



## BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus  
Tyler 142

Date: January 8, 2009  
Time: 1:30 P.M.

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### PRESENT:

J. Peter Dominick, Presiding  
Dr. Frederick Breitenfeld, Jr.  
Blake Eisenhart  
Frank Fazzalore  
Elizabeth Fineburg  
Frederick Gudknecht  
Madeline Kemper

John Long, Jr.  
Carol Mignoni Ferguson  
Garney Morris  
Bernie O'Neill  
Jeffrey Garton, Esq.  
Dr. James Links

### ABSENT:

S. W. Calkins  
Elizabeth Graver  
Otto Grupp III  
Thomas Skiffington

The meeting was called to order at 1:50 PM by Mr. Dominick, followed by the Pledge of Allegiance.

Mr. Dominick announced that earlier in the day the Board of Trustees met in executive session to discuss personnel, labor relations, and real estate matters.

**Upon motion by Dr. Breitenfeld, seconded by Ms. Fineburg, the minutes of the December meeting were approved.**

### STUDENT GOVERNMENT REPORT

There was no Student Government report.

### PRESIDENT'S REPORT

Dr. Links presented his report.

- Dr. Links congratulated Board Chair Betty Graver who was recently honored with the 2008 Keystone Award, the highest honor bestowed by the Pennsylvania Chamber of Commerce.

- President Linkszt also noted Trustee Tom Skiffington's recognition as the Realtor of the Year Award by the Bucks County Association of Realtors.
- Trustee Peter Dominick was featured in a recent edition of *Outlook*, a publication of the Lower Bucks Chamber of Commerce.
- Dean Maureen McCreadie has been appointed to the EDUCAUSE Learning Initiative Advisory Board and in that capacity will represent community colleges.
- Dr. Linkszt related that several of the College's recent grant awards were reported in the *Dispatch*, a publication of the Council for Resource Development.
- The tuition waiver for recently unemployed workers has been featured prominently in several news articles and has garnered a great deal of interest from prospective students. The program was reactivated by the Trustees at the December meeting as a means of helping County residents access training during the economic downturn.
- Finally, Dr. Linkszt congratulated classified staff member Jan Cook on the publication of her children's book "The Handsome Crow".

#### CHAIR'S REPORT

There was no report from the Chair.

#### FOUNDATION REPORT

Tobias Bruhn reported that \$125,000 in Foundation generated funds will be awarded this spring in student scholarships.

Mr. Bruhn thanked the Lindback Foundation for again funding a \$4,000 award for excellence in teaching which will be awarded later in the spring.

Finally, Mr. Bruhn introduced Gail Acosta as the new Major Gift Program Manager for the Foundation. Ms. Acosta has broad experience in the development area and will work primarily to establish long-term relationships in the business community and with alumni.

#### PUBLIC COMMENT

There was no public comment.

#### BOARD COMMITTEES

STUDENT & COMMUNITY RELATIONS COMMITTEE – Dr. Frederick Breitenfeld Jr.,  
Chair

There was no committee report this month.

ACADEMIC AFFAIRS COMMITTEE - Carol Mignoni Ferguson, Chair

Ms. Mignoni Ferguson introduced Provost Annette Conn who provided a brief overview of the sabbatical process and noted that the sabbatical report of Dr. Matthew Rusnak was included in the Board agenda and reports of all recent sabbaticals are available for trustee review.

**Upon motion by Ms. Mignoni Ferguson, seconded by Mr. Morris, the Board of Trustees approved the following Sabbatical Leave Requests for the 2009-2010 Academic Year:**

**Half Year Leaves**

**Professor Stephen doCormo (Fall 2009)**

**Professor Margaret Montet (Spring 2010)**

**Professor Ray O'Brien (Fall 2009)**

**Professor Anthony Wolf (Spring 2010)**

**Full Year Leaves**

**Professor Joseph Erickson (2009-2010)**

**Professor Kathleen Fallon-Kline (2009-2010)**

Ms. Mignoni Ferguson questioned Provost Conn regarding the ability of faculty members to earn additional income, in addition to their sabbatical salary, from the College while on sabbatical. Dr. Conn replied that during her tenure at the College no faculty member has been paid for any other activity while on sabbatical leave. Dr. Conn noted that such payment would contradict the purpose of the sabbatical which is to provide time away from campus responsibilities.

STRATEGIC PLANNING, MARKETING & ASSESSMENT – Otto Grupp III, Chair

In Mr. Grupp's absence, Mr. Eisenhart chaired the meeting and introduced Vice President Karen Dawkins who provided an overview of the Strategic Planning process at the College. Ms. Dawkins reported that College staff has begun working on the new Strategic Plan for 2010 and later. Key to this process is the work of the Planning Advisory Group which is composed of members who represent all campus groups. Ms. Dawkins requested that the Board of Trustees review the information on College vision, mission, core values and goals which was provided to them and provide any feedback they might have on these items.

FINANCE COMMITTEE – J. Peter Dominick, Chair

As Mr. Dominick was presiding at the meeting, Mr. Fazzalore chaired the committee.

**Upon motion by Mr. Fazzalore, seconded by Dr. Breitenfeld, the Board of Trustees ratified the emergency approval of the fuel tank monitoring system repair, to Pine Run Construction, Inc. for \$16,900, by the Board of Trustees via email on December 22, 2008.**

**Upon motion by Mr. Fazzalore, seconded by Mr. Morris, the Board of Trustees approved the following change orders:**

- **Exterior site lighting Change Order #4 and #5 to Lederach Electric for \$16,050.**
- **Steam line replacement to B & S Sheet Mechanical for \$31,499.**
- **UBC classroom trailer rental for 3 additional months to ModSpace, Inc. for \$3,432.**

**Upon motion by Mr. Fazzalore, seconded by Mr. Eisenhart, the Board of Trustees approved the following other contracts:**

- **Printer replacement lease for 3 year term to Logicalis for \$27,259.**
- **HVAC design services to Bruce Brooks & Associates for \$42,000.**

**Upon motion by Mr. Fazzalore, seconded by Ms. Fineburg, the Board of Trustees approved Change Order #1 for additional underpinning required to stabilize the excavation for the new UBC addition, to E. R. Stuebner, General Contractor UBC expansion project, in the approximate amount of \$130,000.**

**Upon motion by Mr. Fazzalore, seconded by Mr. Morris, the Board of Trustees accepted the FY 2007-2008 Agreed Upon Procedures Audit as presented by Parente & Randolph.**

**Upon motion by Mr. Fazzalore, seconded by Ms. Fineburg, the Board of Trustees accepted the FY 2007-2008 Audit Report as presented by Parente & Randolph.**

HUMAN RESOURCES COMMITTEE—John Long, Chair

**Upon motion by Mr. Long, seconded by Ms. Fineburg, the Board of Trustees approved the revision of Policy 2.1.12 Family Medical Leave to assure that the College policy complies with the Family and Medical Leave Act, its amendments and regulations. This motion authorizes the College administration to revise the procedures associated with the Family and Medical Leave Policy, and to develop administrative guidelines, postings and forms to assure compliance with the Family and Medical Leave Act.**

Next Janet Puente, Director, Benefits, provided information regarding the successful Mobile Mammogram program which brings the Fox Chase Cancer Center mobile mammogram van to the campus each year.

BOARD COMMENTS

There being no further business to come before the Board, and upon the motion being duly made and seconded, the meeting was adjourned at 2:15 PM. The next meeting of the Board of Trustees will be on February 12, 2009 at 1:30 PM on the Newtown Campus in Tyler 142.

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Frederick R. Gudknecht, Secretary