



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus
Tyler 142

Date: February 14, 2013
Time: 1:30 P.M.

PRESENT:

Blake Eisenhart, Presiding
Dr. Frederick Breitenfeld, Jr
S. W. Calkins
Frederick Gudknecht
Elizabeth A. Graver

Otto Grupp III
Bernard O'Neill
Thomas Skiffington
Jeffrey Garton, Esq.
Dr. Stephanie Shanblatt

ABSENT: James M. Dancy, J. Peter Dominick, Frank Fazzalore, Elizabeth Fineburg, Madeline Kemper, Carol Mignoni-Ferguson, Garney Morris

Mr. Eisenhart called the meeting to order at 1:35 PM. Mr. Eisenhart announced that earlier in the day the Board of Trustees met in executive session.

Upon motion by Dr. Breitenfeld, seconded by Mr. Gudknecht, the minutes of the January meeting were approved.

CHAIR'S REPORT

There was no report from the Chair this month.

PRESIDENT'S REPORT

The President began her report by sharing the first edition of a new magazine *Newtown Life*. The inaugural edition contained numerous features about the people and programs of the College.

Dr. Shanblatt congratulated faculty members on the recent publication of text books in their field. Judy Toland of Business Studies coauthored *Payroll Accounting* with colleague Bernie Bieg. Steve Sullivan of STEM authored *Essentials of Anatomy and Physiology*.

The President announced that Provost Annette Conn was selected to receive an award from the Phi Theta Kappa honorary society in recognition of her work with students and contributions to the profession. The award will be presented in April in San Jose.

Professor John Sheridan of the Department of the Arts, who was honored as the 2012 Lindback Professor, presented his Lindback teaching lecture to a packed house on February 7 and entertained the audience with his description of “covert learning” techniques. Dr. Shanblatt congratulated John and thanked him for his efforts to inspire our students in the classroom.

Dr. Shanblatt noted that two members of the staff have been recognized by their peers. Vice President Barbara Miller was selected by LERN to join an invitation-only group of top 30 leaders from the most successful noncredit programs in the country at the Senior LERN Leader Retreat on April 27, 2013 in Tucson, AZ. Marta Kaufmann, Executive Director Public Relations and Marketing, was selected to receive a professional development scholarship from NCMPR in the amount of \$400. This award is presented to outstanding members of NCMPR to assist them in attending the national conference which will be held this year in Chicago.

Bucks LPN students will be participating in a countywide health screening entitled “Know Your Numbers”. Students will assist at screenings March 4-6 where blood pressure, BMI and glucose levels will be measured.

The President concluded her report by reviewing her recent activities which included: hosting a roundtable for school district superintendents, conducting an Open Forum on January 31 where all campus constituents could dialogue with her, and taping a video segment with Comcast to be aired in the near future.

PUBLIC COMMENT

There was no public comment.

BOARD COMMITTEES

STUDENT & COMMUNITY RELATIONS COMMITTEE – Elizabeth Graver, Chair

Michael Blow, SGA President, presented a report on student activities which described the 49 clubs and organizations available to students. All campuses offer their students a variety of activities including entertainment, social gatherings, community events and fundraisers. Highlights of the Fall 2012 term were the LBC Pond Clean-up, Newtown One World Clean-up, Hurricane Sandy Supply Drive, Trumark Financial Workshops, and the Vets Club support of the Jason Epp family with a \$2,000 donation.

A first this year was the selection of Edwin Minguela as the Outstanding Student Leader. This award was developed to encourage students to improve their leadership skills and to celebrate the achievement of student organizations. Edwin was recognized for leading a book drive which collected 1,000 books for Children’s Hospital of Philadelphia and also for organizing a holiday party for Autism Cares.

Student leadership has committed to examining ways to increase participation, fostering development of leadership skills and continuing to build on success to show improvement from year to year.

Next Vice President Barbara Yetman provided an update on financial aid utilization by students. Currently 25% of Bucks students receive some form of financial aid, up from 17% in 2008-09. Aid disbursements total \$21 million with the majority in the form of loans or grants. Pell Grants are heavily utilized and the past five years have seen the number of recipients double and the total annual award increase by \$5 million.

Maintaining a low default rate is key for both the institution and the students. Bucks has a 9.9% three-year default year which is the lowest of the 14 Pennsylvania community colleges. New regulatory challenges to be met include changes in Pell grant and Title IV aid eligibility. Focused and frequent communication will be employed to ensure that students understand the impact of these changes.

The Financial Aid Office anticipates meeting the continued need for timely student engagement and will enhance document imaging capability and increase use of the Contact Center to respond to student FAQs, while examining work flows to handle increased processing volume.

ACADEMIC AFFAIRS COMMITTEE – James M. Dancy, Chair

The meeting was chaired by Mr. Skiffington in Mr. Dancy's absence.

Upon motion by Mr. Skiffington, seconded by Mr. Grupp, the Board of Trustees approved the following Sabbatical Leave Requests for the 2013-2014 Academic Year:

Half Year Leaves:

Professor Scott Bradshaw (Fall 2013)

Professor Brian Johnstone (Fall 2013)

Professor Marianne Kepler (Fall 2013)

Professor Marynell Zieziula (Spring 2014)

Full Year Leaves:

Professor Cameron McMillan (2013 – 2014)

Professor Mark Sfirri (2013 – 2014)

Professor Kimberly Witham (2013 – 2014)

Provost Conn described the sabbatical process as outlined in the labor agreement between the College and the Faculty Federation. The purpose of sabbaticals is to increase individual faculty performance and produce outcomes which are of academic or social value to the College. Faculty members with seven years of full time teaching service may apply; sabbaticals are limited to eight per academic year. All sabbatical proposals must be approved by the Provost and the Board of Trustees.

STRATEGIC PLANNING, MARKETING & ASSESSMENT – J. Peter Dominick, Chair

There was no committee report this month.

FINANCE COMMITTEE – Dr. Frederick Breitenfeld, Chair

Upon motion by Dr. Breitenfeld, seconded by Ms. Graver, the Board of Trustees approved the following other contracts:

- **Copier lease to Fraser Advance Information Systems for \$821 monthly cost, totaling \$49,281 over five years.**
- **Breathable compressor purchase to Witmer Public Safety Group, Inc. for \$57,500.**

Upon motion by Dr. Breitenfeld, seconded by Ms. Graver, the Board of Trustees approved the following policy actions:

- **Revision of Policy 1.3.1 Acceptance of Gifts**
- **Adoption of Policy 1.20 Art Collection Management**

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

HUMAN RESOURCES COMMITTEE—Elizabeth Fineburg

There was no committee report this month.

BOARD COMMENTS

There were no board comments.

Upon the motion being duly made and seconded, the meeting was adjourned at 2:10 PM. The next regularly scheduled meeting of the Board of Trustees will be on March 14, 2013 at 1:30 PM on the Lower Bucks Campus.

Thomas Skiffington, Secretary