

CONVENING

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, March 23, 2023, remotely via Zoom. Chair Bowen read the disclosure that the meeting was being recorded by PCTV. Chair Bowen called the meeting to order at 4:30 PM. Heather Seely took the roll call.

PRESENT: Chair Bowen, Trustees Bateman, Cuyler, Gonzalez, Kiely, Mirante, Moore, Vrabel, Zaffanella

EXCUSED Trustees: Chacon, Myers

ALSO PRESENT: From BCC's Executive Council: President Kennedy; Vice President of Student Affairs and Enrollment Management A. Klepetar; Interim Vice President of Academic Affairs L. Gordy; Interim Vice President of Administration and Finance C. Wynn, Vice President of Institutional Advancement L. Lydon, Assistant to the President H. Seely
Additional BCC Employees M. McLaughlin, J. Sykes, F. Schickel, C. Lotz, S. Burdick, B. Winn, G. Tabor, C. Norcross, E. Dillon (student)
Press PCTV

2. APPROVAL OF THE MINUTES

Upon a motion duly made by J. Cuyler and seconded by L. Kiely it was VOTED by roll call vote, to approve the minutes of the November 29, 2022 meeting

3. A-133 Audit

C. Wynn reported that BCC Finance Committee has reviewed from O'Conner and Drew for FY22 A133 Audit with no deficiencies. Motion was made by P. Mirante and seconded by C. Zaffanella for the acceptance the FY22 A133 audit report motion approved via roll call vote u TJ 27.28 0 Td ()Tj EMC /P <</MCID 41 >>BDC -27.28 -1.13 Td ()Tj EMC /P <</MCID 42 >

Workshops on varied topics, and collaboration with faculty. One of the new initiatives this year is using Handshake which allows student and employers to connect with currently 375 students connected to BCC. Erin Dillon noted that she has been working with college to update her resume and was able to get a job while at a recent career fair.

These areas connect with our Strategic Plan year 1 work with Goal 1, Objective 1.A, Foci I.A.2 - Expand Career Coaching. We continue to engage businesses to engage with Handshake and would encourage board members to have their employers engage.

BCC has been working with Gray Associates to assist with Academic Program Analysis. Laurie Gordy, Interim VP for Academic Affairs, Maureen McLaughlin, Director of Strategic Initiatives and Frank Schikor, Dean of STEM and Allied Health. Gray Associates has been helping the college to review student demand, employment, degree fit and competitive intensity. From Gray we are able to look at scorecards related to various programs, we have been looking at Culinary Arts as it was a program hit hard by the pandemic.

5. FOUNDATION BOARD REPORT

L. Kiely reported that the Foundation Board is looking to connect more with the BCC Trustees and will look at a meet and greet in the future. Foundation has been receiving some good donations and still more are coming in.

6. STUDENT TRUSTEE REPORT

A. Bateman reported that Student Government Association (SGA) has been meeting and had a busy end of the fall semester with projects. At each of the SGA meetings are inviting staff to discuss various topics such as food on campus and holy hour.

7. ALUMNI TRUSTEE REPORT

No report

8. SUBCOMMITTEE REPORTS

A. Finance Committee

B. Student Success Committee

L. Gordy had B. Winn and F. Schikor present on the Water Quality Certificate being presented which came about with request from local groups that are doing work locally. This certificate does not involve new classes, but rather a grouping of current classes with 11 credits for the certificate.

Motion made by CZaffanella and seconded by D. Gonzalez to accept and approve the Water Quality Certificate, upon roll call VOTE motion approved.

C. Governance Executive

D Gonzalez noted that the committee has met to review the board self-assessment and making a few updates to questions. Board members will be getting the link to survey in April.

D. Executive Committee

J. Bowen noted that per the Board of Higher Education every 5 years a comprehensive evaluation is completed as part of President Evaluation. This being a comprehensive year, ACCT is being contracted to assist with this process which will engage board, community members, staff, faculty and students via surveys and interview. This work will work be completed in late May for report to be presented at the June meeting.

9. ADMINISTRATIVE ACTIONS

President Kennedy presented the personnel items from November 2022 to March 2023, with a few edits to the list in materials.

Upon a motion duly made by D. Gonzalez and seconded by J. Vrabel it was VOTED unanimously, by roll call vote, to approve the personnel actions as updated

10. ADJOURNMENT

The meeting was adjourned at 6:20 with motion by J. Cuyler and seconded by C. Zaffanella was VOTED unanimously, by roll call vote. The next regularly scheduled meeting will be held on April 25, 2023.

DATE:

Respectfully submitted,

Heather Seely

Approved:

Julie Bowen, Board Chair