



(ATTACHMENT I)

BERKSHIRE COMMUNITY COLLEGE  
PITTSFIELD, MASSACHUSETTS

MINUTES OF TRUSTEES MEETING  
October 7, 2014

1) CONVENING

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, October 7, 2014 in the General Bartlett Room, Susan B. Anthony Building. Chair Rodowicz called the meeting to order at 4:36 pm.

PRESENT: Chair Rodowicz, Vice Chair Dindio, Trustees Bradway, Caccaviello, Crane, Hiltpold, Ingegneri, Laurens, Supranowicz, Wynn, and student trustee Chipalo

ALSO PRESENT: President Kennedy; Vice Presidents Bullock, Cote, Feinerman, Law, Mulholland, and Smith; Assistant to the President, Kim Brookman, Other Guests: Christina Barrett, Jason Chiang, Tom Curley, David Dilulis (O'Connor & Drew), Kari Dupuis, Richard Felver, Gina Foley, Charles Kaminski, Patty Kay, Steven Lauren (student), Jonathan Levine (Pittsfield Gazette), Wendy Meehan, Matt Mueller, John Osthoff, Charles Park, Jennifer Perkins (BHE), Mitch Saviski, Jim Therrian (Berkshire Eagle), Matt Tucker (PCTV), Heidi Weber, Bruce Winn

2) APPROVAL OF THE MINUTES

*Upon a motion duly made and seconded, it was VOTED unanimously to approve the minutes of the August 26, 2014 meeting.*

3) PRESIDENT'S REPORT

a. New Employee Introductions

President Kennedy introduced Craig Smith, the new Vice President for Institutional Advancement/Executive Director of the BCC Foundation.

Vice President Feinerman introduced:

Richard Felver – Director of Library

Patricia Kay – Assistant Professor/Early Childhood Education

Kari Dupuis – Assistant Professor/Human Services

Jason Chiang – Assistant Professor/Psychology

Dean Curley introduced:  
 Matt Mueller – Assistant Professor/English  
 Charles Park – Assistant Professor/English

Dean Kaminski introduced:  
 Wendy Meehan – Assistant Professor/Business  
 Bruce Winn – Assistant Professor/Life Sciences

b. 413 STEM Ready

Gina Foley, Assistant Professor of Life Sciences was the coordinator for the 413 STEM Ready Scholars Program. Ms. Foley gave a PowerPoint presentation with updates on the program. The program was a partnership between Massachusetts College of Liberal Arts (MCLA), Berkshire Community College (BCC), Greenfield Community College (GCC), and Holyoke Community College (HCC).

“We will produce the best-educated citizenry and workforce in the nation. We will be a national leader in research that drives economic development.”

The project’s mission:

- 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.

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

Program as it relates to the Vision Project

Goal	FY17 Target
College Completion/Workforce Alignment: Increase the number of partner community college students who complete STEM program.	From current levels, increase the completion rate for STEM majors to 70%.
Student Learning: Improve student persistence year to year and in on-time completion of STEM courses, particularly in prerequisite mathematics.	Achieve 80% completion rate in STEM courses, 90% in prerequisite 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 FY17).

c. Sabbatical Report

John Osthoff, Professor of Computer Informations Systems used a PowerPoint presentation to report his sabbatical research on the CIS Networking Program.

Professor Osthoff expressed the following reasons for the needed program change.

- Market shifts in networking skills
- Staying current with industry standards
- Increased demand for introductory course
- Enable student to acquire skills for immediate use on the job

Osthoff expressed the importance of having a CCNA (Cisco Certified Network Associate) Certificate. BCC's certification can lead to CCNA. The CCNA will prepare IT professionals for the ability to install and configure routed and switched networks, while applying the basic principles of operation and troubleshooting. Cisco certified Network professional (CCNP) is number 9 on the list of highest paying technical certifications.

CCENT is the new pre-requisite certification for advanced technology certifications.

CCIS Networking curriculum aligns to the redesign of the Cisco CCENT and CCNA Routing and Switching certifications exams.

Each course will run ½ a semester.

Introduction to Networks (1<sup>st</sup> half of 1<sup>st</sup> semester), Routing and Switching Essentials (2<sup>nd</sup> half of 1<sup>st</sup> semester), CCENT Certification  
Scaling Networks (1<sup>st</sup> half of 2<sup>nd</sup> semester), Connecting Networks (2<sup>nd</sup> half of 2<sup>nd</sup> semester), CCNA

Reworking the course flow will:

- Optimize for student employment opportunities with CCENT as the foundation to pursue advanced technologies.
- Enable students to acquire skills for immediate use on the job.
- Students learn switching earlier in instructional flow.

These courses provide the best response to industry skills and provide students with more options to specialized skills in the IT job market.

Strategically reworking the networking course flow will move toward greater certification alignment for market relevance, preparing our students for the future.

#### 4) STUDENT TRUSTEE REPORT

Edson Chipalo, Student Trustee reported the following.

The SGA membership has risen from five to 28, with many others showing interest.

SGA election results follow:

Gabby Brooks, Chairperson

Christina Mucinski-Gargon, Vice-Chair  
Robert Wehry, Secretary  
Juan Carrion-Almeida, Public Relations  
Dylan Carman, Historian  
Kimberly Figueroa, Treasurer

SGA has been very active. SGA will be holding a bake sale on October 9<sup>th</sup> to raise money for the American Heart Association Heart Walk, which will be held at the Paterson Field House on October 12<sup>th</sup>. The SGA will have a team of eight walkers. Eight SGA students will be attending a Community College Student Leadership Association Conference on October 16<sup>th</sup> and 17<sup>th</sup> in Wakefield. On October 5<sup>th</sup>, a group of TRIO students and members of the SGA attended the Barrington Stage production, *An Enemy of the People*, followed by dinner at Ponchos Restaurant. On Tuesday, October 21<sup>st</sup>, Stearns School 5<sup>th</sup> grade student council will join the BCC SGA at their meeting to learn meeting etiquette. SGA will give them a tour of the campus and have lunch with them. Their teacher is an alumnus of BCC.

BCC faculty, staff, and two student ambassadors participated in this year's Elizabeth Freeman Center fundraising event, "Walk a Mile in Her Shoes" which is an event hosted at the September Third Thursday. Last year the BCC team raised \$1,000. This year \$2,300 was raised.

After thirteen years with no team sports, BCC now has an intramural soccer team with 28 members. They played their first game against Simons Rock College with an unprecedented win for the BCC Falcons of 9 to 1.

BCC's Cross country team has a current membership of eighteen and has participated in a number of races with more to come, including the "Harvest Run" on October 18<sup>th</sup>, which is held on the main campus of BCC. The team is getting new uniforms with a donation from the group that organizes "Matty's Run."

The Multicultural Student Services Organization (MSSO) began on campus about seven years ago and has a current membership of nineteen people from around the globe, with the majority being Latino. MSSO will be attending the "Diversity Summit Retreat" at the University of Connecticut in Storrs, on Saturday, October 11<sup>th</sup>. This summit has one purpose in mind – to mobilize students and staff to be innovative in creating and sustaining more inclusive campus communities. MSSO will travel to Williamstown to view a documentary prepared by Pulitzer Prize winning journalist, Jose Antonio Vargas, entitled "Documented."

## 5) SUBCOMMITTEE REPORTS

### a. Academic Planning

Nothing to report at this time.

### b. Executive

Nothing to report at this time.

c. Finance

David Dilulis, Principal from O'Connor & Drew presented the BCC's audited financial statements.

*Upon a motion duly made and seconded, it was VOTED unanimously to accept the report as presented.*

Vice President Law provided the board with an overview of the FY14 and FY15 budgets, with a \$367,683 surplus in FY14 and a projected breakeven budget for FY15.

*Upon a motion duly made and seconded, it was VOTED unanimously to approve the Final FY15 Budget for Berkshire Community College as presented.*

*Upon a motion duly made and seconded, it was VOTED unanimously to approve the Final FY15 Expense Budget in the amount of \$19,160,772, which is comprised of the following:*

<i>State Appropriation</i>	<i>10,536,947</i>
<i>General Purpose Trust</i>	<i>7,477,655</i>
<i>Lifelong Learning Trust</i>	<i>652,225</i>
<i>Designated Trust</i>	<i>126,000</i>
<i>Student Government Trust</i>	<i>110,700</i>
<i>Cafeteria Trust</i>	<i>257,245</i>

d. Human Resources

Trustee Laurens reported:

The committee met on Monday, September 22, 2014 to discuss the board self-evaluation form that was used last year. The form was distributed to the Board by email with a Survey Monkey link to the evaluation. The collected responses will be reviewed at tomorrow's committee meeting.

e. Nominating

Trustee Caccaviello reported:

The committee met on Monday, October 6<sup>th</sup> and discussed pulling together a pool of individuals to draw from when filling future vacancies.

A form was handed out to all board members for them to provide suggestions for prospective trustees.

Caccaviello introduced BCC's newly appointed trustee, Douglas Crane.

6) ADMINISTRATIVE ACTIONS

a. Personnel Actions

Personnel actions were presented as follows:  
Reappointments – Faculty and Unit Professionals

*Upon a motion duly made and seconded, it was VOTED unanimously to approve the personnel actions for the period August 20, 2014 through September 29, 2014.*

7) OTHER BUSINESS

a. Old – None.

b. New –

President Kennedy talked about the Statewide Trustee Conference offered by the Department of Higher Education on September 23<sup>rd</sup> and asked those who attended to talk about the sessions they participated in.

Board members will bring their trustee handbooks to the next board meeting for updating by the President's office.

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

8) ADJOURNMENT

The meeting was adjourned at 6:16 pm. The next scheduled meeting will be held on December 2, 2014.

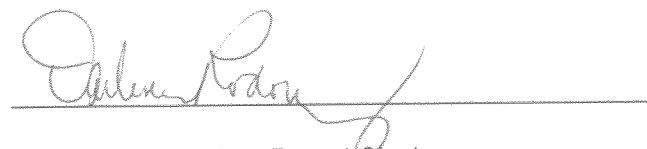
DATE: November 16, 2014

Respectfully submitted,



Kim Brookman

Approved:



Darlene Rodowicz, Board Chair