



## BUCKS COUNTY COMMUNITY COLLEGE

### BOARD OF TRUSTEES MEETING

Upper Bucks Campus

Date: November 9, 2017

Time: 11 A.M.

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#### PRESENT:

Thomas Skiffington, Presiding  
David Breidinger  
James Dancy  
Blake Eisenhart  
Frank Fazzalore  
Elizabeth Graver

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

ABSENT: Frank Farry, Elizabeth W. Fineburg, Otto Grupp III, Carol Mignoni-Ferguson and Garney Morris.

Mr. Skiffington called the meeting to order at 11:15 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 Mr. Eisenhart, seconded by Ms. Graver, the minutes of the October meeting were approved.

#### CHAIR'S REPORT

There was no report from the chair.

#### PRESIDENT'S REPORT

The President welcomed a new trustee, Linda Mannherz of Wrightstown. Linda received her associate degree at Bucks which allowed her to self-finance a BS degree at Philadelphia Textile. Linda's corporate work experience includes positions in HR, end-user computing, organizational effectiveness and strategic planning. She has been the principal of her interior design firm for 25 years. Linda served on the Trustee Board and Strategic Planning Committee at the Peddie School, where she lead the Parents' Association for two years.

Dr. Shanblatt announced the selection of Katherine Falk of Newtown as the 2017 Bucks County Poet Laureate. Ms. Falk, who rose to the top of 93 entries in the 41<sup>st</sup> annual contest, will read from her works Sunday, November 12 on the Newtown campus.

President Shanblatt reported that five sculptures have been installed on the grounds of the Newtown Campus. The works of art are on loan to the college for a period of two years. Thanks to the members of the Art department who worked to bring these sculptures to the campus. Also on the arts scene, the Biennial Arts Faculty Showcase opened on October 30 and runs through December 11. The exhibit showcases the talent of 17 faculty members and features 32 works of art on display including a variety of media such as sculpture, painting, digital imaging, glass, fine woodworking, and music.

The President highlighted recent department activities including a free workshop for girls to learn computer coding, STEM Girlz/Girls Who Code, scheduled for 10 a.m. to 3 p.m. Saturday, November 11 at the Newtown campus. The Center for Workforce Development is hosting a free event on Friday, November 17<sup>th</sup> for our business partners. The focus will be on helping businesses prepare for, and react in the event of, an active shooter or natural disaster.

Dr. Shanblatt highlighted the activities of two faculty members. Culinary faculty member, Earl Arrowood, has a recurring recipe column in the Times Publishing weekly magazine. Additionally, Arts faculty member Maria Dumlao, has been awarded a \$2500 Art & Change Grant from the Leeway Foundation. With the grant funds Maria will create an art installation of collaging images of history, pop culture and mythic folklore.

#### PUBLIC COMMENT

There was no public comment.

#### COMMITTEE REPORTS

##### ACADEMIC, STUDENT & TECHNOLOGY COMMITTEE – Elizabeth Fineburg, Chair

Ms. Graver chaired the meeting in Ms. Fineburg's absence.

Jason Mayland, Vice President Technology and Innovation, presented a report on enrollment for Fall 2017. Four major drivers of enrollment in the county are all trending in a manner which contributes to the enrollment decline experienced over recent years. These drivers include total population, age distribution, annualized unemployment and public school enrollment.

The downward trend in both students and aggregate credits continued in Fall 2017, with the metrics decreasing by 5.54% and 3.45% respectively. The greatest decline demographically was in the 25-34 year age group which is likely reflective of the relatively strong economy. Day and part-time enrollments, partnered with e-learning, continued as strong enrollment trends.

Moving forward, efforts are being undertaken in several areas to bolster enrollment. These include recruitment of international students, enhancing dual enrollment and high school enrichment presence, increased emphasis on non-credit programs and continued focus on retention of currently enrolled students.

Dr. Rodney Altemose, Executive Director UCC, provided an update on the Upper County campus. The location offers a wide variety of programs in both credit and non-credit areas. Students are able to complete four programs at UBC, as well as all of their General Education course requirements. Non-credit programs available include nurse aide, GED prep, IT Academy and others. Campus representatives and student groups are active in the community, providing service and collaborating with community groups such as Upper Bucks Chamber of Commerce, Sisters U and the Perkasio Fire Department. The campus also sponsors an annual trip and service project in conjunction with Habitat for Humanity.

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 Ms. Shelly, the Board of Trustees approved the following consent agenda items as presented:**

- **Other Contract Awards**
  - **Fiduciary consultant services to Corner Stone for a three year term of \$48,000 per year and a three year total of \$144,000.**
  - **AV equipment for Founders Hall to AV1-SPL using COSTARs for \$192,050.**
  - **Culinary lab equipment for Founders Hall to Singer Equipment Company using COSTARs for \$256,609.**
  - **Server equipment lease to Hewlett Packard Financial Services using COSTARs for a four year term of \$120,814 per year and a four year total of \$483,257.**
- **Change Orders**
  - **Founders Hall**
    - **Floor repair, AV blocking, R/R ceilings to Twining GC for \$22,742**
    - **Reroof 12 dormers to Twining GC for \$50,554**
    - **Structural steel roof for culinary area to Twining GC for \$92,020**
    - **Ductwork for 13 culinary hoods to Tri-County MC for \$137,756**
    - **Fire line costs to Myco PC for \$72,179**
    - **Voice Command for Founders & Science Center fire alarm, at college request, to Pinnacle EC for \$28,125**
  - **Science Center close out costs to Boro Construction GC for \$190,899**
- **Policy Actions**
  - **Weapons on Campus – new policy**
  - **Confidential Complaint Reporting – revision to existing policy**

BOARD COMMENTS

There were no board comments.

ADJOURN

Upon the motion being duly made and seconded, the meeting was adjourned at 11:41 AM. The next regularly scheduled meeting of the Board of Trustees will be on December 14, 2017 at 11 AM on the Newtown Campus.

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William D. Maeglin, Secretary