are four distinct avenues that every English faculty walks down every day to get to that center: Service to BCC, Innovation, Scholarship, and State & Community Outreach.

Service to Berkshire Community College

- Academic Technology Advisory Committee
- Strategic Planning
- Educational Affairs
- Diversity Committee
- Hybrid Course Mentor for BCC Faculty
- Developmental Education Advisory Committee
- Testing Advisory Committee
- Student Standing Committee

- Moderator of the ZINE
- Director of the BCC Internal Written Communication Assessment Pilot

Scholarship

- Writers in Progress Group
- National Council of Teachers of English Conference
- Modern Language Association Conference
- Association of Writers and Writing Programs Conference
- Teaching, Learning, and Student Development Conference
- Center for Teaching and Learning (CTL)
- Berkshire Festival of Women Writers

State and Community Outreach

- High School Alignment Liaison
- PARCC statewide scorer
- Western regional chair of AMCOA, statewide assessment project
- Families through Literature Project
- Stearns Elementary After-School Creative Writing Program
- Speaker ~ Union College Honors Classes
- Local High School classroom presentations
- Berkshire County Goes to College 3rd and 6th Grade
- BART Charter School
 - Student Portfolio Assessment
 - College Essay Review

Innovations

- Expanded Creative Writing Series
- Kurzweil Reading Project
- Interdisciplinary Common Reader
- Expanded production of ZINE
 - Student Writers Group
 - Public Readings by ZINE writers
- Proposed new Writing Center
- Multiple Forum Sponsors
- Creation of New Courses
 - Graphic Novel
 - Multi Ethnic American Literature
 - Advanced Writing and Tutoring

4. STUDENT TRUSTEE REPORT

Edson Chipalo, Student Trustee reported the following.

a. Student Ambassadors

The Ambassadors are continuing to give tours to prospective students and incoming students that are beginning in the Fall semester.

b. Student Government Association

March 28th – worked with the Admissions Office at the New Student Open House

March 30th – assisted the Project Reach students in the baking and selling of cookies for the book scholarship program

April 2nd – held a bake sale to fundraise for Cystic Fibrosis

April 10th – worked with the Admissions staff at the 6th graders Come to College Day and were part of a panel where 6th graders asked many questions

April 11th - volunteered with Habitat for Humanity on the refurbishing of a house on Francis Avenue

April 12th - volunteered at the Hancock Shaker Village with the baby animals

The SGA started a “Tread on Trafficking” effort to raise money to support victims of human trafficking. All the proceeds will go to the Love 146 organization to support rehabilitating and counseling victims, building safe homes for them, and educating the public on the issue at hand.

The SGA held their elections for the Fall semester, a new Student Trustee was elected for the 2015/2016 academic year, Gladys Garcia Rijos. Jack Quattrochi was elected as the new student member of the College Senate. Jack also became one of eleven members of the Student Government Association.

c. PTK

On April 30th 2015, starting at 12:30 pm, PTK will be holding its annual induction ceremony to acknowledge the achievements of 85 inductees; a reception will follow the program in the Koussevitzky lobby.

d. Intramural Sports

The BCC Cross-Country Team has had fairly good performance in the races it participated in so far. Next week the team will participate in Dalton CRA race.

The BCC Falcons Soccer team will have its opening spring season scrimmage Wednesday, April 29th, against SDA Academy on the Paterson main soccer field at 7pm under the lights.

The Basketball team hosted a scrimmage at 2pm at Paterson Field House against Simon's Rock, it was their last game of the season and they won.

5. ALUMNI TRUSTEE REPORT

Jeff Hiltpold reported the following.

The next BCC Alumni Association meeting is scheduled for Monday, May 4th at 5:00 pm and will be held at the Greylock Federal Insurance Agency in Allendale.

On Saturday, May 16th from 8:00 am – 11:00 am, the Alumni Association will be working with Elder Services on a community outreach project.

On May 15th, Alumni Association Board Members will be taking a trip to McCann Tech to speak to students about BCC.

Tomorrow, April 29th at 8:00 am, Jenn Kerwood and Cindy Shogry-Raimer will be speaking on John Krol's "Good Morning, Pittsfield" radio show about the BCC Alumni Association.

6. FOUNDATION BOARD TRUSTEE REPORT

Trustee Laurens attended the March 26th Foundation Board meeting. Laurens gave a brief financial report to the Board of Trustees.

7. SUBCOMMITTEE REPORTS

a. Academic Planning

Vice President Fran Feinerman discussed program changes and curriculum changes. All proposals are reviewed by the College's Educational Affairs Committee. Once approved by the Ed. Affairs Committee, program changes, new courses, and new concentrations are sent along to the Board.

b. Executive

Nothing to report at this time.

c. Finance

Vice Chair Dindio introduced John Law, Vice President for Administration & Finance/CFO.

Vice President Law presented the 3rd quarter trust fund report.

Upon a motion duly made and seconded, it was VOTED unanimously to approve the Berkshire Community College FY15 Trust Fund Report for the quarter ending March 31, 2015.

Vice Chair Dindio reported that the Committee will meet in early June to look at existing budgets, revenue projected, student enrollment, and will be making recommendations, including possible fee increases, to the Board in June.

d. Human Resources

Trustee Laurens reported that the committee met on April 8th and discussed the process for the President's evaluation for the 2014-2015 school year. A student survey will be sent out before the last day of classes. Surveys will be sent to community members and employees by the last day of classes. The Committee will be meeting again in May.

e. Nominating

A committee meeting was held on May 27th with discussion on the trustee appointment process and exploring new ideas for creating a universe of potential candidates.

8. ADMINISTRATIVE ACTIONS

a. Personnel Actions

Deb Cote, Vice President of Human Resources, presented the personnel actions.

- Reappointments with Tenure- Faculty
- Change of Rank to Associate Professor
- Emeritus

Upon a motion duly made and seconded, it was VOTED unanimously to approve the personnel actions for the period March 16, 2015, through April 17, 2015.

9. OTHER BUSINESS

a. Old - None.

b. New - None.

c. Upcoming Events - President Kennedy reviewed the upcoming events.

10. ADJOURNMENT

The meeting was adjourned at 5:34 pm. The next scheduled meeting will be held on June 23, 2015.

DATE: June 5, 2015

Respectfully submitted,



Kim Brookman

Approved:



Darlene Rodowicz, Board Chair