

**BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTS****MINUTES OF TRUSTEES MEETING
April 26, 2016****1. CONVENING**

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, April 26, 2016 in the General Bartlett Room, Susan B. Anthony Building. Chair Rodowicz called the meeting to order at 4:33 pm.

PRESENT: Chair Rodowicz, Trustees Bradway, Crane, Dindio, Hiltpold, Laurens, Mirante, and Student Trustee Garcia-Rijos

ABSENT: Trustees Caccaviello, McCormick and Supranowicz

ALSO PRESENT: From BCC's Executive Council: President Kennedy; Vice Presidents Bullock, Cote, Feinerman, Law, Mulholland and Smith; Assistant to the President, Kim Brookman
BCC Guests: Christina Barrett, Karen Carreras-Hubbard, Anna Foss, Sherry Scheer and Heidi Weber
Press: Matt Tucker (PCTV)

2. APPROVAL OF THE MINUTES

Upon a motion duly made and seconded, it was VOTED unanimously to approve the minutes of the March 22, 2016 meeting.

3. PRESIDENT'S REPORT

President Kennedy announced the loss of Robert Boland (1925-2016). BCC's Boland Theatre is named for him. Bob was the first full-time faculty member at BCC.

The President also spoke about the Commonwealth Commitment announced by the governor. Among other benefits, tuition and fees would be frozen for all four years when a student enters the Commonwealth Commitment program, until the student graduates or leaves the program.

a. Program Review Physical Fitness

Anna Foss, Dean of Nursing, Health and Social Sciences, introduced Sherry Scheer. Professor Scheer presented the program review for the Physical Fitness Certificate Program and Health Science Associate Degree Program.

Programs are science based with classes in human anatomy, exercise science, kinesiology, nutrition and physiology of training. The program has grown over the last few years. Course completion rates in these programs are at 80.5%.

Some future efforts include: additional certifications, implementation of guided pathways, articulation agreements/collaborations with local four-year schools.

b. NEH Grant Latino: 500 Years of History

President Kennedy introduced Karen Carreras-Hubbard, reference librarian.

Karen gave a brief presentation on the National Endowment for the Humanities/American Library Association Grant.

In June of 2015, BCC's Jonathan Edwards Library was awarded an NEH/ALA Grant. BCC was the only New England community college out of 203 recipients awarded. The purpose of the grant was to foster communication between cultures and encourage ongoing dialogue between Latino and non-Latino communities.

PBS documentary film "Latino Americans: 500 Years of History" was shown and discussed. Scholar led events were determined before the grant was submitted. Scholars were required to hold a PhD.

A number of events were held beginning in the fall of 2015 that will culminate with a visit from the critically acclaimed international author and Inaugural poet, Richard Blanco on May 5th.

President Kennedy reminded everyone about the BCC Hackfest taking place Friday and Saturday of this week.

The President invited the Board to attend a retirement reception for Vice President Fran Feinerman on May 10th from 4-6 pm. This will be her last board meeting.

4. STUDENT TRUSTEE REPORT

Student Trustee Gladys Garcia-Rijos presented the following:

The PTK orientation was held on March 23rd, seven people attended. The orientation was for students who are considering becoming members of the National Honor Society. Members answered questions, and told them about the benefits.

On March 25th, as a part of their community service, PTK members served meals at St. Stephen's Church.

On March 24th, Gladys attended the 40 Under Forty Awards.

BCC's Spring Open House was held on March 26th. Student Government Association (SGA) gave tours, talked to several prospective students and their parents, and had a student panel discussion.

March 31st, the SGA held a bake sale to raise money for iPods for Alzheimer patients at Melbourne Place. The patients love music.

April 1st, members of the SGA went to Fitchburg State University for the Student Leadership Retreat, sponsored by the Mass Department of Higher Education.

On April 9th, several members of the SGA, Student Ambassadors, and BCC students joined students from our South County campus and MCLA for a bus trip to New York City to visit El Barrio Museum, and have a walking tour of East Harlem. The trips centered on Latin American culture.

During winter break, Beth Wallace and Brianne Morrison were contacted by a student at Williams College. She was doing a project for one of her classes. This project was to form a consortium of Berkshire County and surrounding area colleges. The first meeting occurred in February; in attendance were BCC, MCLA, Williams, Bennington College, Vermont Community College and Southern Vermont College. Since the initial meeting this group has been meeting once a month at MCLA, (May meeting is at BCC). They discuss coordinating events, and the opportunity for students to connect with each other. Currently we have three BCC students attending these monthly meetings.

The Hackathon currently has almost 90 participants from as far away as California and Canada. The students have been working hard and they are ready for this Friday. Opening ceremonies begin at 4 pm on Friday; closing ceremonies will be at 4 pm on Saturday.

We have two extraordinary candidates for student trustee; elections began yesterday and will continue through Friday.

5. ALUMNI TRUSTEE REPORT

Trustee Hiltpold presented the following:

The Alumni Association held a spring gathering that was very well attended. At the event, Lauren Pellegrino talked about Paterson and all the great activity going on there and President Kennedy reported on the BCC renovations. Craig Smith announced a Red Sox Trip that will take place in September.

6. FOUNDATION BOARD TRUSTEE REPORT

Trustee Laurens reported the following:

After more than a decade of incredibly valuable service, Charlie Plungis resigned as treasurer. He will remain on the BCCF Board of Trustees and also will continue to serve on the Finance and Investment Committees. Patricia Sinclair was unanimously voted in as the new treasurer. Charlie has agreed to work with Pat thru this transition and will assist through the end of the current Fiscal year. He will also participate in the creation of the annual budget for the next fiscal year.

Charlie reviewed Foundations financials for the eight months ending on February 29th and stated that income is over budget and total expenses are in line with projections.

On April 1, 2016, the College Business Office will take over the BCC Foundation's back-office finances. The BCC Foundation Board voted to accept this as a temporary arrangement until a formal agreement between the College and Foundation is reached, ideally before the Foundation's May meeting.

Much of the meeting focused on our 40 under Forty event which was successfully executed on March 24th. Over 300 community members and over 30 business sponsors attended the sold-out event. The awards received an overwhelmingly positive response and had a gross income of more than \$56,000. The Foundation expects to see a net income of close to \$40,000, approximately \$25,000 more than last year's fundraiser, the Orchid and Tropical Show. Craig Smith showed a video montage that showcased the event, produced by BCC's marketing and Communications team. We encourage you to view it on the BCC website.

7. SUBCOMMITTEE REPORTS

a. Academic Planning

Nothing to report at this time.

b. Executive

Nothing to report at this time.

c. Finance

Ross Dindio introduced John Law to present the financial review.

Law reported that most revenues for the year are in, expenses are still coming in. There is expected to be a small surplus at the end of the year.

Upon a motion duly made and seconded, it was VOTED unanimously to approve the Berkshire Community College FY16 Trust Fund Report for the quarter ending March 31, 2016.

The Finance Committee discussed other firms but concluded that continuing with the firm O'Connor & Drew was most advantageous.

Upon a motion duly made and seconded, it was VOTED unanimously to approve a renewed engagement with O'Connor & Drew for the financial audit and A-133 audit. This engagement would begin with FY16 and extend for three years with two one-year renewal options. The fee would be \$55,500 for the first year with an annual increase of 3% for subsequent years.

Chair Rodowicz informed the Board that the Finance Committee accepted BCC's new Internal Control Plan and Enterprise Risk Management Plan, letting them know that these plans are available for view by anyone who was interested.

d. Human Resources

Nothing to report at this time.

e. Nominating

Nothing to report at this time.

8. ADMINISTRATIVE ACTIONS

a. Personnel Actions

Deb Cote presented the personnel actions, consisting of:

- Change of Rank to Associate Professor – Faculty
- Emeritus – Faculty

Upon a motion duly made and seconded, it was VOTED unanimously to approve the personnel actions for the period March 15, 2016 through April 19, 2016.

9. OTHER BUSINESS

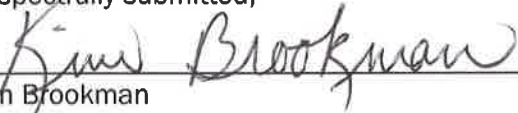
- a. Old - None.
- b. New - None.
- c. Upcoming Events - President Kennedy reviewed the upcoming events.

10. ADJOURNMENT

The meeting was adjourned at 5:47 pm. The next scheduled meeting will be held on June 28, 2016.

DATE: June 11, 2016

Respectfully submitted,



Kim Brookman

Approved:



Darlene Rodowicz, Board Chair

