

BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTSMINUTES OF TRUSTEES MEETING
August 25, 2015**1. CONVENING**

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, August 25, 2015 in the General Bartlett Room, Susan B. Anthony Building. Board Chair Rodowicz called the meeting to order at 4:32 pm.

PRESENT: Chair Rodowicz; Vice Chair Caccaviello; Trustees Bradway, Dindio, Laurens, Supranowicz, Wynn, and student trustee Garcia-Rijos

ABSENT: Trustees Crane, Hiltbold and Ingegneri

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: Shelly Armstrong, Christina Barrett, Jennifer Collins, Mark Dimond (College Connection student), Adam Emerson, Anna Foss, Gina Foley, Louise Hurwitz, Charlie Kaminski, Beth Lapierre, Tasheona Taliaferro (College Connection student), Beth Wallace
Press: Matt Cowdrey (PCTV), Jonathan Levine (Pittsfield Gazette), Jim Therrien (Berkshire Eagle)

2. APPROVAL OF THE MINUTES

Upon a motion duly made and seconded, it was VOTED unanimously to approve the minutes of the June 23, 2015 meeting, as amended.

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

Dean Charles Kaminski introduced new chemistry faculty Jennifer Collins.

b. Enrollment Update

Adam Emerson and Christina Barrett updated attendees on current enrollment, applicants, rationale for current enrollment numbers, and actions taken.

Current Enrollment (FTE – Full-time Equivalent)

- Overall headcount increased by 29 students (+1.7%)
- Overall FTE decreased by 10 (-1%)
- Day headcount increased by 55 students (+3.8%)
- Day FTE is even
- Evening headcount decreased by 72 students (-8.6%)
- Evening FTE decreased by 22 (-9%)

Applicants:

- Roughly 30-35% of all high school students start at BCC
- 20% increase in applications over 2014
- Top feeder high schools:
 - Taconic High School
 - Pittsfield High School
 - Mt. Greylock Regional High School
 - Wahconah Regional High School
 - Monument Mountain Regional High School
 - Hoosac Valley High School
 - McCann Technical High School

Rationale for changes in enrollment:

- Shifts in demographics
 - Population 1970 - 149,402
 - Population 2010 - 131,219 (-12%)
 - Predicted population 2030 - 118,799 (-9%)
- Great Recession – national trend
- Increase in developmental courses
 - More than 50% at all community colleges

Actions taken:

- Calling campaign – returning
- Early Registration campaign – returning
- Admissions/faculty outreach – new students
- Continued promotion
 - Radio
 - Social Media
 - Newspaper
 - Billboards
 - Cinema ads
 - Website
 - Mailings – Semester Schedule

c. Guided Pathways to Success Program

Beth Lapierre, Senior Special Program Coordinator - GP/STEM, defined the program for meeting attendees.

What is GPSTEM?

- DOL TAACCCT Round 4 Grant
- Consortium with 15 Massachusetts Community Colleges
- \$525,000 over 3 years
- Complete College America Concepts

Purpose:

- Decrease time of completion to Certificate and Degree for identified programs
- Increase number of students entering employment or transferring to 4-year colleges

GPSTEM Programs being offered:

- A.A. Liberal Arts – Biological Science Concentration
- A.A. Liberal Arts – Biotechnology Concentration
- A.S. Physical Therapist Assistant
- A.S Computer Information Systems – Networking Concentration
 - Networking Certificate
- A.S. Hospitality – Career and Transfer Options
 - Culinary Arts Certificate
 - Lodging Certificate

Coming Soon:

- A.S. Health Science – Community Health Worker Concentration
 - Community Health Worker Certificate

Goals:

- 115 students served
- 70 completions in a certificate or degree program
- 50 employed after program completion
- 45 enrolled in further education –
 - Certificate to degree
 - Transfer
- 15 incumbent workers receive a wage increase
- 30 retained, not yet completed

Guidance and Support:

- Enhanced Instruction
 - Summer Math Refresher Workshops
 - Supplemental Instruction in developmental and program courses
 - Co-req high-level developmental with gateway courses
- Academic Maps
 - Map out courses to be taken each semester (part-time and full-time maps)
 - Default maps for undecided within a field (Life Science, CIS, Health)
- Milestone Courses
 - Identified courses that predict success in the program
 - Life Coach Services
- Navigator Services

Navigator Services:

- Guide student through GPSTEM career pathways plan
- Track Student Progress
 - Early alerts for issues in milestone courses, or other issues
 - Set goals for completion – transfer or employment
- Provide supports to overcome barriers
- Assist with access to internal and external resources

Outreach/Marketing:

- Collaboration with BCC services and Programs
- Outreach to:
 - North Adams/ Pittsfield BerkshireWorks Center
 - Veterans office at City Hall
 - DTA (Department of Transitional Assistance)
 - Partners for Community
 - Berkshire United Way
 - Taconic High School Guidance Counselor
 - Pittsfield Public Schools
 - Assistant Superintendent Career/Technical Education

d. College Connection

Louise Hurwitz presented, joined by Mark Dimond and Tasheona Taliaferro, two students from the College Connection program.

College Connection is a two-week orientation program that will help you learn more about Berkshire Community College and its pathways to health related careers. It also provides you with opportunities to improve/brush up on the math and English skills you will need during your first semester and includes orientation activities that will make the transition to BCC a smooth and successful one.

What did the program include?

- Activities designed to help you learn about the opportunities for the different health professions
- Guest speakers and career information
- Hands-on medical simulation activities
- Hands-on training with assessments used in health/fitness
- Math refresher/prep classes
- Writing and reading workshops, team-building and study skills workshops
- Activities to help you get to know the campus and its resources

Quotes from participants:

- *My favorite part of the program was relating with everyone in the group. You come to find out you're not alone. People are in the same shoes as you.*
- *I loved the lab at BMC and the physical therapy and massage demos. It gave me so much better of an idea of what I want to do*

- *My favorite part of the program was the math class with Peggy. Before this, I did not like math. Now I love it!*
- *My favorite part of the program was gaining skills and learning about the campus*
- *Through this program I learned to be more open-minded about what I will do during my life and through my college career*

e. 413 STEM Scholars

Gina Foley, Assistant Professor of Life Sciences, presented the following information related to the 413 STEM Scholars program.

413 STEM Ready Mission:

- To enhance student success in Science, Technology, Engineering, and Mathematics (STEM).
- Support Vision Project goals of College Access, Workforce Readiness, and Elimination of Disparities.
- Influence student interest to build excitement about STEM learning and workforce preparation.

Program Specifics – Phase 1 & 2

- PHASE 1: an intensive summer residency hosted at MCLA (413 STEM Ready Academy)
- PHASE 2: a series of programs delivered at BCC throughout the academic year (413 STEM Ready Scholars) that reinforce and supplement the content of the residency program

PHASE 1 – The 413 Stem Ready Academy @ MCLA

- A residential program for enrolled community college students from the partner institutions (BCC, GCC, and HCC).
- The program features academic courses in STEM subjects with an emphasis on mathematics (a key building block for success in all STEM subjects).
- Daily workshops including STEM hands on activities, academic enrichment, career exploration, leadership development, and financial literacy and planning.

PHASE 2 – STEM READY SCHOLARS @ BCC

- Mentors to BCC STEM Starters
- Participate in research projects
- Exposure to colleges and STEM opportunities

Commonwealth – Vision Project

Goal	FY 17 Target
<p>College Completion/Workforce Alignment: Increase the number of partner community college students who complete STEM program.</p>	<p>From current levels, increase the completion rate for STEM majors to 70%.</p>

Student Learning: Improve student persistence year to year and in on-time completion of STEM courses, particularly in pre-requisite mathematics.

Achieve 80% completion rate in STEM courses, 90% in pre-requisite math courses.

Elimination of Disparities: Close achievement gaps for students at risk to drop out of or fail to graduate on time from their college, with a focus on underrepresented students.

Improve the retention and graduation rates for underrepresented students by 2% annually at each partner campus (6% improvement by FY 17).

f. Orientation Presentation

Beth Wallace, Director of Student Engagement, described BCC's Orientation Program.

The Vision Project

- Boost College Completion Rates

While 70 percent of high school graduates who attend college in state choose to "Go Public" at a community college, state university or UMass campus, not enough of them finish their studies and earn college degrees or certificates—exacerbating the degree shortfall facing the Commonwealth.

Orientation programs are important to the successful integration of students into the academic and social environment of the campus community. They serve to communicate the values of the institution and what is required to be successful. They also help establish consonance between student expectations and actual experiences.

To succeed in college, students need more than strong academics, they need supports that foster a smooth transition from high school to college. When students receive the academic, social, and career supports they need, they remain in school and achieve success.

Goals for BCC Orientation

- Support new students in their transition to a new academic environment
- Provide and collaborate on programs that foster a sense of belonging among students and engage students in their community
- Provide resources and support for new students
- Help students feel confident in their ability to navigate the college, both academic and socially

4. STUDENT TRUSTEE REPORT

Nothing to report.

5. ALUMNI TRUSTEE REPORT

Nothing to report.

6. FOUNDATION BOARD TRUSTEE REPORT

Nothing to report.

7. SUBCOMMITTEE REPORTS

a. Academic Planning

Nothing to report at this time.

b. Executive

Nothing to report at this time.

c. Finance

Vice Chair Dindio introduced John Law, Vice President for Administration & Finance/CFO. Vice President Law reviewed the finances for FY15 projecting a modest surplus of \$481,000. Projecting a breakeven budget for FY16. Enrollment looks good thus far.

Law also updated the Board on projects underway on campus.

d. Human Resources

Nothing to report at this time.

e. Nominating

Trustee Caccaviello reported that two names have been submitted to PENC and we should hear something in September.

8. ADMINISTRATIVE ACTIONS

a. Personnel Actions

Personnel actions were presented, consisting of:

- Non-Unit Professionals

Upon a motion duly made and seconded, it was VOTED unanimously to approve the personnel actions for the period June 16, 2015 through August 17, 2015.

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 5:38 pm. The next scheduled meeting will be held on October 6, 2015.

DATE: September 27, 2015

Respectfully submitted,



Kim Brookman

Approved:



Darlene Rodowicz, Board Chair