



(APPROVED)

**BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTS**

**MINUTES OF TRUSTEES MEETING
June 17, 2025**

CONVENING

A regular meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, April 29, 2025 via Zoom. Chair Bowen called the meeting to order at 4:35PM. Heather Seely noted that a quorum was present.

PRESENT: Chair Bowen; Trustees: Chacon, Cuyler, Gonzales, Kiely, Myers, Mirante, Rivers
Murphy, Vrabel, Lindemann
ABSENT: Zaffanella
ALSO PRESENT: BCC President, Ellen Kennedy; Vice President for Students Affairs & Enrollment
Management, Adam Klepetar; Vice President for Administration & Finance, Christina
Wynn; Vice President of Academic Affairs, Laurie Gordy; Vice President of Strategic
Initiatives and Community Engagement, and Assistant to the President, Heather
Seely
Additionally, V. Reyes, S. Reagan
Media: PCTV

APPROVAL OF THE MINUTES

Upon a motion, duly made by A.Lindemann and seconded by P. Mirante, it was VOTED to approve the minutes of the April 29, 2025, meeting.

PRESIDENT'S REPORT

President Kennedy thanked Ashara Lindemann for serving as student trustee for the past year and welcomed Victor Reyes as the incoming student trustee for the upcoming academic year. A. Lindemann noted that the Student Government Association has a full slate of members for next year and over the spring semester time was spent working on building community and connections.

L. Gordy shared division highlights from Academic Affairs, noting the two mission statements with one being student-focused and the other faculty/staff-focused. A student focused highlight is an increase in services provided via the Tutoring and Testing Center, and a Business Mentor for the Fundamentals of Business course which has with mentor has an increase in success rate from 57% to 73%. A noted faculty/staff highlight was the collegial and collaborative learning that took place on Scholar's Day.

C. Wynn shared division highlights from Administration & Finance noting that this year has a seamless leadership transition with new facilities director, nearing completion of roof projects with SBA and Library, business office is fully staffed and working as a team for improving efficiencies, launched new budget module for planning FY26 budgets, updated Internal Controls Plan.

Klepetar shared division highlights from Student Affairs & Enrollment Management noting that they still track strongly with applications for Fall 2025 compared to last year and degrees and certificates conferred this May from May 2024 were up by nearly 199. Paterson Field House has been seeing an increase in student visits, as well as an increase in general membership and associate income. NJCAA sports will begin this coming Fall with Volleyball and Spring 2026 with Baseball. Student Affairs has been working on enhancing and expanding mental health resources, career services and diversity initiatives. TRIO has had 180 students with 37 graduates in May.

J. Mancall reviewed the areas under the new Strategic Initiatives and Community Engagement and noted the following FY25 initiatives: currently in year 4 of 5 of strategic plan, development office is fully staffed, working a HVAC / Trades Academy, growth and diversification for OLLI and planning well under way for Community Fest on August 16 as part of celebrating 65 years of BCC>

From the President's Division, B. Dolan noted that Human Resources worked on offering new workshop series for Supervisors, worked on a college wide inventory of trainings and professional development, developed a mentorship program to launch next year, improvements to the on and off-boarding processes, and expanding employment recognition activities.

E. Kennedy noted that campus-wide BCC was selected as an ATD Leader College, received the Community Impact Award from College Internship Program, seeing increase enrollment with increased persistence and completion, integration of budget and procurement process and had six successful faculty searched for starting Fall 2025.

FOUNDATION BOARD REPORT

No Report

STUDENT TRUSTEE REPORT

No Report

ALUMNI TRUSTEE REPORT

No Report

SUBCOMMITTEE REPORTS

Finance Committee: P. Mirante noted that the committee met to review financials and note end of fiscal year approaching and staff will be closing out the fiscal year to prepare for audit.

Student Success Committee: No Report

Governance and Nominating Executive: D. Gonzalez noted awaiting further information from PENC on appointments.

Executive Committee: J. Bowen noted that committee met this spring to review President Kennedy's self-evaluation and also conduct interviews as part of evaluation process to complete President Evaluation that is submitted to the board for review and approval before submission to the Department of Higher Education. J. Bowen noted several themes in input gathered which include President is supportive of staff members, welcomes input and ideas, supports career goals and learning, as well as supports accountability. J. Bowen read for the record the report summary: BCC is fortunate to have Dr. Ellen Kennedy as its leader. The culture is very positive. The college is growing. Student outcomes are improving. DHE goals are being met. And the multi-year strategic plan is well on its way to a successful outcome. The BOT recommends the maximum state allowed salary increase.

Upon motion presented by J. Bowen and moved and seconded by P. Mirante it was moved that the BCC Board of Trustees approves President Kennedy's evaluation for 2024-2025 Academic Year. Additionally, a motion made by J. Bowne and moved by D. Gonzalez with second by A. Lindemann that President Kennedy receive all allowable increases for presidents as determined by the Board of Higher Education, including but not limited to merit, cost of living, and/or equity increases, in acknowledgment of the President's leadership and performance as reflected in her annual evaluation; it was VOTED unanimously approved.

ADMINISTRATIVE ACTIONS

B. Dolan presented personnel actions for the period of April 28, 2025 to June 16, 2025 (attached).

Upon a motion duly made by M. Rivers Murphy, and seconded by L. Kiely, it was VOTED unanimously to approve the personnel actions as presented.

NEW BUSINESS

Delegation of Board Authority

Upon a motion that the Berkshire Community College Board of Trustees designates the delegation of Board Authority to President Ellen Kennedy beginning June 17, 2025 until the first formal Board meeting on August 26, 2025 and the President agrees to consult with the Chair or Vice Chair of the Board when using the summer delegation of authority for personnel matters and other related business.

Upon a motion made by J. Vrabel and seconded by C. Chacon, it was VOTED unanimously to approve the delegation of board authority.

ADJOURNMENT

The meeting was adjourned at 5:52pm with motion by A. Lindemann and with second by P. Mirante, VOTED unanimously.

DATE:

Respectfully submitted,

Heather Seely

Approved:

Julie Bowen, Board Chair

Berkshire Community College

Personnel Actions for the Period: April 30, 2025 - June 16, 2025

NAME	EFFECTIVE DATES	TITLE
<u>Appointment - AFSCME</u>		
Beth Storie	May 12, 2025	Administrative Assistant II - Workforce and Community Education
<u>Appointment - Non-unit Professionals</u>		
Matthew Kenny	July 1, 2025	Dean of Science and Business
Meghan MacBain	September 1, 2025	Director of Compliance and Advocacy
<u>Appointment - Full Time Faculty</u>		
Michael Cotrone	August 27, 2025	Assistant Professor of Biology
Betsy Gamrat	August 27, 2025	Assistant Professor of Computer Science
Sadia Mansoor	August 27, 2025	Assistant Professor of Business
<u>Change of Position</u>		
Savannah Stanley	January 7, 2025	Special Programs Coordinator, TRIO
Ellis Maynard	May 15, 2025	Program Manager, Workforce Success and Readiness
Micaela Scapin	June 1, 2025	Admissions Counselor
Casey Young	June 1, 2025	Admissions Counselor
Judith Weiner	July 14, 2025	OLLI at BCC Program Manager
Kathryn Sondrini	August 27, 2025	Assistant Professor of Nursing
Liesl Schwabe	August 27, 2025	Assistant Professor of English