



## BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus  
Tyler 142

Date: June 13, 2013  
Time: 1:30 P.M.

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### PRESENT:

Blake Eisenhart, Presiding  
Dr. Frederick Breitenfeld, Jr  
Frank Fazzalore  
Elizabeth Fineburg  
Elizabeth A. Graver  
Otto Grupp III  
Frederick Gudknecht

Madeline Kemper  
Carol Mignoni-Ferguson  
Garney Morris  
Thomas Skiffington  
Jeffrey Garton, Esq.  
Dr. Stephanie Shanblatt

ABSENT: S. W. Calkins, James M. Dancy

Mr. Eisenhart called the meeting to order at 1:45 PM. Mr. Eisenhart 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 Ms. Fineburg, seconded by Mr. Skiffington, the minutes of the May meeting were approved.

### CHAIR'S REPORT

**Upon motion by Mr. Eisenhart, seconded by Mr. Skiffington, 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), during the summer months of 2013. Further, that such action shall result in mail notification to all Trustees in advance of any such Executive Committee action.**

### PRESIDENT'S REPORT

Dr. Shanblatt reported that as part of the celebration of its 50<sup>th</sup> anniversary celebration the College sponsored a competition whose winners received funding to create an original work of art commemorating the event. Following are the winners and their projects:

- Mark Sfirri - a totem pole of interlocking wooden shapes titled *Building Blocks Totem*.

- Jeff Baumeister –a jazz suite celebrating the history of the music program at Bucks, called *Portraits from the Pub*.
- Ann Geddes – a fabric quilt to be shown in the Faculty Center called *Perspectives of the Cooper Homestead*.
- Barbara Korb - five prints to accompany the quilt and to coordinate with the visual presentation.

The President congratulated Matt Cipriano, Director, Student Life. Matt recently completed the leadership program sponsored by the Pennridge Chamber of Commerce and was also featured in a full page human interest story in the *Bucks County Courier Times* as part of the My Bucks County series.

Dr. Shanblatt also recognized Karl Carter, Learning Technologies, and Ron Smith, ITS, who were featured in a recent *Ed Tech – Focus on Higher Ed* article addressing the transition of college libraries to hi-tech learning centers.

The President next introduced the newly elected officers of Administrative Employees Group for 2013-2014: Chair - Denise McCardle, Vice Chair - Linda McCann, Secretary - Marcia Shady, and Parliamentarian - Debora Bergen.

Dr. Shanblatt requested that Vice President Barbara Miller introduce Dasha Boguslavskaya, Executive Director, Continuing Education, who has joined the College staff after being employed by the Fox School of Business at Temple University.

Dr. Shanblatt reported that the College hosted a Legislative Luncheon on May 29 attended by many of the state representatives and senators for Bucks County, along with several trustees. The event was an opportunity to update the lawmakers on the financial and legislative issues that are integral to our success.

Finally, the President extended sincere thanks to Tobi Bruhn, the entire Foundation staff and the many volunteers for another great evening at Tyler Tasting. The rain tried its best but was unable to put a real damper on the evening for the hundreds in attendance.

### BOARD COMMITTEES

#### STUDENT & COMMUNITY RELATIONS COMMITTEE – Elizabeth Graver, Chair

There was no committee report this month.

ACADEMIC AFFAIRS COMMITTEE – James M. Dancy, Chair

Dr. Conn presented a report highlighting the curriculum review process and the major curricular activities of the year. One overall trend is greater interest in curricula in the high priority occupations such as STEM and the medical fields, as well as in programs which provide preparation for immediate employment in a high demand area. During the year several program of study revisions were approved, most of which were designed to meet the requirements for transfer to PASSHE schools.

Presented for approval is a new program in Neuroscience which is designed to meet growing interest in the study of brain activity. The neuroscience field has higher than average projected job growth and numerous transfer school opportunities for our students. The programs proposed for deactivation, PA Director's Certificate for Early Childhood Facilities and Communication Performance, have both experienced lack of student interest as demonstrated by declining enrollments.

**Upon motion by Mr. Dancy, seconded by Mr. Grupp, the Board of Trustees approved the following curricular actions:**

- **Addition: Neuroscience Transfer Program #1194**
- **Deactivation: Communication: Performance Transfer Program #1121 and PA Director's Certificate for Early Childhood Education #3184**

STRATEGIC PLANNING, MARKETING & ASSESSMENT

There was no committee report this month.

FINANCE COMMITTEE – Dr. Frederick Breitenfeld, Chair

**Upon motion by Dr. Breitenfeld, seconded by Mr. Grupp, the Board of Trustees approved the following:**

**Bid Award**

- **Pickup truck for Doylestown PSTC to Faulkner Fleet Group, Inc. for \$47,922 over five years.**
- **Duplicating paper to Contract Paper Group, Inc. for \$2.317 per ream.**
- **Server and storage equipment to Logicalis, Inc. for \$57,917.**
- **Wireless network equipment to CommSolutions, Inc. for \$79,517.**

**Other Contracts**

- **Fire and security alarm maintenance and repair contract to Fire & Security Technologies, Inc. for \$172,900 over three years.**

- **Sprinkler and suppression system inspection contract to Tilley Fire Equipment, Inc. for \$34,920 over three years.**
- **Server and storage equipment leasing financing to Hewlett Packard Financial Services, Inc. for \$63,633 over five years.**

#### **Sole Source**

- **Adobe software license maintenance contract to Adobe, Inc. for \$136,629 over three years.**
- **Apple computer lease replacement to Apple Financial Services, Inc. for \$26,161 over three years.**

#### **Insurance Renewals**

- **Contracts for FY 13-14 medical, dental, life and long-term disability insurance coverage as follows:**
  - **Medical insurance to Independence Blue Cross for \$7,975,256.**
  - **Dental insurance to Metropolitan Life Dental for \$327,888 and to Dental Services Organization for \$137,150.**
  - **Life insurance to Aetna Life Insurance for \$102,755.**
  - **Long-term disability insurance to Assurant Employee Benefits for \$89,494.**
- **Contract for property and liability insurance to Paist & Noe, Inc. for \$844,258.**

Financial statements for the period ending May 2013 were provided for review.

#### **HUMAN RESOURCES COMMITTEE**—Elizabeth Fineburg

**Upon motion by Ms. Fineburg, seconded by Mr. Skiffington, the Board of Trustees approved a 2% salary increase for Dr. Stephanie H. Shanblatt consistent with the percentage increase for administrative staff at the College, for the fiscal year July 1, 2013 through June 30, 2014.**

#### **BOARD COMMENTS**

Mr. Eisenhart called upon Mr. Gudknecht, member of the Nominating Committee, to present the slate of officers for 2013-14 as Ms. Graver, Chair of the Nominating Committee, was not in attendance.

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

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

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

Mr. Eisenhart 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.

There were no board comments.

Upon the motion being duly made and seconded, the meeting was adjourned at 2:15 PM. The next regularly scheduled meeting of the Board of Trustees will be on September 12, 2013 at 1:30 PM on the Newtown Campus.

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Thomas Skiffington, Secretary