



( APPROVED )

**BERKSHIRE COMMUNITY COLLEGE  
PITTSFIELD, MASSACHUSETTS**

**MINUTES OF TRUSTEES MEETING  
August 27, 2024**

**CONVENING**

A regular meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, August 27, 2024 in person. Chair Bowen called the meeting to order at 4:31PM. Heather Seely noted that a quorum was present.

**PRESENT:** Chair Bowen; Trustees: Chacon, Cuyler, Gonzales, Kiely, Myers, and Student Trustee Medina Olivo, Mirante, Rivers Murphy, Vrabel  
**ABSENT:** Zaffanella  
**ALSO PRESENT:** BCC President, Ellen Kennedy; Vice President for Students Affairs & Enrollment Management, Adam Klepetar; Vice President for Administration & Finance, Christina Wynn; Vice President of Academic Affairs, Laurie Gordy; Assistant to the President, Heather Seely  
Additionally, B. Dolan, T. Buckley, C. Allman-Morton, J. Sykes  
Media: PCTV

**APPROVAL OF THE MINUTES**

*Upon a motion duly made by M. Myers and seconded by J. Cuyler, it was VOTED to approve the minutes of the June 11, 2024 meeting with one correction on attendance.*

**PRESIDENT'S REPORT**

President Kennedy introduced Carol Allman-Morton, Executive Director for OLLI @ BCC. C. Allman-Morton provided a presentation giving an overview of the Osher Lifelong Learning Institute at BCC, noting that they are celebrating 30<sup>th</sup> anniversary. OLLI is a member-led organization that provides exciting educational, social and volunteer opportunities designed especially by and for people over fifty years old. Offer over 100 classes and programs each year over four terms with online and in-person programming in history, literature, the arts, politics, sciences and more. Additionally, have a Distinguished Speaker Series lectures, Special Interest Groups, author talks, and special events, trips, and programs throughout the year. OLLI at BCC is one of 125 Osher Lifelong Learning Institutes located throughout the United States. Each OLLI is a program of a college or university offering intellectually stimulating programming designed especially by and for seasoned adults, and each is independently operated.

T. Buckley, Director of Diversity, Equity and Inclusion presented on the development and highlights of the DEI Strategic Plan that is being finalized and will be shared with board and staff in September. Two of the Plans Priorities & Commitments will be: Foster a Sense of Belonging for All Members of the BCC Community and Prioritize Safety Dignity and Agency for All Members of the BCC Community.

Klepetar, Vice President of Student Affairs & Enrollment Management and L. Gordy, Vice President of Academic Affairs presented an enrollment and retention update. Last year the Commonwealth began Mass Connect and this year Mass Educate, offering free community college to MA residents. These programs are both last dollar funds (after Pell) and we are seeing people getting access and enrolling. What we are telling potential and current students: be admitted to a degree or certificate program, register for 6 or more credits, apply for financial aid, any questions ask at the One Stop. As of Aug 27 our headcount is up 29% and FTE/credits is tracking up 25% with largest increase in Hispanic students.

L. Gordy shared that with our work with Achieving the Dream (ATD) and professional development with faculty and staff we are working on early momentum metric and looking at how we work with and engage students to retain them for degree completion. The Fall 2024 Faculty and Staff Common Read is “Teach Students How to Learn” by Sandra Yancy McGuire with Stephanie McGuire.

**FOUNDATION BOARD REPORT**

No Report

**STUDENT TRUSTEE REPORT**

T. Medina Olivo noted that the Student Government Association (SGA) has some informational sessions scheduled for the start of the semester to recruit new members and will work on setting goals for the year in September.

**ALUMNI TRUSTEE REPORT**

M. Myers reported that Lisa Jester was elected the Chair of the Alumni Association board effective July 1 and they they have added some additional members to the alumni board.

**SUBCOMMITTEE REPORTS**

**Finance and Audit Committee:** Noted no meeting this month and will have FY24 audit coming and final FY25 budget for final approval.

**Student Success Committee:** No Report

**Governance and Nominating Executive:** No Report, just a reminder to send names of potential board members to J. Bowen, E. Kennedy or D. Gonzalez.

**Executive Committee:** No Report

**ADMINISTRATIVE ACTIONS**

B. Dolan presented personnel actions for the period of June 11, 2024 to August 26, 2024(attached).

*Upon a motion duly made by M. Myers, and seconded by D. Gonzalez, it was VOTED unanimously to approve the personnel actions as presented.*

**OTHER BUSINESS**

Ribbon Cutting for the renovated Quad will be on Friday, October 11 with more details being shared soon.

**ADJOURNMENT**

The meeting was adjourned at 5:59pm with motion by M. Myers and seconded by C. Chacon and was VOTED unanimously. The next regular scheduled meeting will be held on October 8, 2024

DATE:

Respectfully submitted,

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Heather Seely

Approved:

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Julie Bowen, Board Chair