



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Lower Bucks Campus

Date: May 14, 2015

Time: 1:30 P.M.

PRESENT:

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

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

ABSENT: S. W. Calkins, Elizabeth Graver, Thomas Skiffington

Mr. Dancy called the meeting to order at 1:35 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 Dr. Breitenfeld, seconded by Ms. Shelly, the minutes of the April meeting were approved.

CHAIR'S REPORT

Mr. Dancy reported that President Shanblatt is one of four Pennsylvania community college presidents invited to a White House Summit on community colleges on June 4.

PRESIDENT'S REPORT

Dr. Shanblatt began by discussing three important events organized by our Admissions and Career Services staff in recent weeks. Thanks to all faculty and staff participants in these activities.

Destination Bucks: Accepted Students Day brought several hundred students and their parents to campus. The event was highlighted by academic sessions and student/parent panel discussions. Students were very engaged in the activities as evidenced by the posting of many Instagrams that spoke highly of the experience.

Guidance Counselor Advisory Board met for the first time with 17 counselors from 15 high schools; all county public high schools and technical schools were represented. The meeting was a tremendous learning experience for both the counselors and college staff. We accomplished our goal of learning more about what we are doing well and areas in which we can improve our relationships with area high schools and their students.

Open House is always a popular event whose purpose is to provide prospective students and their parents with information regarding college programs and services. This year 300 people attended and spent time on the campus.

Spring 2015 Career Fair was held in the Linksz Pavilion on April 22 with the largest employer participation ever. Job opportunities were offered in Health, the Arts, Business Studies, STEM and Social Sciences.

The President reported that our Golf and Tennis teams both qualified for their regional tournaments with Golf finishing sixth and Tennis advancing to the second round. Congratulations to our student athletes who represent the college on the playing field.

Dr. Shanblatt recognized several faculty members for their accomplishments including:

- John Petito, Dean of the Social & Behavioral Science Department; Sarah Jakub, Assistant Professor, Sociology & Criminal Justice; and Samantha Gross and Jerry Millevoi, both part-time history faculty members, who presented the findings of their two year research project at a regional conference in NYC on May 8. Their work examined the importance of Latino culture in American history as well as the study of Latino culture at community colleges.
- Faculty member Kate D'Auria has been invited to attend the 2015 Governor's Institute: P-3 Collaboration: Working Together for Student Success. Kate teaches Early Childhood Education and is active in the early education professional community in the county.
- Journalism Professor Tony Rogers coordinated a forum held on April 21 which featured six media industry professionals who shared their experiences with our students in a roundtable discussion.

President Shanblatt acknowledged six new members of our Foundation Board who are: Charles Beem, Bucks Professor & President of the Alumni Association; Courtney Coffman, Chief Financial Officer for Lower Bucks Hospital; Michael Rabinowitz, Executive Director, Human Health for Merck; Trustee Thomas E. Skiffington, President & CEO of Remax 440 Realty; Gregory Ventresca, Managing Director of Keystone Companies Group, Inc. and Kevin Zlock, Esq., Zlock & Coverdale, P.C. in Langhorne, Pa. Thanks to our new and continuing Foundation Board members who donate their time and talents to advance the mission of the college.

Dr. Shanblatt announced that the college recently placed 4th in the nation among like-sized community colleges in the Digital Community Colleges Survey sponsored by the Center for

Digital Education. This award is reflective of the collective accomplishments of all in the college community who support innovation in the use of technology to achieve our mission.

The President reported that on April 15 the County Commissioners held their regular bimonthly meeting at the Lower Bucks Campus. At that time they recognized the college on its 50th anniversary with a proclamation noting the opening of the college with 730 students and 22 faculty members on September 29, 1965.

In conclusion, Vice President Dennis Matthews introduced Wayne Taylor, the new Senior Accountant.

PUBLIC COMMENT

There was no public comment.

COMMITTEE REPORTS

GOVERNANCE COMMITTEE – Dr. Frederick Breitenfeld, Jr., Chair

Dr. Frederick Breitenfeld presented the proposed slate of Board officers for 2015-2016.

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

Chairman	James Dancy
Vice-Chairman	Thomas Skiffington
Secretary	Dr. Frederick Breitenfeld
Asst. Secretary	Elizabeth Fineburg
Executive Committee	William Maeglin

ACADEMIC, STUDENT & TECHNOLOGY COMMITTEE - Thomas Skiffington, Chair

In Mr. Skiffington's absence Mr. Dancy acted as chair for the committee.

A report on Student Government activities was provided by students Matt Hoffer and Brad Abrams. Hard work on two activities resulted in gains for students. Beginning in Fall 2015, students with a 3.25 GPA will receive a card entitling them to a 10% discount in both the Bookstore and the Café. The installation of the Quick Printing station in Founders Hall was also greatly appreciated and well utilized by students. A highlight of the Spring semester was the Bucks Idol Talent Show which raised \$6,000 for the Jack Ready Scholarship.

Incoming officers will continue to work on improving communications with students and offering more seamless opportunities for students to connect with campus groups and activities. Matt Kelly was introduced as the incoming SGA President.

Next Vice President Barbara Yetman reported on the results of the recent Mission Review on Institutional Effectiveness. During this process Key Performance Indicators (KPIs) are used to measure performance and track progress toward goal attainment. Institutional Effectiveness is assessed using indicators for the following categories which flow from the mission and goals: access, student success, transfer preparation, career preparation, service to the community and stewardship of resources.

The review demonstrated that the majority of the key indicators are above the benchmarks, which may be external or internal depending on the indicator. Additionally improvement was noted in most categories since the last measurement period. The results of periodic reviews such as this are used to plan activities that drive improvement and enable us to serve our students better. The new advising model, the Professional Development Center and implementation of innovative instructional strategies are a few examples of projects whose development was spurred by use of institutional assessment data.

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 Dr. Breitenfeld, the Board of Trustees approved as presented the following:

- **Bid Awards**
 - **Printing for 2015 Fall county-wide brochures to Engle Printing & Publishing, Inc. for \$28,962.**
- **Other Contracts**
 - **Composting system to Saulsbury Hill Financial, LLC for \$35,116 over 4 years.**
 - **Gas chromatograph-mass spectrometer to Agilent Technologies, Inc. using COSTARS for \$42,136.**
 - **Digital storage lease to HP Financial Services, Inc. for \$76,681 over 5 years.**
 - **Duplicating lease restructure to Canon Financial Services, Inc. for \$76,860 over 5 years.**
 - **Online advertising for 2015-2016 to Hulu not to exceed \$30,000.**
 - **Online advertising for 2015-2016 to Quantcast not to exceed \$30,000.**
 - **Printer replacement purchase (36) to Aaron Solutions Company via COSTARS for \$22,464.**
 - **Apple computer lease (16) to Apple Computers Inc.–Apple Financial Services Inc. for \$25,268 over 3 years.**

- **Tractor/backhoe to Histan's Equipment Co., Inc. – Kubota Credit Corporation for \$47,227 over 5 years.**
- **Change Order**
 - **Change order for Rollins Advising Center to Uhrig Construction, Inc. for \$14,560.**
- **Other Actions**
 - **Award of honorary degree to Commencement speaker James Bishop.**
 - **Group insurance renewal premiums for employee benefit plans for 2015-2016.**
 - **Salary increase for administrative staff: 1% cost of living and 1.2% merit pool.**
 - **Increase in administrative and classified staff starting salary scale of 1.5% each effective July 1, 2015.**
 - **Salary increase of 2.2% for President Shanblatt.**

BOARD COMMENTS

Representative Frank Farry reported that he recently had the opportunity to meet with Neshaminy High Schools students who captured the state bowling championship. Mr. Farry noted that most members of the team planned to attend Bucks in the Fall.

ADJOURN

Upon the motion being duly made and seconded, the meeting was adjourned at 2:15 PM. The next regularly scheduled meeting of the Board of Trustees will be on June 11 at 1:30 PM on the Newtown Campus.

Dr. Frederick Breitenfeld Jr., Secretary