



Member Handbook

Osher Lifelong Learning Institute at Berkshire Community College
1350 West Street
Pittsfield, MA 01201

Phone: **413.236.2190** Email: **OLLI@berkshirecc.edu**

www.BerkshireOLLI.org

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FAST FACTS

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Field Administration Building, room F107 (note location change effective fall 2019)
1350 West Street
Pittsfield, MA 01201

From Visitors Parking, the easiest route is to cross the courtyard diagonally (past the flowers) towards the Field Administration Center. Enter the doors to your right, under the Robert Louis Stevenson quote, and proceed through the vestibule. Go through the door ahead and to your left, past the restrooms—our offices are straight ahead. Lounge seating is available in the foyer!

Email: OLLI@berkshirecc.edu

Website: www.berkshireOLLI.org

Purposes and Objectives

OLLI at BCC is a membership-run educational organization designed to:

- a. Offer non-credit courses created and developed by and for its members on topics reflecting a variety of interests.
- b. Encourage members to serve on committees, to participate in events, to be course coordinators, facilitators and lecturers.
- c. Provide programs of special events, distinguished speakers and travel to educational venues and events both within and outside of the state of Massachusetts.

OLLI Affiliations

OLLI at BCC is a member of the Osher Lifelong Learning Institute network and a program of Berkshire Community College. OLLI has four Educational Partners: BCC, Williams College, Bard College at Simon's Rock, and the Massachusetts College of Liberal Arts. It has over thirty Cultural Partners listed-- be sure to consult your OLLI Discount Card, the back of the course catalog, or the Cultural Partners page on our website to be aware of discounts given by some of our Cultural Partners to OLLI members. We urge you to support all of our partner organizations as they are very important to our continued success.

Membership Categories

Annual Membership fee is \$60.00 per person and entitles members to register for classes in all four semesters and to participate at member rates in the Distinguished Speaker Series and in Special Events all year. Membership fees are tax-deductible.

Summer Membership fee is \$30.00 per person and entitles members to register for classes in the Summer Semester and to participate at member rates in the Distinguished Speaker Series and in Special Events programs during June, July and August. Membership fees are tax-deductible. Credit from a summer membership can be applied toward the cost of an Annual Membership.

Courses

Approximately 80 courses per year are offered during our four semesters. We strive to offer a curriculum that inspires members to engage with varied subject matter and to expand their understanding of important topics. Most courses are open to all members, but in special circumstances it is necessary to limit enrollment because of facility or other restrictions. If a class has a limited enrollment, we enroll members based upon a first-come, first-served registration process. Members will receive a letter in the mail from the OLLI Office confirming their enrollments.

Please note that courses are not held on Federal Holidays, Passover, Rosh Hashanah, Yom Kippur and Patriots' Day.

FLEX passes

Sometimes your plans do not work with our semester schedule, or you might want to sample a variety of classes to see which one intrigues you the most. We have the perfect solution: the OLLI FLEX pass!

With an OLLI FLEX pass, you may attend up to six class sessions in a given fall, winter or spring semester, or four class sessions in our shorter (June thru August) summer semester. Our FLEX pass is the same price as a regular course and is available only to OLLI members.

Please note that a FLEX pass cannot be used for admission to a limited enrollment class if that class has reached seating capacity. You may register for one or more FLEX passes, along with other OLLI courses.

Course Tuition Scholarships

Scholarship assistance is available to OLLI members with special financial circumstances. You may apply for a tuition waiver for one course each semester by contacting the OLLI Office and speaking with the Executive Director. Your privacy will be maintained.

Cancellations for Inclement Weather

OLLI classes and events are almost always cancelled if Berkshire Community College is closed due to inclement weather. That decision is made prior to 6:00 a.m. Go to the BCC website at www.berkshirecc.edu for up-to-date information or listen to local radio and TV stations. Please check your email in the morning as well.

Guests in the Classroom

Members who have guests visiting them may bring them to one day of OLLI classes during their visit providing that the class does not have restricted enrollment. Please call the OLLI Office before bringing a guest to class and his/her name will be added to the class roster for the day.

Special Events

Each year this program provides an array of wonderful offerings to our members and their guests. Day trips, theater outings, concerts and guided museum visits provide an opportunity to meet fellow OLLI members and to interact socially. Look for emails about these Special Events and/or visit the OLLI website for details at www.BerkshireOLLI.org and select “Programs and Events” from the top menu.

Distinguished Speaker Series

The Distinguished Speaker Series brings noted scholars and experts to our members, their guests and the general community. Lectures are offered most months and cover a wide variety of topics including history, current events, art, literature, politics and more. Look for emails about these lectures and/or visit the OLLI website at www.BerkshireOLLI.org.

Special Interest Groups

OLLI’s Shared Interest Groups (SIGs) are member-organized, peer-led discussion and activity groups that are free and exclusively for OLLI at BCC members. SIGs offer you the opportunity to gather with like-minded people for discussion or activities in a wide variety of subjects, from contract bridge and photography to gardening and Native American culture. OLLI members are encouraged to start their own with the support of the OLLI Office. For more information or to join any of the Shared Interest Groups, please contact the OLLI Office.

University Days

Throughout the year, OLLI offers a series of symposiums featuring guest speakers, breakout panels and curated lunch conversations. Themes have included the culture of aging, criminal justice reform, sports & culture, women’s suffrage, and many more. While these events are open to the public, OLLI members receive a steep discount on admission!

Mentoring For Success

The Mentoring for Success Program supports the development of ongoing, personal relationships in which OLLI members (mentors) share knowledge, skills, information and perspective to encourage the personal and professional growth of highly focused BCC students (mentees) who have specific plans for a career and/or continuing their education at a four year college.

Students who are mentored show an improvement in academic performance, are more likely to graduate from college, and benefit from building a strong connection with a supportive and positive role model. If you're interested in sharing your experience with the next generation, please contact the offices for an application.

Music School

OLLI is pleased to collaborate with the Berkshire Music School on a series of hands-on music classes for adult learners in ukulele, keyboard and voice. OLLI at BCC members receive discounted registration! For more information and current offerings please contact the Berkshire Music School directly at 413-442-1411.

OLLI Publications

The OLLI Catalog

Published four times a year—Fall, Winter, Spring and Summer—the catalog is the primary source of information about our academic program. Course descriptions, class schedules, site locations, registration procedures and inclement weather policies are found in the catalog. You will receive a copy of each semester's catalog in the mail, and they are readily available at multiple locations throughout Berkshire County and on our website.

The OLLI Newsletter

Published three times a year—Fall, Winter and Spring—this publication provides information about the upcoming semester, a message from the President of the OLLI Board, articles about our members and important OLLI events. You will receive a copy of each newsletter in the mail.

The OLLI Website

OLLI's website, www.berkshireOLLI.org, is a vital link to all things OLLI. Please be sure to visit the website for up-to-date information about all aspects of our programming.

Email Messages

In an effort to save on postal costs and to be more "green," most OLLI communications with our members will come by email. In order to be more fully informed about important business matters, upcoming events and programs, we urge you to review all of your OLLI email messages.

While OLLI never shares nor sells any of our member's contact information, we offer the option to receive forwarded messages from our Educational and Cultural Partners to notify you of additional upcoming events and special discounts. If you would like to opt-in to this list, please contact the offices at 413-236-2190 or OLLI@berkshirecc.edu.

OLLI TV

Enjoy selected OLLI classes and interviews with our extraordinary instructors at home (or anywhere else) on your computer. These sessions are free and open to all on our website, on YouTube and on Facebook (@olliatberkshirecommunitycollege)—you don't need a Facebook account to view.

OLLI also partners with students from Miss Hall's School and Pittsfield Community Television to produce a half hour interview show called *Hello OLLI*. Each episode features a half hour interview with OLLI instructors on a variety of topics. Check out our website for past episodes and more.

Volunteering

OLLI is membership led. The volunteer efforts that have fueled OLLI's growth continue to be of critical importance to the vigor and expansion of the organization. Volunteers perform a variety of tasks that sustain the program organizationally and financially. Their contributions of time and talent greatly defray our operating costs and allow us to bring outstanding programs to you.

Our instructors are also volunteers! The talented and accomplished lecturers donate their time and expertise.

Volunteering offers our members the opportunity to enjoy the OLLI experience outside of the classroom. Your experience, professional or personal, can find a creative outlet within our volunteer network. Our volunteers find this experience satisfying and worthwhile. Please look over the following Volunteer Opportunities and ask yourself how your experience and interests would best fit OLLI. Training will be provided (if necessary) for any volunteer position.

Call the OLLI Office at 413.236.2190 or email us at olli@berkshirecc.edu to volunteer on a committee. You will be making a contribution to OLLI, and we will rely on your commitment, initiative and responsibility to help us grow. Email is the primary way of communication between the chair and the members of the committee. It is important that you have an active email account.

Volunteer Opportunities

Classroom Facilitators check members into classes and assist instructors with distributing materials and other tasks. Each semester facilitators are chosen from the roster of class enrollees. If you would like to meet new people and greet old friends, this is a good volunteer opportunity.

Curriculum Committees oversee the development and expansion of our educational program. There are four Curriculum Committees—one each in charge of developing courses in *Arts, Literature, Science* and *Social Science*. An interest or a professional background in one of these academic areas is important for membership on these committees. You will work to identify and contact instructors and will help them develop and present their course descriptions.

Development Committee proposes new approaches to increasing monetary support in the following areas: the annual fund for OLLI, project sponsorships (ie gala sponsorship or catalog underwriting), and opportunities for grant and other external funding sources. This activity is conducted in coordination with the Berkshire Community College Development Office.

Distinguished Speakers Series Committee identifies topics of interest, develops relationships with speakers and schedules the lectures. There are opportunities to contact speakers and to write descriptions of lectures.

Information Systems Committee develops and updates Excel database files for membership, course enrollment and activity participation which are used for tracking, bookkeeping and demographic studies. This committee is responsible for implementation and use of real-time interactive videoconferencing capability in support of OLLI at BCC's educational programs. It maintains the OLLI photo archive and conducts the catalog cover photo contest.

Technology Committee provides audiovisual support for instructors during regular semesters as well as for the Distinguished Speaker Series. The committee members also produce video recordings of selected presentations and make them available to community television stations throughout Berkshire County. As a member of this committee, training in A/V support will be provided.

Membership Committee participates, through various subcommittees, in an integrated effort to: promote increased awareness of OLLI at BCC, increase OLLI's membership, enhance its community image and monitor member satisfaction. A background in public relations, marketing or an interest in growing organizations is helpful.

Newsletter Editorial Staff produces three issues of this publication yearly which reports on organizational activities and items of member interest. If you like to write, proofread, edit, interview or take photographs, this committee will suit you.

Office Volunteers help with mailings, filing and general office support tasks. Training is provided, and these volunteers enhance efficiency of the OLLI Office.

Special Events Committee researches, plans and presents events including travel to museum and historical sites, attendance at theatrical, musical and dance performances, and organizing events to enrich and enhance classes. The committee prepares meals and snacks to accompany certain events. If you enjoy entertaining, travel and working with a dynamic group, join this committee.

OLLI at BCC History

In 1994, a group of 34 interested Berkshire County residents met to develop a stimulating program of adult education to meet the wishes of mature learners. They wanted to provide learning experiences that would engage the intellect, generate discussion, heighten awareness of contemporary issues and events, and explore learning for the sake of learning. The result of their work was Berkshire Institute for Lifetime Learning (BILL).

BILL quickly earned the support of Berkshire Community College (BCC), Williams College and Bard College at Simon's Rock. BILL collaborated with the faculty and utilized facilities at these institutions to offer courses during a Fall, Winter and Spring semester each year. BILL also cooperated with major cultural organizations in Berkshire County and beyond to offer special events and to develop a lecture series.

In Spring 2006, The Bernard Osher Foundation of San Francisco, California, selected us to receive a grant designed to facilitate the transformation of BILL to OLLI at BCC. This was made possible by a formal agreement of collaboration between BILL and Berkshire Community College. We joined 117 other university-based Osher Lifelong Learning Institutes with access to educational resources, ideas and advanced technologies that have allowed us to increase the number, variety and quality of our learning programs. OLLI currently offers courses during the Fall, Winter, Spring and Summer semesters.

Structure and Governance

OLLI at BCC is governed by a Board of Directors elected by the membership at its Annual Meeting held in late May or early June of each year. Directors serve for two-year terms and may be re-elected for an additional two-year term. The Board elects its own officers including the President, Vice President, Treasurer and Secretary. OLLI members are encouraged to attend Board meetings to understand how our organization is governed. Please call the office for a listing of this year's Board of Directors meetings.

The Board of Directors of OLLI at BCC is responsible for setting policy, approving the budget and overseeing the work of OLLI committees. The Executive Director administers the operational component of the organization and is responsible to Berkshire Community College's Dean of Lifelong Learning and Workforce Development and to the OLLI Board of Directors. The Executive Director is assisted in her work by the OLLI Administrative Staff.

OLLI Locations and Parking Information

OLLI at BCC holds its classes and lectures in various geographic locations throughout Berkshire County and southern Vermont. This geographic diversity allows members to find something “close to home” regardless of their residential address. See directions and parking information for our most frequently used locations below; directions to other locations will be individually e-mailed for individual courses.

Berkshire Community College- Main Campus (BCC-MC)

1350 West Street, Pittsfield MA 01201

From the north: Follow Rte. 7 to Park Square in downtown Pittsfield. Turn right onto West Street, then turn left when the road comes to a T. Continue on West Street for 3.5 miles. The College's main entrance is on the right.

From the east: Follow Rte. 9 through Dalton and Pittsfield to Park Square in downtown Pittsfield. Continue straight onto West Street, then turn left when the road comes to a T. Continue on West Street for 3.5 miles. The College's main entrance is on the right.

From the south: Follow Rte. 7 to Park Square. Turn left onto West Street, then turn left when the road comes to a T. Continue on West Street for 3.5 miles. The College's main entrance is on the right.

From the west: Follow Rte. 20 to the NY/MA border. From the NY/MA border continue on Rte. 20 for approximately 4.8 miles, then turn left onto Hungerford Street. Bear left onto Forthill Avenue (underneath a railroad overpass). Continue to the end of Forthill Avenue. Turn left at the stop sign onto West Street. Continue on West Street for 0.9 miles. The College's main entrance is on the right.

PARKING is available in any open public parking space in the Central or North parking lots. There is also a Visitors Lot, but note that when BCC classes are in session there is a 90-minute time limit.

Handicapped spaces are available in the Visitor and East Parking lots, near the cafeteria entrance, as well as behind Melville Hall and Hawthorne Hall. If your course's room number begins with an M or H, we strongly advise utilizing the handicapped spaces behind your respective hall—access is significantly easier!

BCC South County Center (SCC)

343 Main Street, Great Barrington, MA 01230

Coming from the North, take Route 7 South to Great Barrington. Take a left onto Main Street at the intersection of Routes 7, 23 & 41. Go through two sets of lights and BCC's South County Center is on the left, diagonally across the street from the Town Hall.

PARKING is available on the street or behind the South County Center building.

Berkshire Museum (BM)

39 South Street, Pittsfield MA 01201

The museum is located in downtown Pittsfield, on South Street (Route 7)

PARKING is available up to 3 hours in the lot next to the Colonial just off South Street. There is additional metered on-street parking—the first 90 minutes are free, and there is no charge after 4:30 or on weekends.

Handicap spaces are available in the lot adjacent to the Berkshire Museum, and on the street near the Colonial Theatre. There is a loading zone in front of the Museum where no parking is permitted, but passengers may be picked up and dropped off.

Bard College at Simon's Rock

84 Alford Road, Great Barrington, MA 01230

Coming from the North, take Route 7 South to Great Barrington. Take a left onto Main Street at the intersection of Routes 7, 23 & 41. Go through downtown Great Barrington. At the fourth set of traffic lights, just beyond St. James Episcopal Church, turn right onto St. James Place. The main college entrance is 1.8 miles ahead on the right.

PARKING is available on surface lots.

Kimball Farms

235 Walker Street, Lenox MA 01240

From the north: Take Route 7/20 South to Walker St in Lenox. Go right, then take the first right.

From the south: Take Route 7/20 North to Walker St in Lenox. Go left, then take the first right.

From Lenox: Proceed down Walker Street, past Kemble Inn and Ventfort Hall. The entrance will be on your left, past the stone pillars.

PARKING: There are a limited number of parking spaces at Kimball Farms. Once they are full, please park alongside the driveway leading to the main building, without parking on the grassy area. Please avoid parking in any spots reserved for special populations.

The Clark Art Institute

225 South Street, Williamstown MA

From the south: Take Route 7 north into Williamstown. As you enter town, Route 7 proceeds around a small rotary. From the rotary, turn right onto South Street. The Clark is on the right about one-half mile down South Street.

From the north: Take Route 7 south into Williamstown. At the intersection of Routes 7 and 2, turn right. Proceed all the way around a small rotary past the Williams Inn and the public library. Turn right onto South Street. The Clark is on the right about one-half mile down South Street.

From the east: Follow Route 20 west to Route 7 north into Williamstown. As you enter town, Route 7 proceeds around a small rotary. From the rotary, turn right onto South Street. The Clark is on the right about one-half mile down South Street.

From the west (not recommended in snow): Take Interstate 87 to Exit 7 (Route 7 east). Follow Route 7 east to Route 278. Turn right onto Route 278. Follow Route 278 to Route 2 east.

PARKING is available on surface lots.

Williams College (WC)

880 Main Street, Williamstown

Williams College is located in central Williamstown. While the campus is within relatively close quarters, please consult addresses for specific building locations.

PARKING: There is limited on-street parking on Park Street, but with a 2-hour limit.

For most events, we recommend the public parking garage behind the '62 Center for Theatre and Dance. Proceed up North Street (following signs for Route 7, towards the left) - you can enter the parking lot directly for level 1 only (two flights of stairs up), or take the next right onto Whitman Street. Take your first right, just past the Children's Center, then a hard right into the top (3rd) level of the garage (no stairs and ADA spots)— if no spots are available, level 2 generally has spots and one flight of stairs.

Exit the garage and cross the oval—the Center for '62 theater will be ahead of you, and the Alumni Center is in the brick building down the path to the left if it; there is a side entrance off the sidewalk just past the call box with the blue siren.