



(ATTACHMENT

(APPROVED)

**BERKSHIRE COMMUNITY COLLEGE
PITTSFIELD, MASSACHUSETTS**

**MINUTES OF TRUSTEES MEETING
August 24, 2021**

1. CONVENING

A meeting of the Board of Trustees of Berkshire Community College was held on Tuesday, August 24, 2021, remotely via Zoom. Chair Bowen called the meeting to order at 4:30 PM. Heather Seely took the roll.

PRESENT: Chair Bowen; Trustees Casper, Hunter, Wynn; Director of Human Resources, Melissa Loiodice; Dean of Learning Innovation Goodman
BCC Employees and Guests: Jay Baver, Celia Norcross, H. Kiara Badillo, Geoff Weber, Matt Alonzo, Barbara Brown, Steve Vieria, Ray Martinez, Karyn Sousa
Press Jeffrey Vecellio and David Cachat (PCTV)

2. APPROVAL OF THE MINUTES

Upon a motion duly made and seconded, it was VOTED unanimously by roll call vote, to approve the minutes of the June 4, 2021 meeting.

3. PRESIDENT'S REPORT

- x Hospitality and Culinary Program Update content, including some local important content.
 - 2. Workforce FastTrack Hospitality & Culinary Program
 - x Over the past 12 months have offered two cohorts the certificates across the four tracks. These were offered during the pandemic.

- x Starting next month will pilot FastTrack for Spanish speakers
 - x FastTrack 3.0 scheduled for October 2021 and FastTrack 4.0 in March 2022.
3. MA Skills Capital Grant– Berkshire Culinary Institute
- x BCC has been awarded \$400,000 to establish the Berkshire Culinary Institute, Mill Town Capital has pledged \$173,000 in paid internships, Currency Coffee has pledged \$50,000 in equipment and consulting. Work in the kitchen space is underway to provide new space for the program.

x New Employee Introduction from Christian Wynn, Interim Dean of Business & Outreach of Kiara Badillo, Special Programs Coordinator Academic and Early College Coach joins us from Admissions Office at Hampshire College, will be spending most of time at Taconic High School and Pittsfield High School for helping students with early access to college.

x Ellucian Colleague Refresh Implementation Project – Andrea Wadsworth, Vice President of Administration and Finance and Adam Klepetar, Vice President of Student Affairs and Enrollment Management. This BCC Implementation Team has staff from a cross section of departments at the college and are working with Elucian and Brown Hendrix to move this forward. This project touches all areas of the college and multiple touch points for our students. This is an important project now that complements the OneStop construction project and brings another level of modernization and service to our students. This is a large project and we are pleased to have our consultants work closely with us to transition smoothly. The project is important as it touches so many departments and our current system has not been upgraded nor had this level of investment in for 20 years. This upgrade will provide easier interfaces for staff and students.

x Timeline is to have the front-facing student experience (E) by 10/1/21 and back-end (e) by 1/1/22.

brought our allocation from \$378K to \$869K. These funds must be expended by 6/30/2022. Our goals are to increase student services in the following areas: interventions with developmental education courses, peer mentoring and academic coaching, college visits, career and academic assessment, access to technology and individualized success planning for students. We have been able to add staff with the additional funding to assist with working with students in these areas.

- Student SUCCESS Cohorts: Math Placement, Disability Resource Students, Men of Color with overall goal of 500+ students supported by SUCCESS Funds.

4. **STUDENTRUSTEE REPORT**

Monica Bliss reported the following:

- Three students participating in shared governance planning, myself, Lindsay McCarthy and Christina Briggs. Main focus this Fall is to continue exploring how SGA fits into the new shared governance structure and ensuring the student voice is represented at all levels.
- Student elections were held on time this spring and will be held on time this Fall. SGA meetings will be held virtually this Fall, starting 9/2021.
- We made it mandatory for our student trustee and SGA president to join SAC and

Project Name	Funding Source	Amount	Supplemental Funding	Source
One-Stop Project	DCAMM	6,900,000.00		
One-Stop Welcome Center	CARES	1,200.00		
Berkshire Culinary Institute	CARES	150,000.00	400,000.00	Mass Skills Grant
Berkshire 4556e07697704013311				

7. ADMINISTRATIVE ACTIONS

Melissa Loidice presented the personnel items from June 2, 2021 to August 24, 2021.

Upon a motion duly made and seconded, it was VOTED unanimously, by roll call vote, to approve the personnel actions for August.

8. OTHER BUSINESS

a. **Old**– None.

b. **New:** Chair Bowen noted the board will have a board retreat on October 29 with the general focus on strategic planning, listening around governance; will have an optional tour of campus on that day for all the new projects and construction. Also, being worked on is a calendar of events in which board members which to participate in virtually or in person.

9. ADJOURNMENT

The meeting was adjourned at 6:05 PM. The next scheduled meeting will be held on October 5, 2021.

DATE: October 5, 2021

Respectfully submitted,

Heather Seely

Approved:

Julie Bowen, Board Chair

Date