



(ATTACHMENT I)

BERKSHIRE COMMUNITY COLLEGE  
PITTSFIELD, MASSACHUSETTS

MINUTES OF TRUSTEES MEETING  
April 23, 2019

1. CONVENING

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, April 23, 2019, in G12 of the Susan B. Anthony Student Center. Chair Rodowicz called the meeting to order at 4:32 pm.

PRESENT: Chair Rodowicz; Trustees, Bowen, Casper, Crane, Hiltpold, Kiely, Mirante, and Zaffanella; Student Trustee Garcia-Rijos

ABSENT: Trustee McCormick

ALSO PRESENT: From BCC's Executive Council: President Kennedy; Vice Presidents Berne, Klepetar, and Law; Assistant to the President, Kim Brookman  
BCC Employees and Guests: Chris Aylesworth, Cara Borella, Drew Hicks, Wayne Klug, Chris Laney, Melissa Loidice, Alzie Mercado, Jay Miller, Chuck Prescott, Arlen Rauschkolb, Ellis Richardson, Mitch Saviski, Margaret Stephenson, Jonah Sykes, June Tooley, Christina Wynn  
Press: Amada Drane (Berkshire Eagle), Jonathan Levine (Pittsfield Gazette), David Wyatt (PCTV)

2. APPROVAL OF THE MINUTES

*Upon a motion duly made and seconded, it was VOTED unanimously to approve the minutes of the March 26, 2019 meeting.*

3. PRESIDENT'S REPORT

a. New Employee Introductions

Jonah Sykes introduced Cara Borelli and Jay Miller, two new members of the graphics department.

President Kennedy introduced Melissa Loidice, BCC's new Director of Human Resources.

Chris Laney introduced Alzie Mercado, BCC's new Technical Theatre Director.

**PATIENT RATING FORM**

Patient's code \_\_\_\_\_ Therapist \_\_\_\_\_ *Circle one:* OT PT Speech

Please circle the number that best reflects your evaluation of the patient on each trait, as he or she proceeds through rehabilitation. Try to make use of the full 5-point scale.

This patient . . .

1. asks relevant questions	focuses on trivial issues
5	1
2. asks for more rehabilitation	shows little apparent interest in rehabilitation
5	1
3. participates despite fatigue	uses fatigue as an excuse not to participate
5	1
4. performs follow-up exercises	does not perform follow-up exercises
5	1
5. complies with rehabilitation	resists rehabilitation
5	1
6. initiates therapeutic activities	displays passivity and/or pessimism
5	1
7. overall, is highly motivated	overall, is not very motivated
5	1

**Correlations**

Resilience self-scores and Question 7 therapist ratings

<u>Resilience component</u>	<u>Inpatient</u>	<u>Outpatient</u>	<u>Combined</u>
Self-perception	.12	.15	.16
Planned future	.14	.15	.15
Social competence	.39	-.11	.05
Family cohesion	-.01	.23	.18
Social resources	.16	.25	.23
Structured style	.24	.06	.10

Issues to be resolved:

1. Is the Motivation Scale somehow not valid?
2. Using the six behavioral questions, there are no results to report.
4. Will a rehabilitation journal publish a report using only the seventh – evaluative question?

The Board found the first portion of the report to be very interesting.

- Reorganization of Student Affairs and Academic Affairs
  - Student Affairs re-organization
    - Redesign intake, enrollment, advising into One-Stop
    - Redesign of Enrollment Management
    - Redesign of Student Engagement, Student Support, and Recreational Activities
  - Academic Affairs re-organization
    - Four new divisions: Humanities and Social Sciences; Business and Workforce Development; STEM; Nursing.
    - Redesign of Center for Teaching & Learning into Division of Teaching, Learning and Instructional Innovation.

Governing Board:

- Board members' orientation and self-evaluation
- Board involvement in major planning and initiatives
- Board interaction and communication with College community
- Evaluation of the President
- Financial oversight and risk management

Internal Governance:

- All-College Meetings
- College Senate
- Academic Affairs and Educational Affairs Committee
- MACER
- Students' input into governance

Some examples of specific board approvals:

- Academic Programs discussed and approved by Board
  - Medical Coding Program
- Student fees
- Facilities updates
- Strategic Plan
- Campus Safety Assessment
- IT Data Security

3.19 – Systematic Review

- Board members want to, and should be, more engaged
- More context is needed on subjects to have better conversations

Margaret Stephenson discussed the new dashboard platform from the State, Tableau. All Trustees will be receiving access.

d. Workforce Plan Update – Jennifer Berne

Reasons for Academic Affairs Re-organization:

- Teaching and learning - Dean
- More attention on the nursing program – Dean of Nursing

- Scholarships are in the process of being awarded
- Awards Night on May 30<sup>th</sup>
- Nursing Reunion is happening in June
- The Investment Report is looking better.

## 6. ALUMNI TRUSTEE REPORT

Alumni Board has been raising funds throughout the last year through paint and sips, bowling, save around books, etc. to award their first Alumni Board scholarship in the amount of \$500 at awards night 2019. The criteria for the scholarship: a returning student whose parent or grandparent graduated from BCC.

The Alumni Board will hold its annual gathering on Wednesday, May 1, at Zucchini's.

## 7. SUBCOMMITTEE REPORTS

### a. Finance Committee

Vice President Law reported on the FY20 preliminary budget.

#### Core Assumptions:

- Goal of Breakeven
- State Appropriation (Up 1%)
- Enrollment (Down 5% FTE)
- Student Fees (No Increase)

#### Trends:

- Flattening State Appropriation
- Declining Population in Berkshire County
- Increasing Competition (Online, Four-Year, Etc.)
- Improving Economy
- Growing Student Need for Support Services

#### Budget Approach:

- Maintain Focus on Students
- Manage Expenses Carefully
- Make Strategic Investments
- Be Realistic & Flexible

Vice President Law presented the 3<sup>rd</sup> Quarter Trust Fund Report.

*Upon a motion duly made and seconded, it was VOTED unanimously to approve the FY19 Trust Fund Report for the third quarter ending March 31, 2019.*

- Spring Musical (Pippin) and Reception – Saturday, May 11, 6:30pm
- Commencement – Friday, May 31, 4:30pm

10. ADJOURNMENT

The meeting was adjourned at 6:28pm. The next scheduled meeting will be held on June 25, 2019.

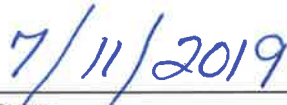
DATE: June 25, 2019

Respectfully submitted,

  
\_\_\_\_\_  
Kim Brookman

Approved:

  
\_\_\_\_\_  
Darlene Rodowicz, Board Chair

  
\_\_\_\_\_  
Date