

BERKSHIRE COMMUNITY COLLEGE  
PITTSFIELD, MASSACHUSETTS

MINUTES OF TRUSTEES MEETING  
July 11, 2019

1. CONVENING

A meeting of the Board of Trustees of Berkshire Community College was held on Thursday, July 11, 2019, in Room 210 of the Student Center. Chair Rodowicz called the meeting to order.

[REDACTED]

at 5:32 pm.

PRESENT

Chair Rodowicz; Trustees, Bowen, Chacon, Kiely, McCormick, Mirante, and  
Member Student Trustee Costello

- President's Cabinet and Standards Co-chairs revised Chapter drafts based on outside reviewer's comments and suggestions, filling in any missing content.
- Evidence and artifacts have been gathered in the NECHE Digital Workroom and linked to the document.

Mid-July:

- Internal Review Team reviews full draft for content, consistency, and readability.
- President's Cabinet finalizes Projections.

Late July:

- NECHE reviewer reads and provides a detailed commentary on full draft and all forms related to the Self-Study.
- Full draft shared with Standards Committee for electronic feedback.

August:

- Final revisions based on NECHE and committee feedback.
- Final Draft shared with the campus community for feedback (electronic comments, two Listening Sessions)

Friday, September 6: Submit NECHE Self-Study

- Surgical Technology

Institutional Characteristics Form

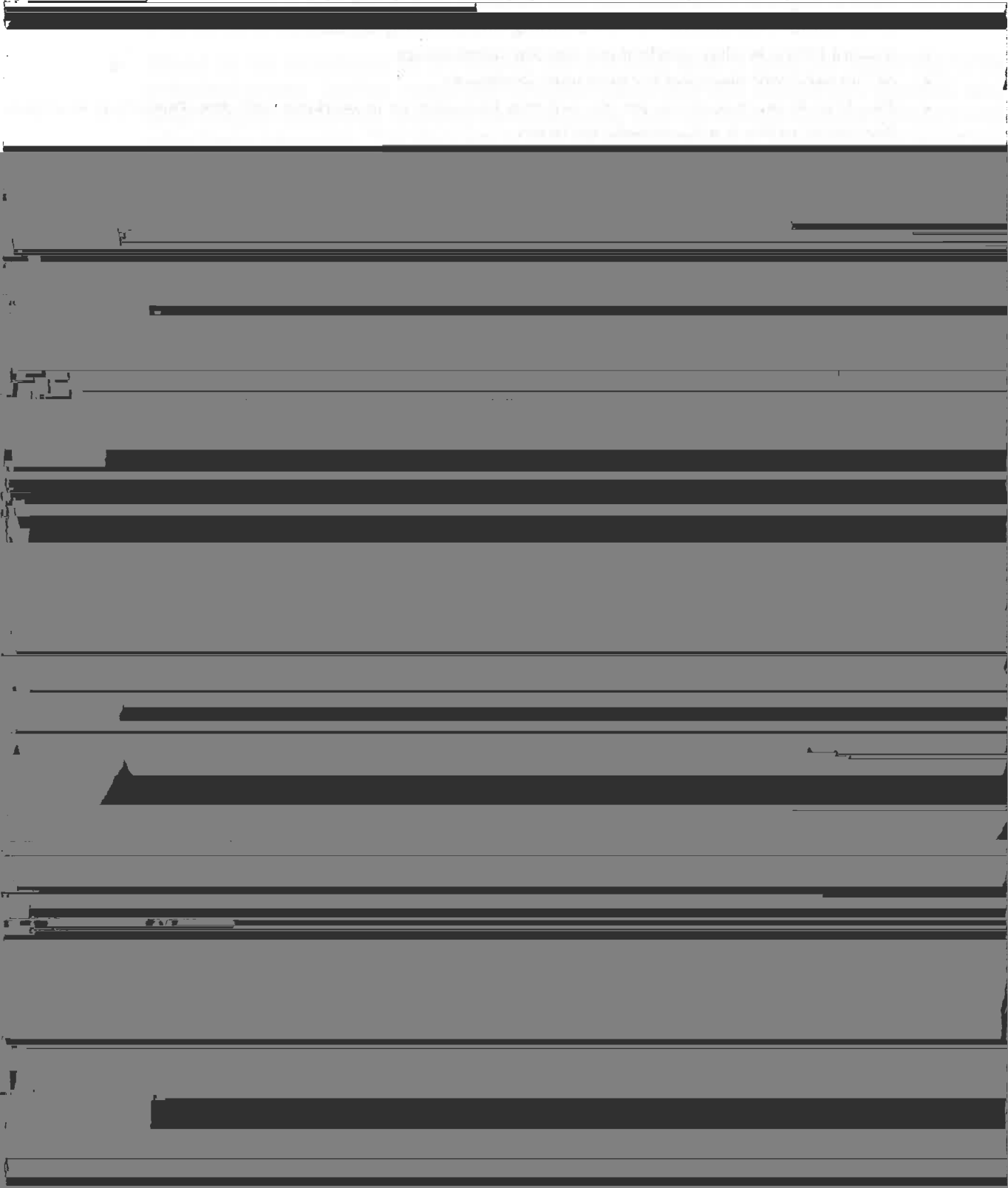
- Requests information on Characteristics of the institution ranging from:
  - Year authorized to type of control and 1<sup>st</sup> degree program
  - Level of post-secondary offering and types of programs
  - Student populations
  - Specialized programs and locations

- Standard Six – The chapter’s reflection of the College was an honest and true representation. There were some sections that she would have liked to hear more about.
- Standard Seven (Human Resources Section) – I learned so much about the College by reading this section and suggest that other board members read it.

Trinity Kink commented on Standard Four (The Academic Program). It was well written, there  
[REDACTED]

Trustee Chacon commented on Standard Seven (Institutional Resources, Finances Section).

- The chapter is well written and connects back to the college mission and vision.
- The finances are tied to the College's mission statement. One example of how this is accomplished is reflected by the college working to lower expenses, rather than raise fees.



Trustee Lori Kiely reported the following:

- Awards Night over \$300,000 to 140 students in scholarships
- Development Committee is now sending out quarterly updates
- Alumni Office is also sending out regular newsletters



South County Center Feasibility Study

- Received MA development Grant of \$25,000 to research feasibility to renovate SC and put in learning kitchen

[REDACTED]

- Waiting for detailed costs – projecting 4 million. Phase A Kitchen, B for the rest of the building

Non-credit Workshop Offerings

Temporarily suspend non-credit community education / personal enrichment





Upon a motion duly made and seconded, it was VOTED unanimously to approve the signing of an Interdepartmental Service Agreement (ISA) with DCAMM, which will allow the One Stop Student Success Center Project to move forward while fundraising efforts proceed to ~~cover~~ the estimated funding gap of \$1,789,051. Under this ISA, Berkshire

Community College would assume the obligation of paying any shortfall between the amount gathered through these fundraising efforts and \$1,789,051 from college resources. It is noted that (1) the Total Project Cost (TPC) of \$9,163,157 includes \$1,868,964 for contingency (20.4%); (2) to achieve efficiencies and reduce overall costs, the Field Roof Replacement Project has been combined with the One Stop Student Success Center Project with its estimated cost of \$1,517,000 fully supported

by DCAMM through a separate funding source for deferred maintenance; (3) any funds from Berkshire Community College would be used at the end of the project (i.e., Q3 or Q4 of FY21); and (4) if the low bid exceeds the Estimated Construction Cost (ECC) of \$6,335,294, Berkshire Community College would have the option of rejecting the bid

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



- President Kennedy introduced new Deans Laurie Gordy and Kevin Bechard who will be formally introduced at the August meeting.

c. Upcoming Events – President Kennedy the upcoming events.

NECHE dates: October 20 - 23

## 10. ADJOURNMENT

The meeting was adjourned at 7:15pm. The next scheduled meeting will be held on August 27, 2019

DATE: August 27, 2019

Res            ly submitted,

Kim            an

Approved:

rlene Rodowicz, Board

8 2 20 19

Date