

BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTSMINUTES OF TRUSTEES MEETING
May 2, 2017**1. CONVENING**

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, May 2, 2017, in the General Bartlett Room of the Susan B. Anthony Building. Chair Rodowicz called the meeting to order at 4:30 pm.

PRESENT: Chair Rodowicz, Trustees Bowen, Bradway, Caccaviello, Hiltpold, McCormick, Mirante, Zaffanella, and Student Trustee Palmieri

ABSENT: Trustees Crane

ALSO PRESENT: From BCC's Executive Council: President Kennedy; Vice Presidents Cote, Delaney, Law and Smith; Deans Curtis, Klepetar and Wallace; Assistant to the President, Kim Brookman
BCC Guests: Erika Allison, Chris Aylesworth, Julia Curletti, Susan Downey Luhrmann, Beth Fiscella, Connie Flynn, Tricia Guerino, Charlie Kaminski, Beth Lapierre, David Lesure, Johannes Nightingale, Elena Nuciforo, Mitch Saviski, Deb Thayer, Tochi Ubani, Christina Wynn
Press: Jonathan Levine (Pittsfield Gazette), Jonah Alemany, Jeffrey Vecellio, (PCTV)

2. APPROVAL OF THE MINUTES

Upon a motion duly made and seconded, it was VOTED unanimously to approve the minutes of the March 28, 2017 meeting.

President Kennedy welcomed and introduced newly appointed trustee Julia Bowen.

3. PRESIDENT'S REPORT**a. New Employee Introductions**

VP Law introduced Deb Thayer, BCC's new Database Analyst/Programmer.

Tochi Ubani introduced Tricia Guerino, BCC's new Assistant Professor of Practical Nursing.

Dean Klepetar introduced Julia Curletti, Assistant to the Dean of Enrollment Management & Student Success.

b. Sabbatical Report (Beth Fiscella)

Professor Fiscella's sabbatical was focused on Doctoral work regarding improving the care of older adults in our community through improving medication reconciliation particularly with high-risk medications (anticoagulants, cardiac meds, diuretics, antipsychotics, opiates).

Older adults often suffer from multiple chronic illnesses and consequently may receive healthcare from a diverse set of providers. This makes them more likely to receive multiple prescriptions from multiple providers than any other age group.

This increasing complexity of medication regimens leaves older adults vulnerable to the hazards of polypharmacy and adverse drug reactions and puts them at high risk for medication errors during care transitions such as admissions, discharges and transfers.

It is estimated that nearly 40% of all hospital admissions in the United States are adults age 65 and older, with approximately 30% of these being a result of medication adverse reactions.

Inadequate medication reconciliation across care continuums contributes greatly to this problem and may cost nearly half of every healthcare dollar spent.

During the 10-week project, each participant committed two weeks to four customized 1:1 education sessions focusing on the safe use of high-risk medications.

These were based on the responses to a pre-education medication knowledge questionnaire. The effectiveness was then evaluated by a post-education questionnaire.

- New RNs spend 75% of their working lives caring for older people
- 65% of all patients in acute-care hospitals are age 65 or older
- 83% of those in home care are age 65 or older
- 92% of those in nursing homes are age 65 or older

Competent and safe nursing care of the older adult requires specific knowledge, skills, and attitudes as well as an appreciation of the unique geriatric paradigm.

c. STEM Starter Academy (Erika Allison, Johannes Nightingale)

Charlie Kaminski introduced Erika Allison, STEM career counselor.

Erika interviewed county employers to see what their STEM employees do and what skills they are looking for in an employee. She and Johannes created a video series to showcase this. The first one is called STEM Works in the Berks. The second one is called STEM Hires in the Shires and focuses on alum who work in the Berkshires. The funding for the video series came through an incubator project.

Erika showed a segment of one of the videos.

d. EAB (Educational Advisory Board) Update (Adam Klepetar)

Dean Klepetar talked about the decline in population in Berkshire County and the decline in school enrollment. EAB shifts the paradigm of how we work with students, helping the student look at the end goal.

Adam reviewed the Navigate application with the Board. The next step in the project is to setup the advising tool.

Expectations are, using this tool will help increase our retention rate.

e. Community Health Worker Certificate Program (Chris Aylesworth, Elena Nuciforo)

Elena Nuciforo presented the following on the Community Health Worker Program.

Definition: Assist individuals and communities to adopt healthy behaviors. Conduct outreach for medical personnel or health organizations to implement programs in the community that promote, maintain, and improve individual and community health. May provide information on available resources, provide social support and informal counseling, advocate for individuals and community health needs, and provide services such as first aid and blood pressure screening. May collect data to help identify community health needs.
(Bureau of Labor Statistics, US Department of Labor)

- Massachusetts Board of Certification of Community Health Workers was signed into law and became effective on January 1, 2012.
- US Department of Labor: BCC received Guided Pathways to Success in STEM grant.
- Accountable Care Organizations (ACO) provide coordinated care to Medicare patients involving groups of doctors, hospitals, and other health care providers.
- Framing the Future: Initiative by the Association of Schools and Programs of Public Health (pathways to public health education).

Core Competencies:

1. Outreach methods and strategies
2. Individual and community assessment
3. Effective communication
4. Cultural responsiveness and mediation
5. Education to promote healthy behavior change
6. Care coordination and system navigation
7. Use of public health concepts and approaches
8. Advocacy and community capacity building
9. Documentation
10. Professional skills and conduct

Certificate Curriculum:

- Total of 28 credits (two semesters).
- Four CHW courses:
 - CHW Core Competencies (4 credits)
 - Essential Health Topics for CHWs (3 credits)
 - Introduction to Public Health (3 credits)

- Practicum for CHW (125 hrs. 3 credits).
- CHW Certificate credits are *stackable** into the Associate Degree in Health Science with focus on community health.

Associate Degree in Health Science with focus on Community Health:

- Develop and introduce one new course: US Health Care System.
- MassTransfer and Articulation Agreement with UMass (working with UMass Amherst School of Public Health and UMass Amherst Undergraduate Admissions).
- Other colleges and universities: work on projects and transfer options (ACPHS, Williams College, SUNY Albany, MCLA, Springfield College, American International College, etc.).

Prospective Audience for CHW Certificate and Associate Degree:

- Locals interested in community health and continuing on to a Bachelor's Degree in public health (and possibly MPH).
- Current employees of health care and social service providing organizations and agencies.
- Seniors in the local community who are working with the Federal program The Senior Community Service Employment Program at the Elder Services.
- Taconic High School Students enrolled in the Allied Health Program.
- Pre-nursing program students who did not get into BCC nursing program.

Future Plans:

- Creation of employment opportunities
- BCC Center for Continuing Education
- CHW network based at BCC
- Community-based public health projects
- Research opportunities

Board Chair Rodowicz commended Elena's work on the new CHW Certificate Program.

4. STUDENT TRUSTEE REPORT

President Kennedy introduced Danielle as BCC's 29 Who Shine Student of the year.

New Student Danielle Palmieri reported the following.

On April 4th, Berkshire Community College held the Pakistani luncheon. Not only did our faculty members and students teach our guests about our education system, but we learned from them as well.

On April 13th, we hosted 6th graders at BCC. Students from Reid Middle School and Greylock Elementary School were able to experience college by listening to our student panel, information sessions, and exploring different future careers.

On April 19th, we held our Experience BCC event. Prospective students were able to tour, sit-in on classes, and meet with our professors and deans. This allowed them to picture what their educational journey at BCC would look like.

On April 20th, we had a Green Team Mini-Fair and Forum. This event taught students about green initiatives and the BRTA schedules. We also had representatives from MassRides and MassPIRG.

On April 21st, we were honored to have the acclaimed author Martín Espada deliver a poetry reading and presentation. Faculty members and students gathered in the Boland Theatre for this wonderful event. After the presentation, he held a book signing.

On April 22nd, the BCC soccer team defeated UMass Amherst. Congratulations to our Falcons!

On April 25th, members from the Student Government Association sold cookies and cupcakes, in order to support and raise money for Autism Awareness and Acceptance Month. Students and faculty members came together to support this wonderful cause. We raised over \$200.

On April 26th, 5th graders from Stearns Elementary School came to BCC, in order to celebrate Earth Day. They were able to take a tour and learn about turtles. The students read poems and letters to President Kennedy.

On April 27th, Berkshire Community College held the Phi Theta Kappa Induction Ceremony. This event allowed us to recognize our students who have achieved academic excellence.

Also, on April 27th, we had our annual Green-Up/Clean-Up day. Student and faculty members volunteered their time, in order to beautify our beloved school.

Another event that took place on April 27th was the student and faculty basketball game. It was a close game, but in the end, the students won!

5. ALUMNI TRUSTEE REPORT

Jeff Hiltbold reported the following.

The annual BCC Alumni Gathering is tomorrow, May 3rd at 5:30pm at Zucchini's restaurant, where we can catch up with old friends and make some new ones. It is a free event and open to all alumni and friends of BCC. There will be a special performance from BCC Players production of 'Next to Normal'. Graciously, President Kennedy will be there to fill us in on all the exciting news from the college. Additionally, a new slate of officers of the Alumni Board of Directors will be introduced.

Planning is under way for the Community College Night at Fenway Park. The event is on Thursday, September 28, 7:10 PM, against the Astros. The Red Sox are making outfield bleacher seats and grandstand seats available, but the ticketing link is not set up yet. Bleacher seats are projected to sell at slightly more than \$30 and grandstand seats will be approximately \$60, based on location. Prices are before ticketing fees. We expect to have some seats available around home plate, but they should sell quickly once the link goes live. Any BCC student, alum, faculty or staff member will be able to purchase tickets, until they sell out.

Please contact the advancement office at 236-2186 for specific information. All 15 community colleges in Massachusetts will be sending student representatives to the game. They, and most

of the community college presidents, will participate in a brief ceremony on the field before the game.

Lastly, the Alumni Association will be proud to once again give away Free Coffee Mugs with the BCC Alumni Association logo imprint, to all graduates at this year's graduation.

6. FOUNDATION BOARD TRUSTEE REPORT

Vice President Smith reported the following.

New vinyl flooring was installed in some of the faculty offices at the South County Campus.

Champlain Masonry has started repairing and repointing the façade and south side of the building. The work is scheduled to be complete in about a week.

One of our tenants, GoodWorks Insurance, has given their notice and will be vacating their storefront space as of May 1. This is due to a merger with Wheeler and Taylor and a subsequent office move.

The Forty under 40 event looks to be a successful event. Close to 400 tickets were reserved for sponsors and/or purchased, this is at least 75 more than last year. It is expected that the event will net approximately \$35,000.

The BCC Dog Show, which was held yesterday. Attendance was up significantly to more than 250 people, as were the number of dogs registered when compared to last year (Approx. 40).

The two main highlights of the Foundation meeting were an announcement by our treasurer that, for the first time, total Foundation assets exceeded \$10 million. In addition, the Foundation Board celebrated making the final mortgage payment on South County Center.

7. SUBCOMMITTEE REPORTS

a. Academic Planning

Community Engagement, Education & Workforce Development

Renamed Division from Community Education & Workforce Development to Community Engagement, Education & Workforce Development.

Updates from the Departments

Adult Learning Program

South County Center

- Needs assessment to be done. Interviewing some possible groups and individuals who could conduct the necessary needs assessment, which would include possible curriculum adjustments and additions (maybe a teaching kitchen).
- Adult College Experience just completed and it is being refined. Final report to be developed soon.

- Flying Cloud Institute for Young Women in Science program to move to SCC this summer. It was on main campus last summer.

Community Education

- STEAM Program – 3rd graders in Pittsfield – will be held this summer. 3 sessions offered.
- Introduction to Insurance program to be offered in the fall. This will prepare people over 17 years old for various jobs in the insurance field.

Corporate Training

- BCREB Level 1 Manufacturing Grant wrapping up – exceeded training goals with the 8 completing the entire cohort, 32 students completing the hoisting training, and the students in the Paper & Pulp course, as well as the Waste Water Treatment class.

OLLI

- Cokie Roberts event –at Mahawie
- Mentorship Program - Danielle was paired with a physician (Dr. Thomas Joseph) because of her aspirations to become a doctor. They discussed career goals, and college transfer and application process.

Academic Affairs

New Programs/Courses

- New Certificate: Community Health Worker Certificate
- Looking to do a Sociology concentration in the Liberal Arts come this September
- Global Education is being explored and discussed. These are experiences typically seen at 4-year schools, but BCC is looking to create a program. The information was presented at the Teaching and Learning Conference held last month. Marcy Yeager at Northern Essex Community College was one of the presenters and discussed the global access provided to the students at NECC. Opportunities included are the possibility to collaborate across all 15 community colleges to create a larger group of students to participate and possibly look at semesters abroad.
- Teaching & Learning Conference will be held at BCC in 2018. All 15 community colleges across the state will participate. The conference can draw 400-500 people.
- The Zine literary magazine was just released.

b. Executive

Nothing to report at this time.

c. Finance

Vice President Law presented the FY17 Third Quarter Trust Fund Report.

Upon a motion duly made and seconded, it was VOTED unanimously to approve the Berkshire Community College FY17 Trust Fund Report for the quarter ending March 31, 2017.

VP Law briefly discussed the budget for FY18 and the recommendation from the Finance Committee to increase fees for the upcoming year.

Upon a motion duly made and seconded, it was VOTED unanimously to approve an increase in the college service fee of \$4 per credit, an increase in the technology fee of \$4 per credit, and an increase in the student activity fee from \$25 to \$30 per semester for Academic Year 2017-2018.

d. Human Resources

Will be meeting soon to discuss the President's annual evaluation.

e. Nominating

Nothing to report at this time.

8. ADMINISTRATIVE ACTIONS

a. Personnel Actions

VP Cote presented the personnel actions.

Upon a motion duly made and seconded, it was VOTED unanimously to approve the personnel actions for the period March 22, 2017 through April 24, 2017.

Upon a motion duly made and seconded, it was VOTED unanimously to approve the addendum for the personnel actions for the period March 22, 2017 through April 24, 2017.

9. OTHER BUSINESS

a. Old – None.

b. New – None.

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

- Next to Normal Reception and Production will be held on Saturday, May 13th. Reception from 6:30 – 7:30 pm with the production beginning at 8:00 pm.
- May 18 – Physical Therapy Assistant Pinning at 6pm
- May 23 – Associate Degree Nursing Pinning at 7pm
- May 24 – OLLI Annual Meeting at the Mahaiwe Theater with keynote speaker Cokie Roberts
- June 1 – Awards Night at 6pm
- June 2 – Commencement 4:30pm

10. ADJOURNMENT

The meeting was adjourned at 6:23 pm. The next scheduled meeting will be held on June 20, 2017.

DATE: May 27, 2017

Respectfully submitted,



Kim Brookman

Approved:



Darlene Rodowicz, Board Chair

