



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus

Date: December 10, 2015

Time: 1:30 P.M.

PRESENT:

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

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

ABSENT: Frank Farry and Thomas Skiffington.

Mr. Dancy called the meeting to order at 1:40 PM 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. Fineburg, seconded by Mr. Grupp, the minutes of the November meeting were approved.

CHAIR'S REPORT

Chair Dancy introduced and welcomed Philip Wursta as the newest trustee appointed by the County Commissioners. Mr. Wursta is employed as a Vice President at Traffic Planning and Design, Inc., an engineering firm located in Doylestown, PA. His academic credentials include degrees in engineering and transportation engineering from Penn State and Villanova respectively. His activities include member since 2003 and Past President of the BCCC Foundation Board of Directors and current service as President, TMA Bucks.

PRESIDENT'S REPORT

President Shanblatt congratulated the students who participated in the biannual Student Research Conference on Friday December 4. A record number of students representing several academic disciplines presented their semester long research in the same manner of graduate students and

research scholars. The conference, sponsored by the Language & Literature Department, is open to all students and features presentations followed by panel discussions. Thanks to the faculty members who lead this event, Charlie Groth and Sarahlyn Bruck, as well as those who assisted by moderating panels.

Dr. Shanblatt acknowledged the contributions of the faculty and students of our culinary program who once again treated faculty and staff to a sumptuous buffet to celebrate the holiday season with musical entertainment provided by the student Madrigal Singers. Special thanks was extended to Chefs Arrowood, Angeline and Salemno and to Music Professor Shelly Reed for leading our students in the execution of the festivities.

The President reported on another successful holiday food drive during which faculty and staff donated the equivalent of 6600 cans/\$ to the food pantries of the Bucks County Opportunity Council. The winners of the departmental competition, in a contest too close to call, were Business Studies and STEM. Thanks to all who contributed to this activity which helps fight hunger in the county.

In conclusion, President Shanblatt invited the audience to take advantage of two remaining opportunities to enjoy performances by our student musicians. This evening the student Jazz Ensemble performs in the Zlock Performing Arts Center at 7 PM. The Madrigal Singers will be featured at Trinity Episcopal Church in Solebury on December 20 at 4 PM.

PUBLIC COMMENT

There was no public comment.

COMMITTEE REPORTS

ACADEMIC, STUDENT & TECHNOLOGY COMMITTEE - Thomas Skiffington, Chair

In Mr. Skiffington's absence Ms. Graver introduced the speakers, the first being Vice President Andres Lawlor who presented an update on the projects undertaken in the past year by the ITS department. In the category of service, major ITS staff efforts resulted in the launch of a new online application and a self-service financial aid module along with the introduction of a new system for student printing to provide greater accountability and print quota management. Campus support was provided to development of IT infrastructure for the new science building, completion of phase 1 of the network refresh project to enhance wireless capability and implementation of a new program to improve monitoring and service to classroom projection equipment.

In the category of continuous improvement, staff collaborated to begin conversion to fax over IP and desktop faxing, as well as deploying new enhancements to payroll processing, student account generation and financial reporting. Projects planned for the upcoming year include

implementation of a time management system, My Bucks portal upgrade, conversion to Office 365, continuation of network refresh and creation of a permanent video classroom to connect with LBC and UBC.

Elizabeth Warner, Vice President, SGA, highlighted the three pronged approach taken by the SGA in the fall semester. Leadership development and team building were encouraged through pursuing membership in the National Society of Leadership and Success which recognizes the service leadership contribution of students. Improving communications is another goal which may be enhanced by the use of a web-based tool Org Sync which other community colleges are using with good results. Finally, the focus on campus interaction was addressed through numerous partnerships and the first Semi-Annual Centurion Reception which brought students, faculty, and staff together in a social environment. The SGA also unveiled the 3.25 GPA discount program for the Café and Follett Bookstore and sponsored a successful toy drive benefitting Children's Hospital of Philadelphia.

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

Mr. Dancy announced that all action items would be considered on the Consent Agenda. Trustees were advised that if discussion was requested on any item, that item would be removed from the Consent Agenda. There were no requests to remove items from the agenda.

Upon motion by Mr. Maeglin and second by Mr. Morris, the Board of Trustees approved as presented the following:

- **Bid Award for classroom renovations at LBC for medical lab technician program to Walter Brucker, Inc. for \$208,700.**
- **Other Contracts**
 - **Classroom equipment for medical lab technician program at LBC to Fisher Scientific Company, LLC, using PA COSTARS, for \$159,584.**
 - **Network switch equipment to PhillyCom, Inc., using PA COSTARS, for \$584,929.**
 - **Network switch equipment to Commsolutions, Inc., using PA COSTARS, for \$248,907.**
 - **Equipment for NSF Infrastructure Grant to PhillyCom, Inc., using PA COSTARS, for \$179,946.**
 - **Time & attendance compliance solution to Time Clock Plus, Inc. for a total of \$107,024 over five years, with \$55,904 payable in the first year and \$12,780 in each of the four subsequent years.**
 - **Health benefit broker services renewal to Arthur J. Gallagher for one year at \$90,000, with an option for two one year renewals at \$93,000 and \$96,000 for the second and third years respectively.**
- **Sole Source Contract for analytics software from Tableau Software, Inc. for \$148,800.**
- **Audit Report for fiscal year 2014-2015 as presented by Baker Tilly LLC.**

BOARD COMMENTS

Trustees Morris and Shelly acknowledged the efforts of student clubs in fund-raising and suggested organizations in Bucks County with which students could become involved.

Trustee Grupp commented on the excellent holiday luncheon provided by the culinary students on December and thanked them for their efforts.

In conclusion, Chair Dancy extended warm wishes to all for a happy and safe holiday season.

ADJOURN

Upon the motion being duly made and seconded, the meeting was adjourned at 2:25 PM. The next regularly scheduled meeting of the Board of Trustees will be on January 14, 2016 at 1:30 PM on the Newtown Campus.

Dr. Frederick Breitenfeld Jr., Secretary