



## BUCKS COUNTY COMMUNITY COLLEGE

### BOARD OF TRUSTEES MEETING

Newtown Campus  
Date: May 9, 2019  
Time: 11 A.M.

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#### PRESENT:

Elizabeth Fineburg, Presiding  
James Dancy  
Blake Eisenhart  
Elizabeth Graver  
Otto Grupp III  
William Maeglin  
Carol Mignoni-Ferguson

Linda Mannherz  
Garney Morris  
Thomas Skiffington  
Philip Wursta  
Jeffrey Garton, Esq.  
Dr. Stephanie Shanblatt

ABSENT: David Breidinger, Frank Farry, Frank Fazzalore, and Carol Shelly.

Ms. Fineburg called the meeting to order at 11:08 AM and announced that earlier in the day the Board of Trustees met in executive session to discuss real estate, labor relations and personnel matters.

Upon motion by Mr. Grupp, seconded by Mr. Morris, the board approved the minutes of the April meeting.

#### CHAIR'S REPORT

Ms. Fineburg commented upon her recent attendance at the Annual Employee Recognition Event on the Newtown Campus. The day was an occasion to recognize faculty and staff for outstanding performance during the year, achieving milestone years in their employment at the college and receiving new educational degrees. Ms. Fineburg thanked all those honored for their contributions to the college that make it the great institution it is today.

#### PRESIDENT'S REPORT

Dr. Shanblatt began by congratulating the following individuals who were recognized on April 30 for their outstanding work and contributions during the past year.

##### Administrative Special Recognition Awards

Ed Aja, Facilities

Samantha Gross, Provost's Office

Betsy Sell, Advising & Transfer  
Stephanie Wenger-Grossman, Workforce Development  
Debbie Ziegler, Advising & Transfer

Classified Best of the Best Awards

Susan Cafiero, Arts  
Dr. Jan Cook, Enrollment Services  
Maria Correra, Business & Innovation  
Kelly Hauserman, STEM  
Bernadette Karpa, Academic Success Center

Campus Support Operations Recognition Award

Rob Gartner, Physical Plant, Epstein Campus at Lower Bucks  
Brandy Strickland, Security & Safety

President's Outstanding Service Award – OER Team

Bill Hemmig, Learning Resources  
Georglyn Davidson, Learning Resources  
Regina Hierholzer, Learning Resources  
Erin Niclaus, Social & Behavioral Science  
Stacey Bennett, Arts

Faculty Above & Beyond Award

Marianne Kepler, Social & Behavioral Science

The President also extended congratulations to the college United Way Campaign team, which for the second year in row, was honored at the United Way breakfast on May 3. The college received the Pacesetter Award for planning and executing a campaign that served as an inspiration to others and resulted in an annual campaign increase of 15%. The team included Rodney Altemose, Amy Balbi, Lynn Bintliff, Kathy Rose, Jim Sell, Laverne Tyrell and Kathi Fedorko.

In a partnership with Bucks County Workforce Development Board and PA Career Link, the college is offering a new, seven-week office technology-training program for unemployed or underemployed people beginning June 3. The new Microsoft Office Technology and Customer Service Specialist course is ideal for individuals who are comfortable working with computers and looking to start a new career in office administration or customer service. With about 1,000 workers in the county displaced through the loss of retail jobs, this program will provide marketable tech and customer service skills for displaced workers.

Dr. Shanblatt reported that Advancement hosted its first *Instagram Takeover* on April 16 when Alumnus Jeff Halikman '93, Senior Producer for Phillies Baseball, posted stories throughout the day to our Bucks Instagram account. Jeff highlighted what a typical day for him looks like, and talked about how Bucks prepared him for the role he has today. This is the first of what we hope will be many Alumni takeovers highlighting our alumni and their exciting careers.

Next, the President highlighted several campus events.

Accepted Students Day

On Saturday, April 27, more than 300 students and their families toured the campus and enjoyed a barbecue on the quad. Hosted by the Admissions department, the event featured campus tours and the chance to connect with college faculty and staff.

Journalism Forum

The college journalism program hosted its 20<sup>th</sup> annual Journalism Forum on April 17-18. The agenda focused on “Journalism Careers in the Digital Age,” and featured area journalists including three former Bucks students.

STEAM Educator Workshop

Armobile educators joined staff from the PA Department of Conservation and Natural Resources to offer a STEAM K-12 educator workshop on May 4 in Tyler Park. The program featured ways to teach multiple subjects with an environmental focus.

Healthcare Career Fair

More than 80 employers were represented at a healthcare career fair held on April 29 on the Newtown campus. Students attending were able to meet healthcare recruiters and other healthcare professionals. The event was hosted by the college Center for Student Employment and Career Development.

Finally, Dr. Shanblatt encouraged all in attendance to join the party at the Tyler Taste of Summer Event on Friday, June 7 for the Tyler Taste of Summer Event. This much-anticipated party will feature great music and food with a summer theme.

PUBLIC COMMENT

Mr. Almondo Carrasquillo, father of student Sofia Carrasquillo, related that he recently attended an excellent performance of the musical “Next to Normal” presented by the Drama Club in the Zlock Performing Arts Center. Mr. Carrasquillo was disappointed in the low attendance and offered several recommendations that he felt would increase attendance and serve as a motivator for the students. The Board Chair thanked Mr. Carrasquillo for his presence and his interest in our students and assured him that the college would carefully consider his suggestions.

COMMITTEE REPORTS

GOVERNANCE COMMITTEE – Elizabeth Graver, Chair

Ms. Graver presented the proposed slate of Board officers for 2019-2020 as recommended by the Governance Committee.

**Upon motion by Ms. Graver and second by Mr. Eisenhart, the Board of Trustees approved the following slate of officers for 2019-2020 as recommended by the Governance Committee:**

<b>Chairman</b>	<b>Elizabeth Fineburg</b>
<b>Vice-Chairman</b>	<b>William Maeglin</b>
<b>Secretary</b>	<b>Philip Wursta</b>
<b>Assistant Secretary</b>	<b>Carol Mignoni-Ferguson</b>
<b>Executive Committee</b>	<b>Garney Morris</b>

ACADEMIC, STUDENT & TECHNOLOGY COMMITTEE – Carol Shelly, Chair

Mr. Dancy chaired the meeting in Ms. Shelley's absence.

Dr. Jenell Bramlage, Executive Director, Research & Assessment, presented a report on the service to the community component of the college mission. Through its varied programs the college enriches lives, assists families and prepares workers, as well as raising money to support community projects. An impressive array of student and professional performances are scheduled at the Zlock PAC. Also enriching the arts environment of the county are the Hicks Gallery exhibits and the Artmobile.

Through its extensive public safety training network, college staff prepare firefighters across the state and around the world. Workforce development programs such as metalwork and industrial maintenance move qualified individuals into jobs with family-supporting wages. Individuals of all ages are supported by programs such as Keys, Encore and Kids on Campus. Both students and staff efforts provide assistance in the county to organizations and initiatives including United Way, Fresh Connect, Red Cross blood drives and Habitat for Humanity.

CONSENT AGENDA – William D. Maeglin, Chair, Finance Committee

Mr. Maeglin announced that all action items would be considered on the Consent Agenda. Trustees were advised that if discussion were requested on any item, that item would be removed from the Consent Agenda.

**Upon motion by Mr. Maeglin and seconded by Mr. Skiffington, the Board of Trustees approved the following consent agenda items as presented:**

- **Other Contracts**
  - **Adobe software license renewal to Adobe Software for \$93,470 per year and a three-year total of \$280,410.**
  - **Apple computer lease financing to Lenovo Financial Services, Inc. for \$23,309 per year and a three-year total of \$69,929.**
  - **Internet router replacement to Atrion Communications, Inc. for \$25,405.**
  - **Server equipment lease to Hewlett Packard Financial Services for \$34,704 per year and a three-year total of \$103,113.**
  - **Parking ticket management system renewal to United Public Safety, Inc. for \$15,069 per year and a three-year total of \$45,208.**
- **Other Action**
  - **Salary change for administrative staff consisting of 1.5% cost of living increase and 1.5% merit increase based on annual review.**
  - **Increase administrative staff starting salary scale by 3%.**

#### BOARD COMMENTS

There were no board comments.

#### ADJOURN

Upon the motion being duly made and seconded, the meeting was adjourned at 11:50 AM. The next regularly scheduled meeting of the Board of Trustees will be on June 13, 2019 at 11 AM on the Newtown Campus.

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Philip Wursta, Secretary