

(APPROVED)

**BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTS****MINUTES OF TRUSTEES MEETING
April 26, 2022****1. CONVENING**

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, April 26, 2022, remotely via Zoom. Chair Bowen read the disclosure that the meeting was being recorded by PCTV. Chair Bowen called the meeting to order at 4:31PM. Heather Seely took the roll call.

PRESENT: Chair Bowen; Trustees: Bliss, Chacon, Gonzalez, Kiely, Mirante, Myers, Zaffanella
EXCUSED: Casper
ALSO PRESENT: From BCC's Executive Council and President's Cabinet: President Kennedy; Vice President of Student Affairs and Enrollment Management A. Klepetar; Vice President for Administration & Finance A. Wadsworth; Vice President of Academic Affairs K. Hunter, Assistant to the President H. Seely, Director of Human Resources M. Liodice, Director of Strategic Initiatives M. McLaughlin, Dean of Students C. Norcross
BCC Employees and Guests: C. Wynn, T. Maruco, T. Spiro, T. Westlake, M. Martin, S. Reagan, J. Sykes,
Press: Jeffrey Vecellio and David Cachat (PCTV)

2. APPROVAL OF THE MINUTES

Upon a motion duly made by M. Myers and seconded by D. Gonzalez, it was VOTED by roll call vote, to approve the minutes of the March 29, 2022 meeting.

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

- Tattiya Maruco, Interim Dean of Teaching & Learning introduced:
 - Matt Martin, Coordinator of Learning Experience Design;
- Christina Wynn, Dean of Enrollment Management introduced:
 - Sean Reagan, Academic Counselor: Allied Health
 - Tom Spiro, SUCCESS One Stop Clerk IV
 - Tammy Westlake, Nursing Advising and Enrollment Coordinator
- Strategic Plan – Ellen Kennedy, President and Celia Norcross, Dean of Students, two of the Tri-Chairs working with M. McLaughlin, Director of Strategic Initiatives provided and update. We have been engaging campus-wide with review and seeking input for our Mission, Vision and Values statements.

- Phase 4: Design. This is where we get to plan and put actions steps into the plan along with strategies using the SMART-goal framework (Specific, Measurable, Attainable, Relevant, Time-bound). We have added equity and inclusion.
- D. Shreve, Director of Recreation and part of the Mission – Vision Task Force. This is been a process that has been engaging of our community in various ways. We presenting here the revised mission, vision and values statements and welcome edits so we can finalize and move forward with it. Trustees went into breakout rooms for review and discussion.
- Strategy Planning Process is in process and includes SMART-IE, Consistent Framework, Assessment Plan with IE Consultant and Yearly College Scorecard. Each plan has the same framework. M. Loiodice, Executive Director of Human Resources walked through the human resources plan.

4. FOUNDATION BOARD REPORT

No Report at this time

5. STUDENT TRUSTEE REPORT

Student Trustee M. Bliss reported the following:

- Phi Beta Kappa recently inducted members and M. Bliss and E. Trautman attended conference recently.
- Student Government Association is in the process of elections for next year.

6. ALUMNI TRUSTEE REPORT

No Report at this time

7. SUBCOMMITTEE REPORTS

a. **Finance Committee**

Trustee P. Mirante reported the following:

FY22 we are still working on 3rd quarter update and wrapping up spending in 4thquarter. FY23 budget is underway and hope to have a preliminary budget for preliminary approval in June with final approval in October.

b. **Academic Planning Committee**

Trustee M. Myers reported that the committee is working with Academic Affairs to review the Respiratory Therapy Program as the College is evaluating under what conditions they would feel comfortable continuing to operate this program, including curriculum structure, enrollment, program and student outcomes such as exam scores and job placements. They are evaluating what programs aren't being supported due to investment in this program and considering local employer partnerships that may offer support for expenses and student recruitment. To assist, Gray Associates is doing a deep dive into the program, the VPAA and Dean are working with faculty members and the program's advisory board. If there are substantive changes to the program, the VPAA can return to the BOT with updates or to answer questions as requested.

New Program Proposal: Natural and Physical Sciences

This would include an AS in Natural and Physical Sciences, and would support pathways allowing students to focus on the natural science of their choice among physics, biology, BioTech and/or chemistry. The BoT will receive for final approval assuming at the appropriate stage of the review process.

Academic Master Planning Update

Information gathering sessions are complete. The next phase is integration of the Academic Master Plan into the larger Strategic Planning work.

c. Nominating Committee

Trustee L. Kiely reported that the committee met to review by-laws, including committees and meeting timeline, order of business. The proposed revisions will be reviewed for final review and vote in June at the Annual Meeting.

We are awaiting news from the PENC and Governor regarding appointment of new members to fill vacancies and re-appointments.

8. ADMINISTRATIVE ACTIONS

M Loiodice presented the personnel items from March 29, 2022 to April 26, 2022. Including new staff appointments and Professor Emeritus for Dr. Thomas Carey.

Upon a motion duly made by D. Gonzalez, and seconded by C. Zaffanella, it was VOTED unanimously, by roll call vote, to approve the personnel actions presented.

9. OTHER BUSINESS

April is Community College awareness month and will have a letter to editor in shortly. Additionally, please consider the ACCT conference in October in NYC, it's close and a good learning opportunity.

10. ADJOURNMENT

The meeting was adjourned at 5:59PM. The next scheduled meeting will be held on June 7, 2022.

DATE: May 1, 2022

Respectfully submitted,

Heather Seely

Approved:

Julie Bowen, Board Chair

Date