



## BUCKS COUNTY COMMUNITY COLLEGE

### BOARD OF TRUSTEES MEETING

Upper Bucks Campus

Date: May 11, 2017

Time: 11 A.M.

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#### PRESENT:

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

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

ABSENT: Frank Farry and Frederick Gudknecht,

Mr. Skiffington called the meeting to order at 11:07 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.

Upon motion by Ms. Fineburg, seconded by Mr. Eisenhart, the minutes of the April meeting were approved.

#### CHAIR'S REPORT

Mr. Skiffington welcomed everyone to Upper Bucks.

#### PRESIDENT'S REPORT

President Shanblatt shared information on several recent campus events including the *All Steinway Concert* celebrating our status as an All Steinway school, the *Start Me Up Challenge* at the Lower Bucks Campus featuring a shark tank like contest, the Student Research Conference highlight the semester-long research done by our students and the Athletic Banquet recognizing the achievements of our many student athletes.

Dr. Shanblatt noted that the entire campus is gearing up for commencement next Thursday where 300+ graduates will celebrate their accomplishments. Joining us that day will be members of the Class of 1967 who will celebrate their 50<sup>th</sup> reunion. Another highlight of the day is the Foundation Honors Convocation ceremony where more than 300 students will be awarded scholarships to assist them in reaching their educational goals.

Next the President described the efforts being undertaken by the staff in Enrollment Services to register students for the summer session. Rapid Registration events are held on Wednesdays until 7 p.m. in the Registration Office on the Newtown campus. This service allows both current Bucks students and visiting students to complete summer registration in one visit. Students are also invited to Last Call Registration on Friday, May 19 from 9 AM through 2 PM.

Dr. Shanblatt congratulated two faculty members on their achievements. Dr. Maria McGrath, Social & Behavioral Science, won the inaugural Historians of the 20th Century U.S. article prize for her work "Living Feminist" which was published in *The Sixties: Journal of History, Politics and Culture*. This evening, Arta Szathmary, STEM, is being honored at the annual YWCA Women Who Make a Difference celebration. Arta was nominated by the college for her work with young women to encourage STEM careers.

The President also reminded the audience of the upcoming 2<sup>nd</sup> Annual Bucks County Plein Air Arts Festival starting on June 5, with juried art on display at the popular Tyler Tasting Party on June 9. Public exhibits and sales, along with quick draws, are scheduled for June 10 & 11.

In concluding Dr. Shanblatt congratulated Lisa Angelo on her appointment as Provost.

#### PUBLIC COMMENT

There was no public comment.

#### COMMITTEE REPORTS

##### GOVERNANCE COMMITTEE

Ms. Fineburg presented the proposed slate of Board officers for 2017-2018 as recommended by the Governance Committee.

**Upon motion by Mr. Wursta and second by Ms. Shelly, the Board of Trustees approved the following slate of officers as recommended by the Governance Committee:**

|                            |                                  |
|----------------------------|----------------------------------|
| <b>Chairman</b>            | <b>Thomas Skiffington</b>        |
| <b>Vice-Chairman</b>       | <b>Dr. Frederick Breitenfeld</b> |
| <b>Secretary</b>           | <b>Elizabeth Fineburg</b>        |
| <b>Asst. Secretary</b>     | <b>William Maeglin</b>           |
| <b>Executive Committee</b> | <b>Garney Morris</b>             |

ACADEMIC, STUDENT & TECHNOLOGY COMMITTEE – Dr. Frederick Breitenfeld, Chair

Dr. Rodney Altemose shared a presentation highlighting the mission and goals of the Upper Bucks Campus. One of the campus goals is to provide programs that allow students to achieve their personal and academic goals. Currently four credit programs can be completed at the campus and students can also fulfill their general education requirements. An array of non-credit programming complements the credit offerings.

Student organizations are thriving and offer something to interest all students. These groups work with campus staff to bring the college to the community and capitalize on partnerships which benefit the Upper Bucks community at large.

Campus leadership is working with Academic Affairs and Institutional Research to determine what programs of study are most in demand in the region to ensure that student needs are being met. Work is also ongoing to improve on the Noel Levitz student satisfaction survey results specific to the campus.

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

Mr. Skiffington 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. Fazzalore, the Board of Trustees approved the following consent agenda items as presented:**

- **Bid Award for TV studio renovation to Twining Construction, Inc. for \$77,650.**
- **Other Contract Awards**
  - **Renewal of maintenance agreement for Lexmark Perceptive & CaptureNow Software with Lexmark Sole Source for \$24,655.**
  - **Renewal of maintenance contract for network equipment with PhillyCom, Inc. via COSTARS for \$157,461 for three years.**
  - **Renewal of maintenance contract for network firewall with CommSolutions, Inc. via COSTARS for \$176,957 for three years.**
- **Sole Source Contract Award for digital badging program to Credly, Inc. for initial cost of \$42,175 and ongoing annual cost of \$22,495.**
- **Change Orders**
  - **Founders Hall to general contractor Twining Construction, Inc.:**
    - **Roof structure connection to masonry for \$42,997.**
    - **Bathroom ceilings removal & replacement for abatement access for \$21,803.**
    - **Corridor ceiling changed from solid to accessible for \$28,325.**
  - **Founders Hall to mechanical contractor Tri-County Mechanical, Inc, \$19,110 for outside air dampers to 16 offices.**
  - **Founders Hall to electrical contractor Pinnacle Electric, Inc.:**

- Add second data drop to 71 Wi-Fi access points for \$27,210.
- Additional cost of college preferred fire alarm system for \$21,685.
- Founders Hall to architectural and engineering contractor Spillman Farmer, LLC, additional services for greenhouse, culinary reroofing, mechanical and electrical modifications for \$31,930.
- Parking lot expansion to Blooming Glen Contractors, Inc. removal of non-compacting soil near the softball field for \$31,081.
- Science Center to KCBA Architects, additional architectural services required for actual building size for \$92,900.
- Cell tower lease to Verizon with five year renewable term and monthly lease payments to the college of \$26,400.
- Group Insurance contract renewals in the amount of \$9,757,413 to the firms specified for medical, dental, long term disability and life insurance for 2017-2018.
- Fiscal Year 2017-2018 Capital Planning for two projects in order to seek matching funds from the Pennsylvania Department of Education: construction of a workforce and economic development center at a cost of \$14,100,000 and ADA classroom renovations at a cost of \$750,000.

#### BOARD COMMENTS

There were no board comments.

#### ADJOURN

Upon the motion being duly made and seconded, the meeting was adjourned at 11:45 AM. The next regularly scheduled meeting of the Board of Trustees will be on June 8, 2017 at 11 AM on the Newtown Campus.

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Elizabeth W. Fineburg, Secretary