

BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTS

MINUTES OF TRUSTEES MEETING
December 1, 2015

1. CONVENING

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, December 1, 2015 in the General Bartlett Room, Susan B. Anthony Building. Board Chair Rodowicz called the meeting to order at 4:33 pm.

PRESENT: Chair Rodowicz; Vice Chair Caccaviello; Trustees Bradway, Dindio, Hiltbold, McCormick, Mirante and Student Trustee Garcia-Rijos

ABSENT: Trustees Crane, Laurens and Supranowicz

ALSO PRESENT: From BCC's Executive Council: President Kennedy; Vice Presidents Bullock, Cote, Feinerman, Law and Smith; Assistant to the President, Kim Brookman
BCC Guests: Christina Barrett, John Brower, Christine DeGregorio, Anna Foss, Tyrone Keels (TRIO Criminal Justice student), Jennifer Mercier (TRIO Human Services student), Kevin Polidoro (BCC graduate), Larry Stalvey, Peggy Williams, Richard Wixsom, Tony Xiong (TRIO Engineering student)
Press: Ryan Cowdrey (PCTV), Jim Therrien (Berkshire Eagle)

Chair Rodowicz welcomed Jeff Hiltbold back after many months of recovery from an accident. Chair Rodowicz then introduced and welcomed new Board members, Kathleen (Kate) McCormick and Peter Mirante. Kate, from Great Barrington, is a partner with McCormick, Murtagh & Marcus. Pete, from North Adams, is the Senior Vice President with Greylock Federal Credit Union.

2. APPROVAL OF THE MINUTES

Upon a motion duly made and seconded, it was VOTED unanimously to approve the minutes of the October 6, 2015 meeting.

3. PRESIDENT'S REPORT

President Kennedy announced three upcoming retirements. Vice President Fran Feinerman, Dean Anna Foss and Dean Tom Curley, all will be retiring at the end of this academic year.

BCC held a press conference on November 9th announcing BCC's Title III Grant, an award of almost \$2 million. Chair Rodowicz was the master of ceremonies. With that will come the addition of some new positions for your approval at the next board meeting.

BCC is in a work-to-rule situation on campus. Contract negotiations for MCCC members are ongoing.

Trustee Peter Mirante, President Kennedy, and Kim Brookman represented BCC at the Trustee Professional Development Seminar in Worcester. Trustee Mirante voiced that it was a worthwhile day and very interesting. President Kennedy reminded the Board that a meeting of the Massachusetts Community College Trustee Association is scheduled for December 8th at Mount Wachusett Community College at 4pm, where they will be electing a segmental representative. Board Chairs will be the only ones casting ballots.

President Kennedy, along with some other community college presidents, met with Senator Elizabeth Warren to discuss student debt.

a. New Employee Introductions

Dean Anna Foss introduced John Brower, Assistant Professor of Practical Nursing, who was hired on August 30th.

b. TRIO Update

Christine DeGregorio (Program Director), Peggy Williams and Larry Stalvey gave an update of the TRIO program to the Board using a PowerPoint presentation.

TRIO is a Federally Funded Program

- In operation since 2002
- The grant application received a perfect score and was approved for another five years in September for \$1,277,500.
- Grant serves 160+ students
- Eligible students:
 - 67% - Low income, First generation
 - 33% - Low income only, First generation only, and/or Disabled

Objectives of the Program

- Retention
 - Persistence - 65%
 - Good academic standing - 85%
- Graduation - 25% of new participants
- Transfer - 20% of new participants

Why Become a TRIO Student?

- Support and guidance within the BCC system
- Math, Writing and Oral Communications help available daily
- Academic support
- Help from peers
- Stress reduction – life management support
- TRIO Talks
- Cultural events
- TRIO Center (Field237) – printer, computers, coffee, school supplies, snacks

Student Outcomes

- The past two valedictorians have been TRIO students
- 42 TRIO students graduated in May 2015
 - 10 were members of PTK
 - 15 with honors or high honors
- 6 TRIO students transferred to 4 year schools prior to graduation
- 2 former TRIO grads were honored at RPI for their scholastic achievements. One is graduating from Smith in June.

Three TRIO students (Tony Xiong, Jennifer Mercier, Tyrone Keels) spoke to the Board about their experiences in the TRIO program and how much TRIO has contributed to their success. Kevin Polidoro, a BCC graduate, who is now attending the Elms, also spoke about his experiences in BCC's TRIO program and how it kept him going.

Christine DeGregorio also asked the Board to support the MCCC members in their contract negotiation efforts.

c. Hawthorne/Melville Project Presentation

Vice President Law gave an update on the Hawthorne/Melville project. Hawthorne is scheduled to be completed in May of 2016 and Melville in December of 2016. Law used a PowerPoint presentation to show site plans and pictures of the ongoing work.

Law discussed classroom technology, IT infrastructure, environmental sensitivity and the goals to be achieved.

d. Conflict of Interest Law

Vice President Deb Cote, Director for Human Resources reviewed the Summary of the Conflict of Interest Law for State Employees.

- Chapter 28 of the Acts of 2009, the ethics reform law, imposes mandatory education and training requirements on public employers and public employees.
- Every state employee (defined as anyone performing services for, or holding an office or position with a state agency, whether paid or unpaid, working full- or part-time) must be provided with a summary of the law within 30 days of becoming such an employee and annually thereafter between September and December.

- Each employee must provide to his or her employer, an acknowledgement of receipt within ten (10) business days of receipt of the summary.
- Online training every two years (new employees within 30 days) – the next training will be the spring of 2016
- Commission allows public employers to develop a list of positions that are exempt from distribution and /online training (unpaid volunteers or short-term, temporary compensated positions): Do not exercise governmental authority and participate in or have responsibility for government decision-making, contracting, hiring, investigation or any other discretionary governmental action.
 - Advisory Boards, OLLI Volunteers, Community Tutors, Non-credit workshop instructors, clinical substitutes, student workers

Cote asked that all trustees in attendance sign the acknowledgment statement and deliver them to Kim Brookman at the end of the meeting.

President Kennedy concluded by acknowledging the passing of Tom O'Connell, the first community college president in Massachusetts.

4. STUDENT TRUSTEE REPORT

Student Trustee Gladys Garcia-Rijos presented the following:

SGA

- There are approximately 18 members of the Student Government this semester, 10 of which are new.
- Six members of the SGA attended the Community College Student Leadership Association Conference in Wakefield, Massachusetts, in October.
- SGA hosted a Halloween Dance Party with lunch, music and prizes. Students paid for lunch with a canned good. Canned goods were donated to the BCC Food Pantry.
- Gladys and Liliana Rodriguez (secretary of Student Government) attended the Student Advisory Council meeting at Worcester State University. They met with Carlos Santiago, regarding affordable higher education. The next meeting is scheduled for December 5th at UMass Lowell. Voting will take place for the segmental advisor to the Board of Higher Education.
- SGA helped put together Thanksgiving baskets for needy students.
- Twelve students from Stearns Elementary School (their student council) visited, joining the SGA for the Thanksgiving luncheon. They brought three large boxes of canned goods for the pantry.
- The Writing Center has been a very helpful resource for students.

PTK

- PTK helped prepare and serve a dinner to the needy at St. Stephen's church.
- PTK is collecting warm clothing through December 21st. The coats/hats will go to the Christian Center.

Sports

- BCC's soccer team finished up a very successful season, playing three home games under the lights.
- BCC's basketball team will have a scrimmage on December 5th at Simons Rock and will participate in a Holiday Tournament on December 19th in Connecticut.

On November 9th, at a press conference which Congressman Richard Neal attended, Gladys spoke on the students behalf, regarding BCC's award of the Title III Grant by the Federal Department of Education.

5. ALUMNI TRUSTEE REPORT

Trustee Hiltbold gave a brief update on the BCC Alumni Board. There are seven new members. An ice-breaker was held in order for members to get to know each other.

6. FOUNDATION BOARD TRUSTEE REPORT

Craig Smith, Vice President for Institutional Advancement and Executive Director of the BCC Foundation gave the Foundation report in Trustee Laurens' absence.

The Foundation's assets total \$9.3 million, just under \$2 million of which belong to OLLI @ BCC. At the last meeting the Foundation Board voted to change the investment mix for OLLI in an attempt to increase their investment performance.

A new fund raising event is coming up on March 24th that will be held at Berkshire Hills Country Club. BCC will sponsor the Berkshire's first "40 Under Forty" event. BCC has partnered with 1Berkshire and the Berkshire Eagle to put on this event. The 40 Under Forty Awards recognize outstanding young professionals in the Berkshire County area.

7. SUBCOMMITTEE REPORTS

a. Academic Planning (Vice President Feinerman reported)

- Community Education & Workforce Development Department Overview
 - Updated the committee regarding Corporate Training, New Non-Credit Programming, the Adult Learning Center and OLLI.
- Academic Affairs
 - Spoke with the committee about the book *Redesigning America's Community Colleges*

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 presented the first quarter trust fund report.

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 September 30, 2015.

Trustee Dindio spoke to the Board regarding the wired and wireless network/telephony solution as discussed by the Finance Committee over the last three committee meetings.

Rick Wixsom, Director of IT explained to the Board the benefits this upgrade will provide to the students and staff of BCC. This solution will increase the network bandwidth about tenfold. The fiber optic cabling we have now is about twenty years old. The timing of this will take place with the Hawthorne/Melville renovation project and plan to have everything in place by March.

Upon a motion duly made and seconded, it was VOTED unanimously to approve the following two capital leases

- 1. \$471,252.45 for a wired and wireless network solution (i.e., \$94,250.49 per year for five years with zero-percent interest rate and \$1 buyout option) through a leasing service of Extreme Networks (i.e., manufacturer) and CDW (i.e., supplier)*
- 2. \$372,152.20 for a telephony solution (i.e., \$74,430.44 per year for five years with a zero-percent interest rate and \$1 buyout option) through a leasing service of Cisco Systems (i.e., manufacturer) and DynTek (i.e., supplier).*

These Capital leases are related to the renovation of Hawthorne & Melville.

d. Human Resources

Nothing to report at this time.

e. Nominating

Vice Chair Caccaviello asked Board members to bring forward any suggestions for new members, noting that the Committee will be meeting in January to discuss new candidates.

8. ADMINISTRATIVE ACTIONS

a. Personnel Actions

Personnel actions were presented, consisting of:

- Appointments – Non-Unit Professionals
- Reappointments – Faculty
- Reappointments – Unit Professionals

Upon a motion duly made and seconded, it was VOTED unanimously to approve the personnel actions for the period August 18, 2015 through November 23, 2015.

9. OTHER BUSINESS

a. Old – None.

b. New – None.

c. Upcoming Events – President Kennedy reviewed the upcoming events, including the unveiling of BCC's new Falcon's logo at 3:30 tomorrow (December 2nd) in the gym at Paterson.

10. ADJOURNMENT

The meeting was adjourned at 5:39 pm. The next scheduled meeting will be held on January 26, 2016.

DATE: December 29, 2015

Respectfully submitted,



Kim Brookman

Approved:



Darlene Rodowicz, Board Chair

