



BERKSHIRE COMMUNITY COLLEGE  
PITTSFIELD, MASSACHUSETTS

MINUTES OF TRUSTEES MEETING  
June 2, 2020

1. CONVENING

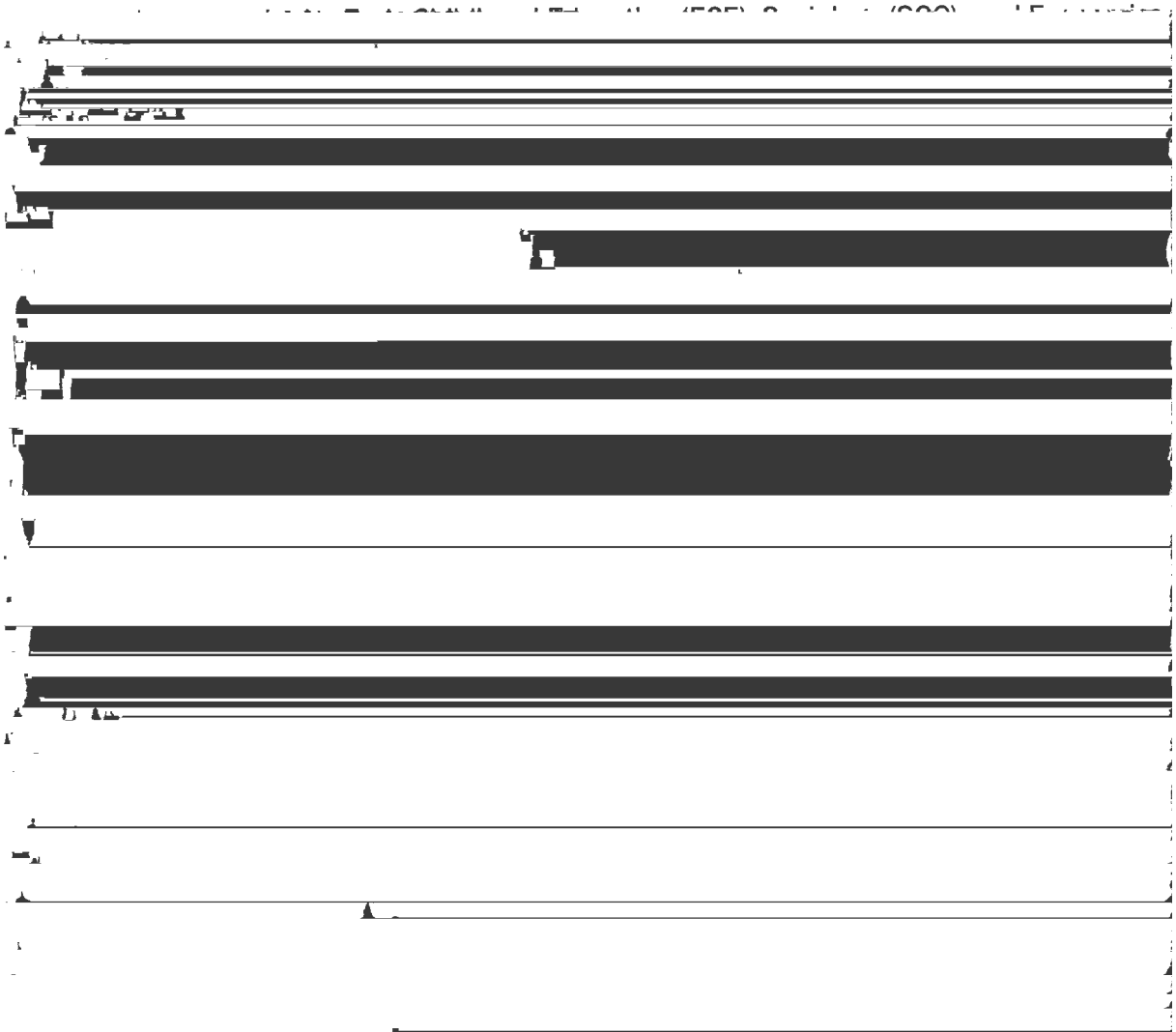
A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, June 2, 2020, remotely via Zoom. Chair Rodowicz called the meeting to order at 4:39 PM. Kim Brookman took the roll.

PRESENT: Chair Rodowicz; Trustees, Bowen, Casper, Chacon, Kiely, Mirante, Myers, and Zaffanella

ABSENT: Trustees Crane and McCormick, and Student Trustee Costello

ALSO PRESENT: From BCC's Executive Council: President Kennedy; Interim Provost Klepetar; Deans Goodman and Wynn; Director of Human Resources, ~~Michelle Gaudin - Assistant to the President Kim Brookman~~

Dean Wynn shared this noteworthy data:



(ECO) courses

- Most of BCC's students come from Pittsfield, Adams, Dalton, and North Adams
- Seeing increases from Becket, Otis, Florida and Savoy
- Small increases from Stamford, VT and Canaan, NY
- Decline in ages 18-22

7-55. He asked how much of this would be permanent. Project Klonator  
[Redacted text block]

explained that this exercise has helped the college to be more efficient but was unsure how much of the changes in course modality would be permanent.

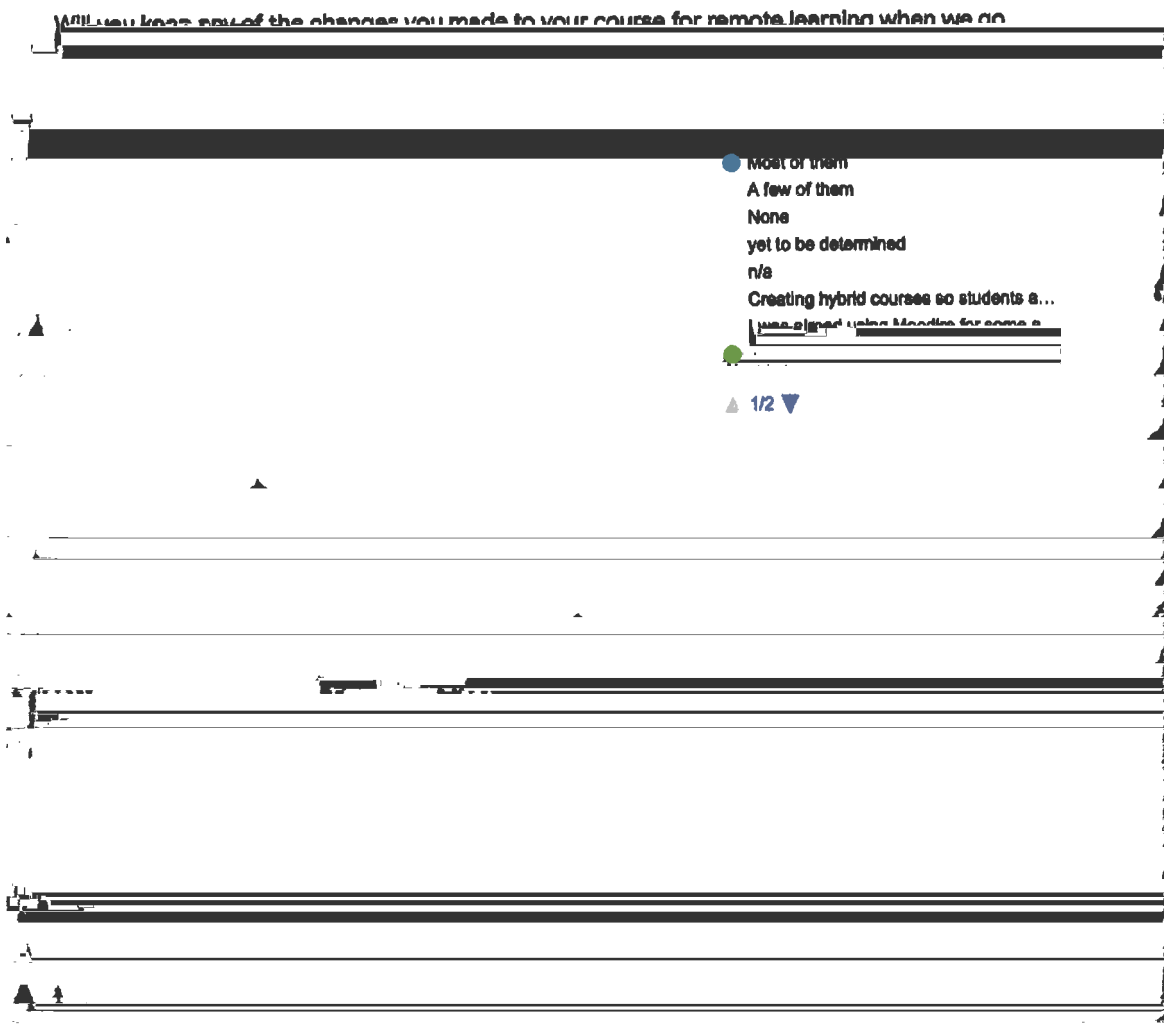
**c. Remote Teaching and Learning – Lauren Goodman**

**Spring 2020 Reflections:**



How often were you able to find the information you needed?

- Most of the time
- About half of the time
- Less than half of the time



54 responses

[REDACTED]

Logistics

- Session I: June 15 - July 13

[REDACTED]

4.

Lori Kiely reported the following:

- Staffing Changes

- Jen Larkin has transitioned into a new role in Financial Aid. She will now serve as a Special Projects Coordinator for Financial Aid and Scholarships.
- Shelley Wojtkowski joins the Advancement Office as the new Assistant to the Office of Advancement, the role previously held by Jen Larkin.

- We have authorized a 4.5% spending policy for scholarships which equates to about \$325,000.

6. **SI**

a. **Academic Planning (Lori Kiely reported for Kate McCormick)**

- Studio Art Certificate - A new certificate was created by Fine Arts faculty Lisa Griffith to

[REDACTED]

with a credential. This newly proposed certificate was approved by the Educational Affairs Committee and will continue its process through other groups on campus as well as the DHE. It is scheduled to be available for matriculation in the Fall 2021 Semester.

- Course Packaging - Adam Klepetar spoke about creating some course packages to be offered for the summer schedule. In light of the changes of moving things toward

[REDACTED]

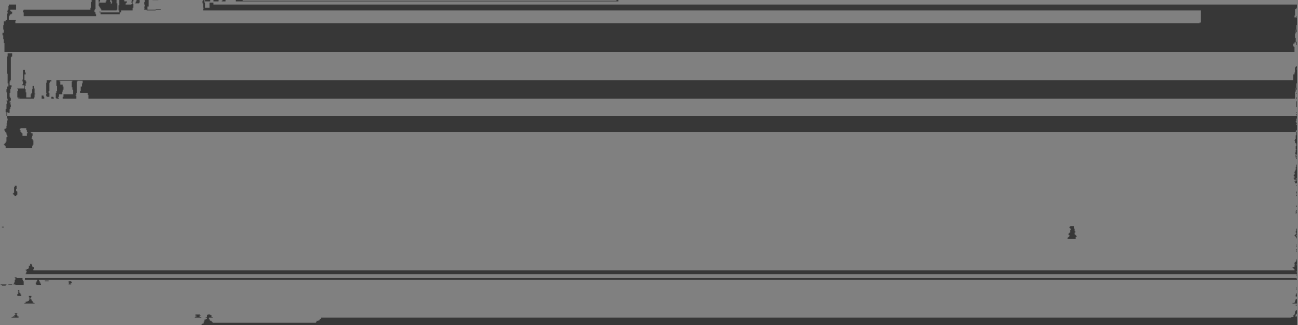


- Faculty Search Update

- We have just completed a successful search and hired a new full-time chemistry faculty who will start with us in the fall. We are currently searching for two additional positions; full-time Business/Economics faculty and full-time Hospitality faculty. We also have an open spot in nursing for full-time ADN faculty and the search and interview process there is ongoing.

**b. Finance (Pete Mirante)**

Trustee Mirante told the Board that both revenue and expenses are down and the college could expect to have a breakeven budget for FY20

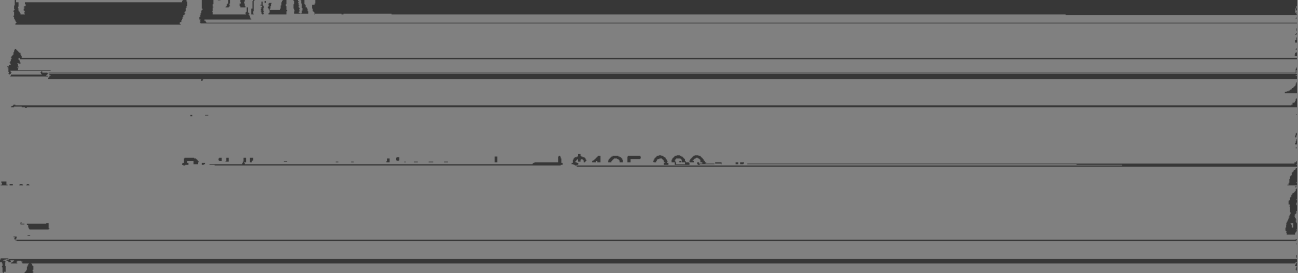


President Kennedy explained to the Board that the FY21 Preliminary Budget had been constructed planning for a 10% reduction in state appropriation and a 10% reduction in enrollment (tuition & fees), with no fee increase to students.

The budget includes the following reductions:

- Café operations suspended for FY21
- DCE Instruction \$200,000

Capital Budget reduced \$125,000



8. **ADJOURNMENT**

The meeting was adjourned at 5:53 PM. The next scheduled meeting will be held on August 25

2020.

DATE: August 25, 2020

Respectfully submitted,

an

Approved

Darlene Rodowicz, Chair

Date