

Berkshire Community College Board of Trustees
Charge to the
Presidential Search Committee - 2025

The Presidential Search Committee has been appointed by the Berkshire Community College Board of Trustees to screen candidates for the presidency of Berkshire Community College. The Board appreciates each member's willingness to participate in this important role. Your work will lead to the appointment of the next president of the College. The following charge reflects the Board's expectations with respect to the search process and the authority granted to the Search Committee:

- The Search Committee will comply with the [presidential search guidelines of the Massachusetts Board of Higher Education](#).
- The Search Committee shall review the profile for the position of President of Berkshire Community College as well as a statement of the desired professional and personal characteristics needed to fulfill that position. These documents will reflect characteristics needed for the leadership role at the local level as well as an understanding of the role and context of the public higher education system in Massachusetts. These documents will guide the search process and be shared with candidates and nomination sources.
- The search committee will follow a timeline for the search that will permit the appointment of the President by July 1, 2026, or as soon thereafter as is feasible. *All members of the committee are expected to attend all committee meetings.*
- The Search Committee members will act as representatives of their constituencies, maintain the confidentiality of all candidates, operate under the Open Meeting Law, and protect the integrity of the search process in conduct and communications. *Any member of the search committee who breaches confidentiality may be removed from the committee without replacement.*
- The Search Committee will be committed to an inclusive and equitable recruitment process and will conduct a broad search to ensure qualified candidates from all backgrounds are encouraged to apply.
- The Search Committee will propose to the Board of Trustees at least three (3) highly qualified candidates, unranked, from which the board will expect to select and recommend for appoint the President.
- The Chairperson of the Search Committee, or another member they may designate, will be the sole spokesperson for the Committee to the board, campus constituencies, or the external community. The Search Committee Chairperson will make periodic progress reports to the Board of Trustees and members of the college community.
- The Search Committee will assist the Board in assuring the best possible introduction and transition for the new President before and after taking office.

Approved November 13, 2025