

**BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTS**

**MINUTES OF TRUSTEES MEETING
May 27, 2014**

1. CONVENING

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, May 27, 2014 in the General Bartlett Room, Susan B. Anthony Building. Chair Rodowicz called the meeting to order at 4:31 pm.

PRESENT: Chair Rodowicz, Vice Chair Dindio, Trustees Caccaviello, Ingegneri, Laurens, Roberts and Wynn

ABSENT: Trustees Bradway and Supranowicz

ALSO PRESENT: President Kennedy; Vice Presidents Bullock, Cote, Doscher, Feinerman, Law, and Mulholland; Assistant to the President, Kim Brookman, Other Guests: Colin Adams, Brian Amero (Berkshire United Way), Christina Barrett, Erin Breen (student), Deborah Carderella, Edson Chipelo (student), Peg Cookson, Maura Delaney, Kathe German (Development Institute), , Mary Parkman, Joanne Rosier (student), Myla Franklin (student), Julie Hannum, Jenn Kerwood, Jonathan Levine (Pittsfield Gazette), Judith Monachina, Mitch Saviski, Ellen Shanahan, Phil Sbaratta (Development Institute), Gina Stec, Mark Sumy, Geoffrey Tabor, Jim Therrian (Berkshire Eagle), Matt Tucker (PCTV), Karen Vogel (Berkshire United Way)

2. APPROVAL OF THE MINUTES

Upon a motion duly made and seconded, it was VOTED unanimously to approve the minutes of the April 22, 2014 meeting.

3. PRESIDENT'S REPORT

a. Student Honorees

Geoffrey Tabor introduced Myla Franklin and Joanne Rosier, members of the Phi Theta Kappa Honor Society, who recently received honors.

Myla Franklin participated in the *2014 All-USA, All-State Community College Academic Team* competition and was presented with a certificate from the Phi Theta Kappa Honor Society in recognition of this achievement. Ms. Franklin was also applauded for being chosen as a *29 Who Shine* honoree.

Joanne Rosier participated in the *2014 All-USA, All-State Community College Academic Team* competition and was presented with a certificate from the Phi Theta Kappa Honor Society in recognition of this achievement. Ms. Rosier was also congratulated for being chosen as a *Coca-Cola Bronze Scholar*.

President Kennedy summarized *The Newman Civic Fellows Award*. This award honors inspiring college student leaders who have demonstrated an investment in finding solutions for challenges facing communities throughout the country.

President Kennedy introduced Mary Parkman, Service Learning Coordinator, who introduced Erin Breen, recipient of *The Newman Civic Fellows Award*.

Erin Breen, a Human Services student at Berkshire Community College, is a model service-learning student engaged in community building for improved early childhood education. Ms. Breen was presented with a *Newman Civic Fellows Award* certificate.

b. Strategic Plan

Gina Stec, Acting Director of Institutional Research and Grants Development, and Co-Chair of Strategic Planning Committee, talked about the process taken to develop the BCC Strategic Plan, entitled *Achieving Excellence, Transforming Lives*.

Christina Barrett, Director of Marketing and Student Recruitment, reviewed the revised Mission Statement, BCC Values, and Strategic Vision Statement.

Mission Statement – Berkshire Community College (BCC) strives to place higher education within reach of all residents of Berkshire County and beyond. BCC is committed to academic excellence, access, student success, and leadership in the community.

- BCC provides quality programs that prepare students to enter or progress within the workforce and/or for transfer, while fostering a lifelong enthusiasm for learning.
- BCC helps students overcome financial, physical, and/or social barriers and welcomes them in to a college environment of academic excellence.
- BCC provides the resources and services students need to be successful, to meet our academic standards, and to achieve their personal and professional goals.
- BCC provides leadership by furthering the engagement of our students in the community; by working collaboratively with civic leaders, organizations, and employers; and by serving as a center for diverse educational and cultural activities.

BCC Values – In recognition of its tradition of academic excellence and service, BCC affirms the following values:

- Integrity and Engagement
- Innovation
- Diversity and Inclusion
- Service
- Sustainability

Strategic Vision Statement – Berkshire Community College is a dynamic learning community, transforming lives and preparing students to succeed in an increasingly complex, diverse, and changing world.

Phil Sbaratta, from Development Institute, spoke about the three parts of the Environmental Scan.

Department of Higher Education goals were incorporated into the discussion.

Kathe German, from Development Institute, described how Focus Groups and Listening Sessions were conducted with internal and external constituencies, with the purpose of gathering input and feedback from the greater college community on the future directions of BCC.

Peg Cookson, Student Success and Academic Coordinator, talked about the process of identifying strategic directions.

Based on the subsequent discussion, analysis and teamwork, the committee members identified the priorities for inclusion in the draft plan, resulting in five major strategic directions:

1. Engaged Learning
2. Student Achievement
3. Improved Infrastructure
4. Institutional Advancement
5. Collaborative Partnerships

The draft plan was reviewed by all the divisions, department, and groups representing the college.

Maura Delaney, Assistant Professor of English and Program Advisor for the Liberal Arts Program, presented the Engaged Learning Strategic Goal, Key Strategies, and Strategic Outcome.

Julie Hannum, Director of Off-Campus Centers, presented the Student Achievement Strategic Goal, Key Strategies, and Strategic Outcome.

Deborah Carderella, Administrative Assistant for the Humanities Division, presented the Improved Infrastructure Strategic Goal, Key Strategies, and Strategic Outcome.

Jennifer Kerwood, Director of Development of Advancement and Alumni Relations, presented the Advancing the Institution Strategic Goal, Key Strategies, and Strategic Outcome.

Judith Monachina, Coordinator of Career Services, presented the Collaborative Partnerships Strategic Goal, Key Strategies, and Strategic Outcome.

Ellen Shanahan, Music Professor and Program Advisor for Music and Theater Arts, and Co-Chair of Strategic Planning Committee, showed the link between BCC's Strategic Plan and the Department of Higher Education's Vision Project Goals.

Each Strategic Goal is tied to Department of Higher Education Vision Project Goals.

The next phase is implementation and action planning.

The tentative schedule follows:

- June 16th - planning retreat
- July/August - task force members identified
- September - action plans developed by task forces
- October - plans recommended to Coordinating Committee and Executive Council for funding
- February – interim assessment report presented to Coordinating Committee by task forces
- April – final assessment of action plans
- June – final assessment of plan informs the development of subsequent planning priorities

Vice Chair Dindio asked how the Board will be involved in the planning process. President Kennedy explained that each board member would be linked to a strategic goal. The co-chairs of the task forces will brief the board members assigned to their specific goal and the board member will bring that information back to the full board.

Matrices will be developed at the task force level.

Upon a motion duly made and seconded, it was VOTED unanimously to accept the refined BCC Mission Statement, Values Statement and the new Vision for BCC as presented.

Upon a motion duly made and seconded, it was VOTED unanimously to approve the new BCC Strategic Plan as presented.

4. STUDENT TRUSTEE REPORT

Vice President Bullock introduced Edson Chipalo, BCC's Student Trustee beginning in July. Mr. Chipalo thanked the Board for the opportunity to serve as student trustee.

5. SUBCOMMITTEE REPORTS

a. Academic Planning

Vice President Feinerman described policy changes that have been made in order to increase retention and support graduation rates. The changes include: health and fitness requirements, core requirements, number of forums required and residency requirements.

b. Executive

Nothing to report at this time.

c. Finance

Vice President Law related that the continued goal for FY14 is breakeven. Developing the budget for FY15 is in process. The two major factors to playing a part in FY15 are state appropriation and enrollment.

d. Human Resources

Nothing to report at this time.

e. Nominating

Trustee Caccaviello stated that a letter recommending a number of candidates has been forwarded to PENC (Public Education Nominating Council). The Council will meet next week and forward their recommendations to the governor.

6. ADMINISTRATIVE ACTIONS

a. Personnel Actions

Personnel actions were presented as follows:

Appointment – Non-Unit

- Megan Whilden, Executive Director of OLLI at BCC (June 1, 2014)

Upon a motion duly made and seconded, it was VOTED unanimously to approve the personnel actions for the period April 15, 2014 through May 19, 2014.

7. OTHER BUSINESS

a. Old – None.

b. New – None.

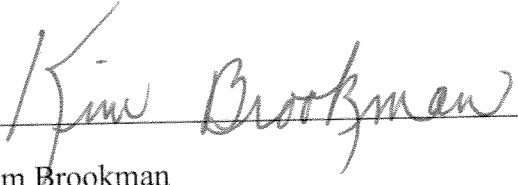
c. Upcoming Events – President Kennedy reviewed the upcoming events.

8. ADJOURNMENT

The meeting was adjourned at 5:59 pm. The next scheduled meeting will be held on June 24, 2014.


DATE: June 8, 2014

Respectfully submitted, _____



Kim Brookman

Approved: _____



Darlene Rodowicz, Chair