



BUCKS COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Newtown Campus
Date: June 13, 2019
Time: 11 A.M.

PRESENT:

Elizabeth Fineburg, Presiding
David R. Breidinger
James Dancy
Blake Eisenhart
Frank Farry
Elizabeth Graver
Otto Grupp III

Carol Mignoni-Ferguson
Linda Mannherz
Garney Morris
Carol Shelly
Philip Wursta
Jeffrey Garton, Esq.
Dr. Stephanie Shanblatt

ABSENT: Frank Fazzalore, William Maeglin and Thomas Skiffington

Ms. Fineburg called the meeting to order at 11:10 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 Ms. Graver, seconded by Mr. Grupp, the board approved the minutes of the May meeting.

CHAIR'S REPORT

Ms. Fineburg thanked all who contributed to the success of *Tyler Taste of Summer* and remarked on what a lovely evening it was. Ms. Fineburg also expressed her appreciation to the staff for their work during the year on behalf of our students.

PRESIDENT'S REPORT

The President reported on several events that annually bring people to enjoy the beautiful Newtown Campus.

- The *Faculty of the Future Conference*, held on May 31, attracted 200 attendees from area colleges for a day to learn, share and network. Attendees selected from over 40 presentations covering topics such as OERs, student engagement, and game-based

learning. Thanks to faculty members Jackie Burger and Greg Luce for their work in organizing this great event.

- Last Friday the *Tyler Taste of Summer* party gathered supporters of the college to enjoy beach music and barbeque in the formal gardens. Thanks to our sponsors, attendees and Advancement staff who contributed to the success of the evening. The event raises funds for the restoration and preservation of Tyler mansion and gardens.
- This weekend marks the 20th anniversary of *ECHO Lake Conference*, a unique event where artists collaborate on campus to produce unique works in various media. The conference, started by Professor Emeritus Mark Sfirri, concludes on Saturday evening with a dinner and auction.

Next Dr. Shanblatt shared information on college programs including:

- The Social and Behavioral Science department sponsored 5 sessions of the Network of Victim Assistance organization's *Darkness to Light* sexual abuse prevention training program. Workshops were held on all three campuses and 309 individuals were trained to prevent, recognize, and react responsibly to warning signs of child sexual abuse.
- In partnership with PA CareerLink, the college is seeking unemployed or underemployed Bucks County residents to apply for healthcare certificate programs. Training in several programs is free for those who meet eligibility requirements.
- Two dozen older adults completed six weeks of free job-skills training at the Morrisville Senior Service Center in classes that included computer skills and career workshops, resume writing, interviewing, and networking. College workforce instructors who specialize in mid-to late-career transitions led the courses.

In conclusion, the President congratulated Jenny Salisbury, Director of Foundation & Alumni Relations, who obtained her Certified Fund Raising Executive designation. The credential is the only accredited certification for philanthropic fundraising professionals.

PUBLIC COMMENT

There was no public comment.

COMMITTEE REPORTS

ACADEMIC, STUDENT & TECHNOLOGY COMMITTEE – Carol Shelly, Chair

Provost Lisa Angelo reviewed the curricular actions for the 2018-2019 academic year.

Upon motion by Ms. Shelly and seconded by Mr. Breidinger, the Board of Trustees approved the following curricular actions:

Approval of the following Programs of Study for five years:

Fine Arts/T #1001

Chef Apprentice/Food/O #2056

Chef Apprentice/Pastry/O #2098

Culinary Arts/C #3154

Management/Marketing/O #2015

Entrepreneurship & Small Business Management/O #2054

Meeting/Convention & Event Planning/O #2171

Meeting/Convention & Event Planning/C #3172

Computer Hardware Installation & Maintenance/C #3162

Computer Science/T #1103

Computer Networking Technology/O #2136

Computer Networking Technology/C #3133

Educational Paraprofessional Instructional Assistant/O #2034

History/T #1196

Psychology Interpersonal Emphasis/T #1183

Psychology Pre-Professional Emphasis/T #1060

Approval of the following Program of Study for three years:

Accounting/O #2016

Addition of the following new Programs of Study:

Magnetic Resonance Imaging/C #3201

Global Studies Degree Program/T #1204

Next Associate Vice President Brant Steen presented a report on enrollment for Spring 2019. During this semester enrollment was down .063%, a decrease that compares favorably to the national average of -3.5%. Factors in the county influencing enrollment include unemployment, age demographic and public school enrollment, all of which are currently not favorable. Overall the college is performing better than the national average for peer colleges and the 2.2% enrollment decline over the past three years is indicative of a slowing of the decline. Admissions staff are working to counter the downward trend through extensive, personalized outreach and additional in-person events. Campus-wide staff and faculty are engaged in focused retention efforts to help enrolled students remain on track to degree or certificate completion.

Bucks students were awarded 4.7% less Financial Aid during the 2018 academic year as a result of lower enrollment. 86% of the total awarded amount of \$16,496,232 was in the form of federal aid to 6,767 students. Pell funding has increased which is indicative of a rise in students with greater financial need. Loan default rates have increased slightly, reflecting the impact of loans issued during the recession. However, the default rate for Bucks students remains very low.

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

Mr. Wursta chaired the committee in Mr. Maeglin's absence. Mr. Wursta 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.

Motion to approve the Strategic Plan was tabled.

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

- **Bid Awards**
 - **Duplicating paper to Veritiv Operating Co., Inc. for \$2.648 per ream.**
 - **Grupp Hall fan coil replacement to JBM Mechanical for \$215,000.**
 - **Newtown Campus core renovation to Uhrig Construction for \$4,316,157.**
 - **Orangery heating and air conditioning to PT Mechanical, Inc. for \$89,770.**
- **Other Contracts**
 - **Automatic door maintenance contract to Advanced Door, Inc. for a total of \$130,800 for 5 years.**
 - **Chiller maintenance contract to Johnson Controls, Inc. for a total of \$167,385 for 5 years.**
 - **Compliance and prevention training software to EVERFI, Inc, a sole source, for a total \$33,600 for 3 years.**
 - **Elevator maintenance contract to Thyssen Krupp Elevator, Co. for \$186,893 for a total of 5 years.**
 - **Forklift replacement to Equipment Depot, Inc., using COSTARS, for \$36,393.**
 - **Video camera lease to HP Financial Services for a total of \$78,836 for 3 years.**
- **Change Order for architectural services at Lower Bucks AMTC to DIGSAU Architecture for \$24,000.**
- **Property & liability insurance renewal to various carriers for a total of \$735,711.**
- **Summer action by the Executive Committee on behalf of the board.**
- **New student fee of \$50 for I-20 overseas mailing for international students seeking F-1 status.**

BOARD COMMENTS

Ms. Fineburg recognized Ms. Graver, Governance Committee chair.

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

Chair	Elizabeth Fineburg
Vice-Chair	William Maeglin
Secretary	Philip Wursta
Assistant Secretary	Carol Mignoni-Ferguson

Executive Committee

Garney Morris

Ms. Fineburg called for any nominations from the floor. There being none, Mr. Breidinger moved to close the nominations, Ms. Shelly seconded the motion and a vote followed approving the motion. Ms. Fineburg called for a vote on the proposed slate.

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

Ms. Fineburg thanked everyone for their support and hard work during the past year. She expressed her appreciation for the opportunity to work with both trustees and staff to advance the mission of the college and is looking forward to another successful year.

There were no other board comments.

ADJOURN

Upon the motion being duly made and seconded, the meeting was adjourned at 11:45 AM. The next regularly scheduled meeting of the Board of Trustees will be on September 12, 2019 at 1:30 PM on the Newtown Campus.

Philip Wursta, Secretary