



(APPROVED)

BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTS

MINUTES OF TRUSTEES SPECIAL MEETING
December 2, 2025

CONVENING

A regular meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, December 2, 2025, via Zoom. Chair Bowen called the meeting to order at 4:31PM and noted that meeting will be cablecast on Pittsfield Community Television. These meetings are allowed to be recorded under the MA Open Meeting Law and are not subject to editing. H. Seely conducted a roll call and noted that a quorum was present.

PRESENT: Chair Bowen; Trustees: Chacon, Cuyler, Gonzales, Myers, Rivers Murphy, Student Trustee Reyes-Pagan, Hughes

ABSENT: Kiely, Vrabel, Zaffanella

ALSO PRESENT: Jane Singer, Executive Director of Human Resources; Assistant to the President, Heather Seely
Additionally, N. Mooney, R. Bucknell
Media: PCTV

PRESIDENTIAL SEARCH

J. Bowen noted that presidential profile had been returned from the Department of Higher Education (DHE) with several updates. Julia Bowen outlined the changes, including new language describing the DHE and the Massachusetts Community College System, clarification on salary details, and a more explicit outline of the hiring process. The most notable revision was to the minimum qualifications for candidates: the profile now allows for either significant senior-level administrative experience in higher education or substantial senior management experience in a relevant field outside higher education, reflecting state guidelines. Board members discussed these changes,

A motion to approve the presidential profile, with allowance for minor non-substantive edits, was made by M. Myers, seconded by M. Rivers Murphy, and passed unanimously by roll call vote.

ADJOURNMENT

The meeting was adjourned at 4:38 pm with motion by M. Rivers Murphy and seconded by M. Myers and was VOTED unanimously.

DATE:

Respectfully submitted,

Heather Seely

Approved:

Julia Bowen, Board Chair