



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus
Tyler 142

Date: June 21, 2012
Time: 1:30 P.M.

PRESENT:

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

Elizabeth A. Graver
Frederick Gudknecht
Otto Grupp III
Carol Mignoni-Ferguson
Garney Morris.
Jeffrey Garton, Esq.
Dr. James Links

ABSENT: Madeline Kemper, Bernard O'Neill, Thomas Skiffington

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

Upon motion by Mr. Eisenhart, seconded by Ms. Graver, the minutes of the May meeting were approved.

STUDENT GOVERNMENT REPORT

Michael Blow, Student Government President for 2012-13, reported that student leaders are taking advantage of the slower summer academic pace to begin planning for Constitution Day.

PRESIDENT'S REPORT

Dr. Links noted that GED Graduation is scheduled this evening at the Lower Bucks Campus and this is just one of many events in May and June which celebrate the accomplishments of our students. Other recent ceremonies recognized the achievements of students in Radiography, LPN and public safety programs.

On July 12 the College will host the Lower Bucks Chamber of Commerce when it features a guest speaker at its summer meeting. The College has a strong record of collaboration with local chambers of commerce, including participation in leadership development programs for both the Lower Bucks and Pennridge chambers.

President Linksz announced that trustee Dr. Rick Breitenfeld was recently awarded a place in the Maryland Public Television Wall of Fame for his visionary leadership role in that organization as founding executive director.

Dr. Linksz also attended a recognition ceremony for our Historic Preservation program at which students were inducted into the national honor society Sigma Chi Kappa. The College is unique among two year schools for this online program offering which attracts students from across the nation.

The Newtown Campus recently hosted a symposium on the prevention of crimes against older adults which attracted many participants. The event was organized by the Bucks County District Attorney's office in cooperation with the College and several local social service agencies.

President Linksz acknowledged the efforts of Professor Deb Sedik and Assistant Academic Dean John Petito in working with Foundations Community Partnership to identify service learning opportunities for our students. Assistant Academic Dean Lisa Angela described a successful workshop, organized by Professor Deb Geoghan, to update K-12 educators on new techniques for using technology in the classroom.

In conclusion, Dr. Linksz noted that the state budget has yet to be finalized but community colleges are still hopeful that the final version will recognize their funding needs and priorities. Dr. Linksz thanked the trustees for their careful consideration of all information provided and hard work during the budget planning process this year.

CHAIR'S REPORT

Upon motion by Mr. Dominick, seconded by Dr. Breitenfeld, the Board of Trustees formalized the action taken at the 46th Commencement on May 17, 2012; that for dedicated service and leadership to the continued growth and impact of Bucks County Community College, spanning a period of 20 years, the Board of Trustees hereby declare that the building on the Newtown campus know as the Newtown Commons, shall henceforth be called the Dr. James J. Linksz Pavilion in grateful appreciation for his tenure as President.

Upon motion by Mr. Dominick, seconded by Ms. Graver, the Board of Trustees authorized the Executive Committee to act on behalf of the Board of Trustees regarding contractual matters, excepting those outlined in the bylaws (Article IV-I) but including pending labor agreements during the summer months of 2012. Further, that such action shall result in email notification to all Trustees in advance of any such Executive Committee action.

FOUNDATION REPORT

Tobi Bruhn, Executive Director, Foundation, reported that the June 1 Tyler Tasting Party netted \$44,000 which was a 10% increase over the previous year. Other recent Foundation events included Honors Convocation where 200 students were awarded scholarships valued in excess of \$200,000.

Mr. Bruhn described active community relationships with Lockheed Martin where three students are working in summer internships and Foundations Community Partnership where three students are serving in the summer youth corps. The Bristol Rotary Club will once again award an \$8,000 scholarship to sponsor a two program of study at the College for a deserving student.

PUBLIC COMMENT

There was no public comment.

BOARD COMMITTEES

STUDENT & COMMUNITY RELATIONS COMMITTEE – Thomas Skiffington, Chair

There was no committee report this month.

ACADEMIC AFFAIRS COMMITTEE – Dr. Frederick Breitenfeld, Chair

Upon motion by Dr. Breitenfeld, seconded by Mr. Morris, the Board of Trustees approved the addition of two new occupational programs of study in Applied Engineering Technology #2193 and Health Information Technology #2191 and also approved the deactivation of the Liberal Arts Humanities Emphasis Transfer Program #1058.

Vice President Barbara Yetman introduced Maryann Brennan, Career Coach for the TAACCCT Grant. Ms. Brennan is an experienced career counselor who worked previously for Career Link.

STRATEGIC PLANNING, MARKETING & ASSESSMENT – Blake Eisenhart, Chair

There was no committee report this month.

FINANCE COMMITTEE – James M. Dancy, Chair

Upon motion by Mr. Dancy, seconded by Mr. Grupp, the Board of Trustees approved the following bid awards:

- **Acquisition of personal computers from Hewlett-Packard Company, Inc.:**
 - All-in-one systems (270) @ \$802 per unit for \$216,540.
 - Notebook systems (29) with port replicators @ \$1022 per unit for \$29,638.
 - Notebook systems (48) without port replicators @ \$923 per unit for \$ 44,304.
 - Tablet notebook system (1) with port replicator @ \$1,271 per unit for \$1,271.
 - Tower systems (12) with removable drives @ \$816 per unit for \$9,792.
 - Hard drives (30) @ \$71 per unit for \$2,130.
 - Notebook batteries (32) @ \$85 per unit for \$2,720.
- Network printers (5) @ \$1,085 per unit from Dell Corporation, Inc. for \$5,425.
- Data storage equipment from Logicalis, Inc. for \$35,033.
- Duplicating paper from Unisource Worldwide, Inc. at \$2.53 per ream.
- Newtown Campus entryway signage from Twining Construction Company, Inc. for \$291,362.
- Newtown Commons furniture category 1 from Educational Furniture Solutions, Inc. for \$135,805.
- Newtown Commons furniture category 2 from Corporate Facilities, Inc. for \$35,257.
- Penn Hall carpeting from Hood Floors, Inc. for \$20,187.

Upon motion by Mr. Dancy, seconded by Mr. Grupp, the Board of Trustees approved the following other contracts:

- Apple computer lease to Apple Education Finance, Inc. for a total cost of \$70,363 over the three year term of the lease.
- LBC Public Safety Training Center Rapid Intervention Air Rescue Packs to Witmer Public Safety Group, Inc. for \$ 67,010.
- Network equipment maintenance contract to Heavywater, LTD for \$60,209.
- Printer replacement lease to HP Financial Services, Inc. for a total cost of \$27,259 over the three year term of the lease.
- Voice-telecommunications additional licenses and hardware to Strategic Telecommunications Services, Inc. for \$22,636.

Upon motion by Mr. Dancy, seconded by Mr. Grupp, the Board of Trustees approved the following change orders for the Newtown Commons project:

- Change Order #1 General Contractor for tunneling and adding utility crossings and sanitary lines in the courtyard to Walter Brucker & Co., Inc. \$21,988.
- Change Order #1 Electrical Contractor to add 34 new photoelectric smoke detector heads and 10 beam smoke detectors and to reconfigure fire alarm systems in both the Wellness Center and Pemberton Hall to Dayspring Electric, Inc. for \$60,298.

Upon motion by Mr. Dancy, seconded by Mr. Grupp, the Board of Trustees approved the sole source contract for maintenance and support of the MST Live Fire Training System with Kidde Fire Trainers, Inc. for a three year total of \$120,201.

Upon motion by Mr. Dancy, seconded by Mr. Grupp, the Board of Trustees approved the increase of the capital purchase limit from \$500.00 to \$2500.00

Upon motion by Mr. Dancy, seconded by Mr. Morris, the Board of Trustees approved the award for Property and Casualty insurance coverage for the period July 1, 2012 through June 30, 2013 to Paist & Noe for the estimated renewal premium of \$717,618.

Upon motion by Mr. Dancy, seconded by Mr. Fazzalore, the Board of Trustees adopted the fiscal year 2012-2013 balanced budget of \$83,556,944 and also the balanced budget for the Emergency Services Training Center of \$2,317,595, for a total balanced budget of \$85,874,539.

Mr. Dancy acknowledged the work done by Vice President Dennis Matthews and his team in developing a balanced budget during a period of fiscal restraint and great uncertainty.

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

HUMAN RESOURCES COMMITTEE—Elizabeth Fineburg

Upon motion by Ms. Fineburg, seconded by Mr. Grupp, the Board of Trustees approved a 2% salary increase for Dr. James J. Links consistent with the percentage increase for faculty and administrative staff at the College, for the fiscal year July 1, 2012 through June 30, 2013.

Vice President Dennis Matthews introduced the members of the Administrative Employee Committee: Denise McCardle, Chair, Linda McCann, Vice Chair, Deb Bergen, Parliamentarian, and Marcia Shady, Secretary.

Information was presented on current staffing.

BOARD COMMENTS

Mr. Dominick called upon Mr. Gudknecht, Nominating Committee Chair, to present the slate of officers for 2012-13.

Mr. Gudknecht presented the slate of officers: Blake Eisenhart, Chair, James Dancy, Vice Chair, Thomas Skiffington, Secretary, Dr. Frederick Breitenfeld, Assistant Secretary and J. Peter Dominick, Executive Committee.

Mr. Dominick called for any nominations from the floor. There being none, Mr. Dominick called for a motion to close nominations. Ms. Fineburg so moved.

Upon motion by Mr. Gudknecht, seconded by Ms. Graver, the Board of Trustees voted unanimously to elect the slate of officers as presented.

Mr. Dominick turned the gavel over to Mr. Eisenhart who acknowledged the leadership of Mr. Dominick during his twenty year association with the College. During his term of office Mr. Dominick provided oversight to the Middle States Accreditation visit, as well as the Presidential search, and was instrumental in launching capital projects including the revitalization of the Newtown Campus and construction of the Lower Bucks Public Safety Training Center. Mr. Eisenhart expressed deep appreciation to Mr. Dominick, on behalf of the trustees and campus community, and presented him with a commemorative plaque.

Mr. Dominick thanked his trustee colleagues, along with faculty and staff, for the privilege of working with them to make the College an institution of which the county and its citizens can be proud.

Upon the motion being duly made and seconded, the meeting was adjourned at 2:00 PM. The next regularly scheduled meeting of the Board of Trustees will be on September 13 at 1:30 PM on the Newtown Campus.

James Dancy, Secretary