



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus
Tyler 142

Date: February 9, 2012
Time: 1:30 P.M.

PRESENT:

J. Peter Dominick, Presiding
Dr. Frederick Breitenfeld, Jr.
James M. Dancy
Blake Eisenhart
Frank Fazzalore
Elizabeth Fineburg
Frederick Gudknecht

Otto Grupp III
Carol Mignoni-Ferguson
Garney Morris
Bernard O'Neill
Thomas Skiffington
Jeffrey Garton, Esq
Dr. James Links

ABSENT: S. W. Calkins, Elizabeth Graver, Madeline Kemper.

The meeting was called to order at 1:30 PM by Mr. Dominick. Mr. Dominick announced that earlier in the day the Board of Trustees met in executive session.

Upon motion by Dr. Breitenfeld, seconded by Ms. Fineburg, the minutes of the January meeting were approved. Mr. O'Neill abstained.

STUDENT GOVERNMENT REPORT

Matt Cipriano, Director, Student Life, reported that there are now 49 active clubs on all three campuses. Two clubs that have recently reactivated include the Black Student Union on the Newtown campus and the Black and Latino Alliance on the Lower Bucks campus. Student clubs have recently experienced a spike in new memberships.

SGA Treasurer Andrew Strauss hosted a budget webinar which was broadcast to all three campuses. The program was provided by the National Association of Campus Activities and offered an opportunity to learn how other student groups manage their funds.

SGA in Newtown plans a Valentine themed bachelor/bachelorette fundraiser to support the funding of an outdoor family movie night in May. Also on the schedule for the group is a March 13 Flapjack Fundraiser at Applebee's in Newtown benefitting the March of Dimes.

The LBC and Newtown Veterans' Club are once again adopting a troop currently deployed for the third time in Afghanistan; they are collecting funds for a care package for the troops. The

Black and Latino Alliance is organizing a Poetry Slam for February 24 as part of our Black History Month Celebration.

The UBC has been busy with community activities as the Habitat for Humanity group prepares for their annual spring trip. The Community Volunteer Corps is organizing an emergency food drive and the entire campus collected personal items to benefit a Woman's Place.

PRESIDENT'S REPORT

Dr. Links noted that the appearance of Vice President Biden in Bucks County and the recent position taken by both Governor Corbett and President Obama spotlights community colleges as poised to make a difference for students seeking an affordable, quality education. Community colleges must find a balance between the need to increase tuition and the funding constraints imposed at the local, state and federal level.

The President congratulated Trustee Tom Skiffington and Vice President Barbara Miller on their appointment to the Bucks County Economic Development Advisory Commission and Jim Sell, Executive Director LBC, on his selection as President of the Silver Lake Nature Center Advisory Board.

Dr. Links recognized the Paralegal Studies program on their reaccreditation by the American Bar Association. Faculty members John Sheridan and Kay Chen have received a grant to attend a workshop on transforming undergraduate education in STEM.

The President welcomed back to campus Security Officer Jessica Clymer who recently returned after serving a tour of duty in Afghanistan. Tobi Bruhn and Gail Acosta authored an article, published by the Council for Resource Development, highlighting cultivating stewardship through use of special events in fundraising. Many members of the Department of the Arts have been active in performance and exhibit venues including Charles Browning, Susan Hagen, Deborah Riccardi and Mark Sfirri.

Many faculty and staff will be involved as volunteers and presenters at the League for Innovation annual conference which is being held this year in Philadelphia. The event is being co-hosted by Bucks, the Community College of Philadelphia and Montgomery County Community College.

The President recently attended a completion ceremony for a veterans' cohort at the Green Jobs Academy and also accepted a \$500 scholarship for that program which was funded by the Lower Bucks Chamber of Commerce. The College has joined SEED (Sustainable Education & Economic Development), an effort of the American Association of Community Colleges. The organization focuses on sharing best practices and curricula in sustainability education. This membership reinforces the commitment of the College to sustainability in operations and classroom education.

Finally, Dr. Links noted that the recent signing of an internal agreement offers Bucks Radiography graduates credit for work completed in their program when they register for related credit majors. This represents the achievement of one of our strategic objectives to facilitate movement of students from non-credit to credit programs and create career ladders to do so when possible.

CHAIR'S REPORT

Mr. Dominick had no report this month.

FOUNDATION REPORT

Tobias Bruhn, Executive Director, Foundation, reported that the annual President's VIP Breakfast is scheduled for March 15 and already has seventy people planning to attend. Comcast Cable has generously agreed to be the event sponsor. For the first time recognition awards will be presented to several individuals during the event.

Student interest in scholarships is high this year and many in-class and personal sessions have been held to assist students in the application process and increase awareness of available scholarships. Three new scholarships have been added: two Carolyn Hope scholarships for nursing students and the Evan P. Zlock scholarship.

Mr. Bruhn announced that tickets are now available for the upcoming event at Pearl S. Buck International to benefit the John Long Memorial Scholarship fund. Mr. Long was a long-serving member of the Board of Trustees and the Foundation board.

PUBLIC COMMENT

There was no public comment.

BOARD COMMITTEES

STUDENT & COMMUNITY RELATIONS COMMITTEE – Thomas Skiffington, Chair

Donna Wilkoski, Director, Financial Aid, provided a report on changes in student Financial Aid utilization over the past five years. During this time period applications for aid increased by 85% and the number of students qualifying for aid rose by 96%. Analysis of the past year indicates a continuation of this upward utilization trend with the number of recipients growing by 11% in the 2010-11 academic year. Despite this growth, loan default rates are at 6.1% which is

well below the 10% threshold and among the lowest of Pennsylvania community colleges. This low rate can be attributed in part to requirements that students participate in entrance counseling and submit promissory notes prior to certification of the loan amount as well as to staff encouraging students to avoid unnecessary debt by requesting only the amount of aid that is truly needed.

ACADEMIC AFFAIRS COMMITTEE – Dr. Frederick Breitenfeld, Chair

Upon motion by Dr. Breitenfeld, seconded by Mr. Fazzalore, the Board of Trustees approved the following sabbatical leave requests for the 2012-13 academic year:

Half Year Leaves

Professor James Freeman – Spring 2013

Professor Debra Geoghan – Fall 2012

Professor Cecile Kandl – Fall 2012

Professor Judith Toland – Fall 2012

Full Leave

Professor Susan Hagen – Fall 2012-Spring 2013

The Sabbatical Report of Professor Denise May on her study of efforts to increase student retention and persistence was presented as an information item.

The resumes for the following new faculty were provided: Valerie Greco, Business Studies, Samantha Gross, Social & Behavioral Science and Christopher Smallwood, Associate Degree Nursing. Samantha Gross was introduced during the meeting.

STRATEGIC PLANNING, MARKETING & ASSESSMENT – Blake Eisenhart, Chair

Third week enrollment data for the current semester was provided as an information item; complete analysis of the data and trends will follow in March.

FINANCE COMMITTEE – James M. Dancy, Chair

Upon motion by Mr. Dancy, seconded by Mr. Morris the Board of Trustees approved the bid awards, other contracts, and other actions:

Bid Award

- **Microsoft Campus Agreement to Dell Computer Corporation for \$46,684.**

Other Contract

- **Copier lease replacements to Fraser Advanced Information Systems for \$34,339 over 5 years.**

Other Action

- **Revisions to Policy 4.1.1 Use of Buildings & Facilities by Outside Organizations.**

Two change order notifications were included for the Cafeteria and Library renovations on the Newtown campus.

Financial statements for the period ending January 2012 were provided for review.

HUMAN RESOURCES COMMITTEE—Elizabeth Fineburg

Upon motion by Ms. Fineburg, seconded by Mr. Grupp, the Board of Trustees approved revisions to Policy 2.6 Drug & Alcohol-Free Workplace effective February 9, 2012.

The College staffing report was provided an information item.

BOARD COMMENTS

Upon the motion being duly made and seconded, the meeting was adjourned at 2:05 PM. The next regularly scheduled meeting of the Board of Trustees will be on March 8 at 1:30 PM on the Newtown Campus.

James Dancy, Secretary