

[REDACTED]

PITTSFIELD, MASSACHUSETTS
MINUTES OF TRUSTEES MEETING
August 22, 2017

1. CONVENING

[REDACTED]

Utilization numbers so far are as follows:

Number of Students Logging in to Navigate 187

Number of Students Logging in for the first time 177

Number of Students Returning to Navigate 12

Number of Advisors Logging in to Navigate 1

Number of Students Completing Intake Survey 32

Number of Students Utilizing "My Plan" 81

The system tracks areas such as goals for employment, goals for college, academic subject interests, and topics of interest.

Additional data includes:

- Students who have applied for a specific term and if they have logged into Navigate
- Students who have registered using Navigate

The number of planned courses students have for a specific term.

c. Foundation and Fundraising

Craig Smith gave the Board a synopsis of the DCC Foundation's mission, history, and current



Anne Moore, Director of Student Financial Services gave the Board a run-through of the new online bill pay system at BCC.

The new system was launched on July 21st where students can pay their bill online. There are still some kinks to be worked out. The system is helping with the College's green initiative, no longer printing and mailing the over 2,500 invoices per term.

c. Finance

Vice President Law reported that there would be a surplus for FY17. FY18 is on trend for -5%

d. Human Resources

Jeff Hiltbold, Chair of the HR Committee shared that the committee is in the process of putting together President Kennedy's evaluation summary to submit to Commissioner Santiago. The committee will have a one page report summarizing what was submitted at next BOT meeting the HR Subcommittee will have a 1 page report summarizing what we submitted.

e. Nominating

Nothing to report at this time.

8. ADMINISTRATIVE ACTIONS

a. Personnel Actions

Deb Cote presented the personnel actions.

Upon a motion duly made and seconded, it was VOTED unanimously to approve the personnel actions for the period June 13, 2017 through August 22, 2017.

9. OTHER BUSINESS

a. Old - None.

b. New - None.

c. Upcoming Events - President Kennedy asked everyone to review the Calendar of Events given to them. Orientation, Welcome Back Breakfast.

10. ADJOURNMENT

The meeting was adjourned at 5:50 pm. The next scheduled meeting will be held on October 3, 2017.

DATE: September 22, 2017

By: [Redacted]

[Redacted]

Jim Roakman