



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus
Tyler 142

Date: May 9, 2013
Time: 1:30 P.M.

PRESENT:

Blake Eisenhart, Presiding
Dr. Frederick Breitenfeld, Jr
J. Peter Dominick
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.

Upon motion by Dr. Breitenfeld, seconded by Mr. Grupp, the minutes of the April meeting were approved.

CHAIR'S REPORT

Mr. Eisenhart called upon Ms. Graver, Nominating Committee Chair, to present the slate of officers for 2013-14.

Upon motion by Ms. Graver, seconded by Mr. Grupp, the Board of Trustees approved the following slate of officers: Blake Eisenhart - Chair, James Dancy - Vice Chair, Thomas Skiffington - Secretary, Elizabeth Fineburg - Assistant Secretary and Dr. Frederick Breitenfeld - Executive Committee.

Upon motion by Mr. Eisenhart, seconded by Mr. Morris, the Board of Trustees approved the award of the honorary degree Doctor of Public Service to James Bennett to be conferred upon him at the Commencement ceremonies on May 23, 2013.

PRESIDENT'S REPORT

The President recognized Professor John Strauss who presented a report on behalf of the Faculty Federation. Mr. Strauss first expressed his appreciation to Dr. Shanblatt for her attention to creating an environment of openness and community since she arrived in October. Mr. Strauss reported on the following initiatives undertaken by the Faculty Federation: political advocacy for enhanced funding for community colleges, support for student success efforts including enhanced library access and study buddies, and encouragement of campus-wide involvement in sustainability efforts.

Dr. Shanblatt shared the news that Jonathan Webster has been chosen as a Coca Cola National Scholar which places him among the top twenty community college students in the nation. Jonathan received his award in San Francisco at the annual AACC meeting. Professor Charles Beem, PTK faculty advisor, and I were honored to join Jonathan at the awards ceremony. Jonathan was featured, along with the Coca Cola Scholars, in a full page promotion in *USA Today*.

The President noted that on April 30 fifteen part time faculty members were honored for their special contributions to their departments and to the College. She expressed thanks to all part time faculty whose work plays an integral part in helping our students achieve their goals.

Also honored for his service was Professor Charles Beem of the Business Studies department who was been chosen as the recipient of the *Above and Beyond* service award for faculty. Professor Beem is active with several student groups on campus and also serves in leadership positions in national professional organizations. He is a wonderful role model for students and personifies the award title as he does go above and beyond.

Dr. Shanblatt reported that she has asked Physical Plant Executive Director Mark Grisi and faculty member Marianne Kepler to chair a Sustainability Team whose role is enhance sustainability efforts on campus and to engage the campus community more widely in our existing programs. On a related note, the annual *Recyclemania* competition has concluded with the College placing 1/18 schools in the state and 14/274 in the nation. Congratulations to Physical Plant staff and the campus community for a job well done.

Another successful The Art at Bucks month is concluding and hosted many exciting events. A free jazz concert drew a large crowd with many community participants. The student concerts were once again memorable and a reflection of the efforts of both faculty and students.

The President attended the Student Clubs and Organizations luncheon on May 2 where the many students who participate in campus activities were honored along with their advisors. Congratulations to Shakia Balmer-Jenkins and Kathleen Morey who were chosen as joint recipients of the President's Cup in recognition of their outstanding contribution to the College through student activities.

Dr. Shanblatt concluded by reminding all in attendance of the many upcoming events which celebrate the success of our students including the Culinary Program Graduation Dinner, Nursing Pinning, Honors Convocation and Commencement.

BOARD COMMITTEES

STUDENT & COMMUNITY RELATIONS COMMITTEE – Elizabeth Graver, Chair

Michael Blow, outgoing Student Government President, reviewed the major accomplishments of the SGA for the year. The election process was redesigned resulting in higher participation and more candidates for office. Greater efficiency was achieved in program planning by beginning the process in the summer. Another step taken was to survey students regarding clubs and organization to enable actions responsive to student need and interest. Finally, focus was placed on leadership training opportunities and a new Student Leader of the Month award was well received.

ACADEMIC AFFAIRS COMMITTEE – James M. Dancy, Chair

There was no committee report this month.

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

Vice President Barbara Yetman presented the five Strategic Initiatives which received a total of \$75,000 in funding in the FY 2013-2014 budget to allow the College to advance its strategic goals. The five projects are: Survey of Entering Student Engagement for \$7,100, Service Delivery Improvement Consulting for \$9,000, Community Scan for \$18,000, Electrical Infrastructure Study for \$34,400 and Solar Energy Pilot Study for \$6,500.

FINANCE COMMITTEE – Dr. Frederick Breitenfeld, Chair

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

Bid Award

- **Computer systems to Dell Computer Corporation for \$573,416.05**

Other Contracts

- **Assessment Management System to Task Stream, Inc. for \$19,000.**
- **Computer systems lease financing to Hewlett Packard Financial Services, Inc. for \$511,945.92 over 36 months at \$14,220.72 per month.**

- **Electrical engineering and consulting services to Henkels & McCoy for \$66,424.**
- **Public safety training extraction equipment to Multiple Emergency Services, Inc. for \$48,216.**

Sole Source

- **Parking Management System to United Public Safety, Inc. of Horsham, PA for \$43,027.**

Fee Changes

- **Changed Student Activity Fee billing to \$1 per credit from previous method of assessment; this represents no increase.**
- **Increased Clinical Nursing Fees for Nursing 101 and Nursing 102 to \$200 and for Nursing 201 & Nursing 202 to \$300.**

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

- **Adoption of new policy: Employment Category Definition**
- **Revision of existing policies: Retirement System Membership and Cellular Device.**

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

HUMAN RESOURCES COMMITTEE—Elizabeth Fineburg

Upon motion by Ms. Fineburg, seconded by Mr. Morris, the Board of Trustees approved the following actions related to administrative salaries:

- **Adopted a 2% merit pool for the annual Administrative Employees' salary increases, effective July 1, 2013.**
- **Applied a 2% overall increase to the current Administrative Employees' Salary Scale, effective July 1, 2013. This increase adjusts the starting scale for new hires and does not apply to current employees.**

BOARD COMMENTS

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 June 13, 2013 at 1:30 PM on the Newtown Campus.

Thomas Skiffington, Secretary