



BUCKS COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Newtown Campus

Date: June 14, 2018

Time: 11 A.M.

PRESENT:

Thomas Skiffington, Presiding
David Breidinger
Blake Eisenhart
Frank Farry
Frank Fazzalore
Elizabeth W. Fineburg
Elizabeth Graver
Carol Mignoni-Ferguson

William Maeglin
Linda Mannherz
Garney Morris
Carol Shelly
Philip Wursta
Jeffrey Garton, Esq.
Dr. Stephanie Shanblatt

ABSENT: James Dancy, and Otto Grupp III.

Mr. Skiffington called the meeting to order at 11:05 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.

The audience observed a moment of silence to recognize the passing of Barbara Miller, retired Vice President of Continuing Education and Workforce Development at the college.

Upon motion by Ms. Fineburg, seconded by Ms. Shelly, the minutes of the May meeting were approved.

CHAIR'S REPORT

There was no report from the Chair.

PRESIDENT'S REPORT

Dr. Shanblatt congratulated the Centurions golf team on their sixth-place finish at the NJCAA Division III National Tournament held at Chautauqua Golf Club in New York. The team is coached by Dr. Scott Bradshaw, Kinesiology & Sport Studies faculty, who led the Centurions to the national NJCAA tournament in 10 of his 16 seasons as coach.

Sophomore John Buliga of Langhorne led the day, firing a tournament-best 75, including the team's only eagle of the tournament. Buliga finished the season 13th in the nation, becoming an All-American for the second year in a row.

The President reported that another successful Faculty of the Future Conference held on June 1 brought faculty from area colleges and universities for a day of learning on our campus. Thanks to faculty members Jackie Burger, Learning Resources, and Greg Luce, Business Studies, for their work in organizing this great event.

Other recent events on campus included the 2nd Annual Plein Air Festival and the 29th Annual Tyler Testing Party. Thanks to our sponsors, attendees and Advancement staff who contributed to the success of both of these events. The weather cooperated on Friday by providing a lovely evening to enjoy fine food and art.

President Shanblatt announced that the summer camp season begins on June 18 with the college offering a wide variety of camps for all age brackets. The camp online brochure describes the full list of offering including camps such as *Build Your Own Guitar*, *CSI*, *Creating Digital Music* and *Aspiring Young Entrepreneurs*.

Dr. Shanblatt congratulated the Foundation for receiving the 2018 "Top Rated" badge from *GreatNonProfits*. The organization awards this seal of trustworthiness based on feedback received by donors, alumni, friends and beneficiaries. In addition, Christina McGinley and Tobi Bruhn recently presented a workshop on planning special events for the Association of Fundraising Professionals Greater Philadelphia Chapter.

Next, the President congratulated the following individuals recognized for their outstanding work and contributions during the past year.

Administrative Special Recognition Awards

Rose Cooper, Lower Bucks Campus

Tara Cutler, Advising & Transfer

Jenny DiPrimio, Online Learning

Patti Smallacombe, Grants

Megan Smith, Marketing

Classified Best of the Best Awards

Carol Brandt, Student Life

Glenn Elliott, ITS

Jennifer Garey, Arts

Brandon Kinsey, Student Life

Urszula Zak, President's Office

Support Staff

Joanne Kubacke, Custodial at Lower Bucks Campus

Bob Buchholz, Custodial at Newtown

In conclusion, the President requested that Provost Lisa Angela introduce two newly hired academic deans: Nicole Tracey, Language & Literature and Dr. Shawn Wild, STEM.

PUBLIC COMMENT

There was no public comment.

COMMITTEE REPORTS

ACADEMIC, STUDENT & TECHNOLOGY COMMITTEE – Elizabeth Fineburg, Chair

Provost Lisa Angelo presented the annual curriculum report recommending the following curricular actions: five-year renewal of thirteen degree and one certificate program, addition of three new degree programs and one new certificate program, as well as deactivation of one degree program. Program audits conducted every five years provide the basis for the recommendations.

New programs recommended for addition include an occupational certificate in Computed Tomography, an occupational degree for Medical Laboratory Technician, a transfer degree in Cybersecurity and a Guided Studies degree program. The program recommended for deactivation, Secondary Education Biology, has experienced declining enrollment.

Next Vice President Jason Mayland reviewed the strategy that the college is employing to reduce enterprise risk from cyber-attacks. The majority of data breaches impacting higher education are attributed to hacking, malware and insider practices. The high cost of a data breach requires the college to be aggressive in maintaining adequate cybersecurity.

The college employs a multi-pronged strategy to identify risk, protect systems and assets, detect and respond to threats and recover from cyberattack. Key elements of the strategy include risk assessment, access control, continuous security monitoring and planning for threat response.

Currently ITS staff are working to increase the frequency of vulnerability scanning, encrypt all backups, and develop new business continuity policies and procedures. The newly hired cybersecurity director is leading these efforts and involving the campus community through the formation of an incident response team. Future plans involve ensuring the security of college data, improving security protocols for wireless networks, implementing a cloud-based solution for disaster recovery and business continuity, while exploring alternatives to mitigate the systemic risk associated with the student information system.

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

Mr. Maeglin 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. There were no requests to remove items from the agenda.

Upon motion by Mr. Maeglin and second by Ms. Shelly, the Board of Trustees approved the following consent agenda items as presented:

- **Bid Awards**
 - **Duplicating paper purchase to Contract Paper Group, Inc. for \$2.523 per ream.**
 - **Replacement carpet for Upper & Lower Bucks Campuses to Kieran McKenna Flooring, Inc. for \$115,127.**
- **Other Contract Awards**
 - **ADA workstations to Educational Furniture Solutions for \$38,913.**
 - **Furnishings for Founders Hall lobby to Corporate Environments for \$43,461.**
 - **Classroom furnishings for Founders Hall and M&M building to Educational Furniture Solutions for \$60,274.**
 - **Advertising branding contract renewal to Carvertise for \$35,000.**
 - **Security guard services at Lower Bucks Campus to Tri-County Security Agency, Inc. for \$17.83 per hour.**
- **Other Approvals**
 - **Property & liability insurance renewal to various carriers for a total of \$770,924.**
 - **Summer action by the Executive Committee on behalf of the board.**
 - **Curricular actions as follows:**
 - Continuation of the following Programs of Study for five years:**
 - **Cinema/Video Production Degree Program #1181**
 - **Music Degree Program #1019**
 - **Business Administration Degree Program #1009**
 - **Health Information Technology Degree Program #2191**
 - **Nursing Degree Program #2035**
 - **Phlebotomy Certificate Program #3166**
 - **Elementary Education Pre-K - 4 Degree Program #4192**
 - **Secondary Education: History Degree Program #1180**
 - **Journalism Degree Program #1045**
 - **Liberal Arts: General Degree Program #1002**
 - **Engineering Technology Degree Program #2193**
 - **Mathematics Degree Program #1006**
 - **Biomedical Sciences Degree Program #1105**
 - **Neuroscience Degree Program #1194**
 - Addition of the following Programs of Study:**
 - **Computed Tomography Certificate Program #3200**
 - **Medical Laboratory Technician Degree Program #2203**
 - **Cybersecurity Degree Program #1203**

**- Guided Studies Degree Program #1202
Deactivation of the following Program of Study:
- Secondary Education: Biology Degree Program #1169**

BOARD COMMENTS

Mr. Skiffington recognized Ms. Graver, Governance Committee chair.

Ms. Graver presented the proposed slate of Board officers for 2018-2019 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

Mr. Skiffington called for any nominations from the floor. There being none, Mr. Skiffington moved to close the nominations and Mr. Eisenhart seconded the motion. Mr. Skiffington called for a vote on the proposed slate.

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

Mr. Skiffington thanked everyone for their support and hard work during his term of office. He expressed his appreciation for being able as chair to work with both trustees and staff to advance the mission of the college. He congratulated Ms. Fineburg and wished her well in her new role. In appreciation for his service, President Shanblatt presented Mr. Skiffington with a gift from the college.

There were no other board comments.

ADJOURN

Upon the motion being duly made and seconded, the meeting was adjourned at 11:40 AM. The next regularly scheduled meeting of the Board of Trustees will be on September 13, 2018 at 11 AM on the Newtown Campus.

Philip Wursta, Secretary