



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus

Date: March 10, 2016

Time: 1:30 P.M.

PRESENT:

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

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

ABSENT: Frederick Gudknecht

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. Shelly, seconded by Ms. Graver, the minutes of the February meeting were approved with Mr. Fazzalore abstaining.

CHAIR'S REPORT

There was no report from the Chair.

PRESIDENT'S REPORT

Dr. Shanblatt highlighted several events for prospective students scheduled beginning with Open House at the Newtown Campus on April 6. The Guidance Counselor Advisory Board will follow on April 15 and Accepted Students Day on April 16. Financial Aid office staff have been busy throughout the month of March offering 9 free workshops on FAFSA completion.

The President reported that the spring sports schedule will soon be in full swing with the baseball season kicking off with a home double header scheduled for Saturday at noon. The men's tennis team, coached by faculty member, Stretch Shah, will begin its season with a home match on March 22.

Dr. Shanblatt encouraged the audience to attend two premiere cultural events offered on campus. The first is classical pianist Simone Dinnerstein's performance this evening in the Zlock PAC at 7:30 PM. Beginning on April 4 Tibetan Monks from the Drepung Gomang Monastery will visit Bucks for 5 days creating a large sand mandala in the Rollins Center Solarium on the Newtown campus. A Tibetan Culture Pageant is scheduled for the Zlock PAC on Tuesday, April 5 at 7 PM.

President Shanblatt shared information regarding staff outreach activities. Dean Christine Hagedorn represented the college on Comcast Newsmakers where she discussed the ways in which the college helps students succeed through advising, career assistance and diverse program offerings. Executive Director Bob Grunmeier testified in Harrisburg in support of efforts to create opportunities for fire service training in high schools across the state.

In conclusion Dr. Shanblatt requested that Vice President Dennis Matthews introduce Arthur Taylor, newly hired as Director, Utility Operations.

PUBLIC COMMENT

There was no public comment.

COMMITTEE REPORTS

ACADEMIC, STUDENT & TECHNOLOGY COMMITTEE - Thomas Skiffington, Chair

Vice President Barbara Yetman presented an analysis of spring 2016 enrollment and marketing efforts. Recruiting students begins with creating awareness and this was accomplished by utilizing a variety of techniques including: mining big data, live chat, Quantcast campaign, digital billboards, mailings and numerous events and high school visits. Operational changes were also made to remove barriers to access and streamline the path for application, acceptance and registration. Other efforts included personal outreach campaigns directed toward students who had registered but not yet paid and also those who had interrupted their studies prior to completion.

Overall spring 2016 total credits enrolled declined by 3.7% compared to the prior year. The greatest decline of 11.7% occurred in evening enrollments, while eLearning grew by 3.3%. Limited course availability for face-to-face sections in the evening continues to pose a challenge in recruitment and retention of evening students. Next steps planned to pursue increased enrollment include enhanced opportunities for both high school students and the adult market.

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. Mr. Wursta was not present for the voting.

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

- **Other Contracts**
 - **Budget planning and analysis software to Centage Corporation for \$100,744 over 3 years.**
 - **Digital signage to Advanced Color Signs & Graphics for \$38,900.**
 - **Password manager software to Aegis Identify Software for \$36,500.**
 - **Desktop computers and peripherals (637 units) to Dell Computer for \$529,207.**
 - **Recycling containers (92 each) to Busch Systems, Inc. for \$23,460.**
 - **Internal audit engagement to evaluate internal controls to Clifton Larson Allen for \$29,550.**
- **Change Order to relocate network labs to Gateway as part of Founders Hall Renovation to Spillman-Farmer Architects for \$28,600.**
- **Lab Fee increases as follows:**

Course	Lab Fee
Medical Assisting Program	
MEDA200 & MEDA201	\$30
Culinary Program	
HRIM: 120, 121, 122, 127, 130, 131. 132, 133, 135, 293	\$120
HRIM: 134, 136, 137, 155, 291	\$40
HRIM150 and HRIM292	\$80

Upon motion by Mr. Maeglin and second by Ms. Shelly, the Board of Trustees approved a contract with D. Stafford and Associates to conduct a campus security operational review for \$25,550.

BOARD COMMENTS

There was no public comment.

ADJOURN

Upon the motion being duly made and seconded, the meeting was adjourned at 2:05 PM. The next regularly scheduled meeting of the Board of Trustees will be on April 14, 2016 at 1:30 PM on the Lower Bucks Campus.

Dr. Frederick Breitenfeld Jr., Secretary