

BERKSHIRE COMMUNITY COLLEGE  
PITTSFIELD, MASSACHUSETTS

MINUTES OF TRUSTEES MEETING  
March 28, 2017

1. CONVENING

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, March 28, 2017, in the General Bartlett Room of the Susan B. Anthony Building. Chair Rodowicz called the meeting to order at 4:33 pm.

**PRESENT:** Chair Rodowicz, Trustees Bradway, Caccaviello, Hiltbold, Zaffanella, and Student Trustee Palmieri

**ABSENT:** Trustees Bowen, Crane, McCormick, and Mirante

**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: Chris Aylesworth, Amy Borden (HSV Student), Josh Costa, Kari Dupuis, Chris Laney, David Lesure, Nicole Mooney, Joan Peters (HSV Student), Kevin Polidoro (HSV Program Grad), Pamela Preston (HSV Student), Larry Stalvey, Charles Stephens, Edwin Sutton (HSV Program Grad)  
Press: Jonathan Levine (Pittsfield Gazette), Jack, Fazzino, Jeffrey Vecellio, 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 January 31, 2017 meeting.*

Chair Rodowicz welcomed and introduced newly appointed trustee Carlo Zaffanella.

3. PRESIDENT'S REPORT

a. New Employee Introductions

President Kennedy introduced Jill Sasso Curtis, BCC's new Dean of Community Engagement, Education & Workforce Development.

Dean Klepetar introduced Charles Stephens, BCC's new Coordinator of Career Planning and Placement.

Dean Wallace introduced Larry Stalvey, BCC's new Academic Counselor for TRIO.

b. Program Review Human Services

Interim Vice President of Academic Affairs introduced Kari Dupuis, Assistant Professor of Human Services.

The following highlights major findings from the HSV 2016 program review.

- In Fall, 2015 there were a total of 95 students enrolled in the HSV program (Social Work Transfer 77; and Human Services Certificate 18).
- Seventy percent of those students were female and 30% were male.
- The data shows the following representation by race/ethnicity for HSV students: 70 - White (74%); 12 - Black/African-American (13%); 8 - Hispanic (8%); 1 Asian (1%); 1 - Unknown (1%); and 3 - two or more races (3%).
- Seventy five percent of HSV students were non-traditional (22 years or older) and 25% were traditional age students.
- In the last ten years, the HSV program has seen a significant growth in its enrollment numbers. For example, there was an average of 59 students enrolled in the HSV program between the years 2006-2010.
- There was a significant jump in HSV enrollment in the years 2011-2015 with an average of 91 students enrolled in the program (average of 78 students in the Social Work Transfer program; and 13 students in the Human Services Certificate program).
- Overall, there has been a 54% increase in the number of students enrolled in the HSV program in the past 10 years.
- Enrollment in evening courses by HSV students has increased by 11% with 45 students enrolled in an evening course in 2011 and 50 students in 2015.
- Additionally, 51% of HSV students attended full-time during the Fall, 2015 semester. In contrast, 34% of all students at BCC attended full-time during this same period.
- This is a positive reflection for the HSV program, since research data shows that full-time community college students have significantly higher graduation rates when compared to students that attend part-time (American Association of Community Colleges: Trends in Community College Completion, March 2015, pp. 6-7).
- In the last 5 years, a total of 86 students, or 15 students each year, have graduated from the Human Services program. Of these students, 70 received an Associate's Degree in Human Services and 16 graduated with a Certificate in Human Services.
- In regards to transfer rates, in the last 5 years a total of 125 HSV students have transferred to more than 40 different colleges including: Elms College (35 students); Massachusetts College of Liberal Arts (18 students); Westfield State University (8 students); College of St. Rose (2 students); Springfield College and UMASS, Amherst (3 students enrolled at each respective college).
- Although we have seen a decline in population in Berkshire County, the job outlook for social workers is quite positive.

- According to the U.S. Bureau of Labor Statistics, employment rates for social work is expected to grow by 12 percent from 2014 to 2024. This rate is considered faster than the average for all occupations.
- Additionally, significant growth is expected for the following specialties in Social Work: Counselors (26.8%); Community and social service specialists (12.4%); Substance abuse counselors (8.8%); Mental health workers (8.5%) Child, family and school social workers (5.8%); and Human service assistants (5%) (Occupational Outlook handbook, 2016-17, Social Work).

A few of the key strengths of the Human Services program at BCC are as follows:

- Strong teaching methodologies
- 30 internships sites throughout Berkshire County
- 240 hours of field practicum experience
- Articulation agreements with the following colleges granting a BSW degree: Elms College; Western New England College; and Westfield State College.
- Twenty five percent of all HSV students participated in service learning this past semester.
- Active Human Services Advisory Board

A few of the key areas recommended for growth of the Human Services program at BCC are as follows:

- To add a second full-time faculty member in order to meet the needs of our growing student population. Human Services program should be staffed with two full-time faculty members. This second position will fill an opening that became available due to the retirement of the former HSV program advisor.
- Create hybrid and evening course options for students and actively explore the implementation of a HSV cohort program Fall, 2018. Meeting has already been held with Lauren Goodman. Create a cohort plan this summer, 2017.
- To add 10 new field work sites in Berkshire County. New sites this year include: Tapestry Health; Elizabeth Freeman Center; Louison House in North Adams; Caleb Group; Boys and Girls Club of the Berkshires; Hospice; and Goodwill.
- Expand the Human Services Certificate program to include substance abuse (and possibly related area). The goal is to ensure there are maximal job prospects for students upon graduation. Develop one new addiction course (HSV Special Topics course) for certificate program. Goal is to offer Substance Abuse Certificate program Fall, 2017.
- Develop a new Human Services elective course "legal and ethical issues in the helping professions". This course could be taken by any student at BCC going into a helping profession. Anticipated start date is Fall, 2019.
- To match at least 5 HSV students with a mentor - either from the Mentoring for Success program or with a 2<sup>nd</sup> year HSV student from the HSV mentoring program.

Kari introduced the current and former HSV students who were in attendance. They all spoke about their positive experiences in the program.

c. PIF Grant Co-requisite Developmental English

Interim Vice President of Academic Affairs introduced Nicole Mooney, Associate Professor of English.

The PIF Grant

- BCC and 2 other colleges received this grant
- \$125,000 to each school
- Gina Stec was instrumental to BCC's success in receiving the grant
- Will cover the cost of bringing experts like Peter Adams to campus, and...

Nicole gave a brief presentation on the corequisite model that will be used this fall. Students who test into developmental writing\* will take ENG 090 as a *corequisite* with ENG 101, rather than as a *prerequisite* for ENG 101. \*These students need to be at college-level reading. The standalone developmental course, ENG 060, will no longer be offered. This modal should increase retention and academic success by having students who place into developmental level writing begin degree-bearing courses sooner. The students can work toward a degree sooner (while reducing the number of developmental writing credits from 4 to 3).

060	090
Standalone course	Companion course to ENG101
Must complete before enrolling in ENG 101	Must complete in the same semester as ENG 101
4 Credits (nondegree)	3 Credits (nondegree)
Skills prerequisite of ENG 020	Skills prerequisite of College-level reading
Cap of 16 students	Cap of 11 students
Writing Assignments particular to that course (five essays plus midterm and final essays)	Writing assignments are designed to support work in 101 (short writing assignments and work on 101 essays)

Some other benefits that have been seen in other corequisite programs:

- reduces stigma
- improves attachment
- provides stronger role models
- encourages cohort effect
- changes attitude toward developmental course
- allows individual attention

- allows time for non-cog issues
- allows coordination of the two courses

#### 4. STUDENT TRUSTEE REPORT

New Student Danielle Palmieri reported the following.

On February 14th, Berkshire Community College held its Love Carefully Day luncheon from 11:30 am-1:00 pm in the cafeteria. Lunch was \$2 and students were also able to buy carnations for fifty cents. We had an excellent turnout of approximately 200 people.

For the month of March, members from our Student Government Association were able to read to the students at Stearns Elementary School.

On March 1st, Eleanore Velez and Roslyn Broch brought members from our Student Government Association to the State House to attend PHENOM. Students went to the Higher Education Advocacy Day, in order to show the need for affordable college tuition.

Also on March 1st, Berkshire Community College hosted a free movie night at 6:30 pm at the Beacon Cinema for Black History Month. Hidden Figures was the chosen film, which is based on the true story of three brilliant African-American women working at NASA.

On the weekend of March 3rd, our BCC Players presented the play, Dancing at Lughnasa, which took place in Ireland in 1936. Our students told the story of five unmarried sisters who found joy, hope, and romance through music.

On March 23rd, Berkshire Community College and our Foundation held its second annual 40 under Forty awards ceremony. These young professionals have contributed to the Berkshires and stood out amongst the crowd. These honorees should be very proud of their achievements!

On Saturday, March 25th, we had our Open House from 10:00 am until noon. Prospective students were able to explore what BCC has to offer. Student Life, our STEM Starter Academy, and our Writing Center were amongst the many opportunities they were able to explore. Families were able to hear from our current students by listening to our Student Panel. We also had breakout informational sessions for career opportunities, paying for college, and the transfer process. Our student leaders gave group tours, which gave families the full BCC experience.

On March 25th, we also held our Wellness Day Fair from 10:00 am-2:00 pm in Paterson Field House. It was hosted by our Physical Therapist Assistant Program. The day was filled with many activities, such as fitness classes, chair massages, educational booths, and raffles. Proceeds were to benefit Empower Spinal Cord Injury.

On March 27th, we had our annual Legislative Breakfast. Two of our student ambassadors and one member from our Student Government Association were present. This event allowed our students to not only learn about issues, but inspire them to make a difference.

## 5. ALUMNI TRUSTEE REPORT

Jeff Hiltpold reported the following.

- 49 people attended the Paint 'n Sip proceeds of \$460 were generated.
- Charles Stephens, BCC coordinator of Planning and Placement has reached out to us about ways we can partner.
- We had a table at Thunderfest in Adams.
- We had a table at the BCC Open House Saturday.
- We are working on updating the Alumni page on the BCC website.
- We are planning our annual spring/public meeting.
- We are discussing setting up our own free database account to track alumni who are passing their contact information to us.
- We are currently planning on having reps at BCC's Annual Not Your Average Dog Show and helping Craig any way we can with the 2nd annual Community College Night at Fenway Park.

## 6. FOUNDATION BOARD TRUSTEE REPORT

Vice President Smith reported for Trustee Laurens.

40 Under Forty was a huge success. This year's event was held at the Crowne Plaza, 400 people attended and there were 30 sponsors for the event.

President Kennedy reported the following.

The International Culinary Dinners have begun and are scheduled on Wednesday nights. A Four Freedoms event is scheduled on campus this Saturday, April 1<sup>st</sup> from 9am – 4pm. BCC will be accepting the Difference Makers Award tomorrow evening. Our ecology flag was lowered to half-staff today at 2pm.

## 7. SUBCOMMITTEE REPORTS

### a. Academic Planning

Nothing to report at this time.

### b. Executive

Nothing to report at this time.

### c. Finance

Vice President Law updated the Board on the paving project. 90% - 95% of all pavement will be replaced. The \$3.4 million project that will begin on Monday, April 3<sup>rd</sup>.

### d. Human Resources

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

e. Nominating

Will be meeting to discuss the four seats turning over in 2019.

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 January 18, 2017 through March 21, 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 13<sup>th</sup>. Reception from 6:30 - 7:30 pm with the production beginning at 8:00 pm.

10. ADJOURNMENT

The meeting was adjourned at 6:05 pm. The next scheduled meeting will be held on May 2, 2017.

DATE: April 24, 2017

Respectfully submitted,

  
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Kim Brookman

Approved:

  
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Darlene Rodowicz, Board Chair

