

(UNAPPROVED)

**BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTS****MINUTES OF TRUSTEES MEETING
December 7, 2021****1. CONVENING**

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, December 7, 2021, remotely via Zoom. Chair Bowen read the disclosure that the meeting was being recorded by PCTV. Chair Bowen called the meeting to order at 4:30PM. Heather Seely took the roll call.

PRESENT: Chair Bowen; Trustees: Bliss, Chacon, Gonzalez, Kiely, Mirante, Myers, and Zaffanella
ABSENT: Trustees Casper and Rodowicz
ALSO PRESENT: From BCC's Executive Council and President's Cabinet: President Kennedy; Vice President of Student Affairs and Enrollment Management Klepetar; Vice President for Administration & Finance Wadsworth; Vice President of Academic Affairs Hunter, Assistant to the President Seely, Director of Human Resources Loiodice, Dean of Nursing Moon, Director of Strategic Initiatives McLaughlin, Dean of Students Norcross
BCC Employees and Guests: Karen Hines, George Ambriz, Lyndsay Isham-Morton, L Gordy, S. Reagan, A Lardizal, C Wynn, A Emerson, B LaPierre, L Byrnes, J Jennings
Press: Jeffrey Vecellio and David Cachat (PCTV)
Guests: M Noyes from DHE, D Diiluisse and D Kosow from Auditors

President Kennedy read letter of resignation from the Board of Trustees from Darlene Rodowicz effective immediately.

2. APPROVAL OF THE MINUTES

Upon a motion duly made and seconded, it was VOTED by roll call vote, to approve the minutes of the October 5, 2021 meeting; Abstain from vote due to not being present: Gonzalez, Bliss and Zaffanella

3. AUDIT PRESENTATION

D. Diulis and D. Kosow from O'Connor & Drew presented report from recent audit, including required communications and financials overview.

Upon a motion duly made and seconded, it was VOTED by roll call vote, to accept the FY21 Financial Audit Report which was performed by O'Connor & Drew as of June 30, 2021.

4. PRESIDENT'S REPORT

Welcome to Matt Noyes Liaison to Board from DHE for being with us tonight.

Thanks to Mitch Saviski for all his years as Comptroller and wish him well in retirement.

1. New Employee Introductions:

- Adam Emerson, Register introduced Beth LaPierre in new Associate Register position.
- Kierstyn Hunter introduced Kaila Mullaney as new Administrative Assistant to VP of Academic Affairs and Karen Hines for new role as Assistant Dean of Academic Affairs.
- Lyndsay Isham-Morton introduced Laurie Brynes, Administrative Assistant for Academic Advising and Sean Reagan, Academic Counselor.
- Lori Gordy introduced Jenn Jennings, Academic Success Coach English
- Frank Schickor introduced Amanda Lardizabal, Assistant Professor of Biology

2. Nursing Department Update – Lori Moon, Dean of Nursing

- Dean Moon reported that department has been able to get some new simulation equipment and await news on a state grant to purchase additional simulation equipment. Added two additional labs to meet the needs of expanded enrollment.
- Department outlines plans for pre-nursing, practical nurse, LPN to RN, ADN and RN-BSN programs and work close with Berkshire Health Systems to align and support the needs in community.
- Working with students and staff to keep them engaged and to improve curriculum and experiences, survey students often during program and after. Also working with providers to assist students balance work and school opportunities.

3. Shared Governance Update from A. Klepetar, Vice President of Student Affairs and Enrollment Management and K. Hunter, Vice President of Academic Affairs regarding how the college worked from NECHE recommendations and during the past year to develop a reorganized committee structure with emphasis on roles, responsibilities and goals. Voluntary Workgroups met several times with consultants in spring and into this fall to develop a shared governance guide and updated structure. The new structure has been rolled out to the campus and are in the process of populating council and sub-committees via ballots.

5. FOUNDATION BOARD REPORT

Lori Kiely reported the following:

- Foundation board recently met. Stan Walczyk was elected board secretary.
- Did well with raising money and was able to keep operating expenses down.
- Investment income is trending in the right direction

6. ALUMNI TRUSTEE REPORT

Melissa Myers reported the following:

- Recently ended virtual auction and continue story telling hours.
- Have reached goal for endowing scholarship

7. **SUBCOMMITTEE REPORTS**

Finance Committee

Trustee Mirante reported the following:

- o VP Wadsworth provided update on 1st Quarter Trust Fund Report
Upon a motion duly made and seconded, it was VOTED by roll call vote, to accept the FY22 Trust Fund Report for the first quarter ending Sept 30, 2021.
- o COVID-19 Update that the MA community college presidents in fall voted for vaccine mandate effective Jan 3, 2022 for employees and staff, policies that have been developed by state task force and legal departments and as need bargained with unions.
- o Campus critical infrastructure projects continue on campus are moving along.

8. **ADMINISTRATIVE ACTIONS**

M Loiodice presented the personnel items from October 5, 2021 to December 7, 2021.

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

9. **OTHER BUSINESS**

Old

- Chair Bowen noted the board goals discussed at the board retreat and will work on next steps to move forward on each of them.

10. **ADJOURNMENT**

The meeting was adjourned at 5:55 PM. The next scheduled meeting will be held on January 25, 2022.

DATE: December 15, 2021

Respectfully submitted,

Heather Seely

Approved:

Julie Bowen, Board Chair

Date