BUCKS COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING

Newtown Campus
Tyler 142

Date: February 9, 2006
Time: 1:30 P.M.

PRESENT:

Frederick R. Gudknecht, Presiding
Dr. Frederick Breitenfeld
S. Willis Calkins
Frank Fazzalore
Carol Mignoni-Ferguson
Elizabeth Fineburg
Elizabeth A. Graver
Otto Grupp
Madelyn Kemper
John Long
Dr. Larry Newman
Bernard T. O’Neill
Dr. James J. Linksz
Jeffrey Garton, Esq.

ABSENT: Blake Eisenhart, Dr. Ruth Frank and Garney Morris

The meeting was called to order at 1:40 PM by Mr. Gudknecht, followed by the Pledge of Allegiance.

Mr. Gudknecht announced that earlier in the day the Board of Trustees met in executive session to discuss personnel, labor relations, and real estate matters.

Upon motion by Mr. O’Neill, seconded by Mr. Grupp, the minutes of the January meeting were approved.

STUDENT GOVERNMENT ASSOCIATION REPORT

Megan Downey reported that student government leaders will be attending leadership workshops at Harrisburg Area Community College and Villanova in the near future. Valentine Day rose sale is scheduled for February 13-14. The Centurion is proud to welcome the new editor-in-chief, Brandy Cloud.

Coffee and donut nights will be held for evening students in the Rollins Center on February 14, March 9 and April 5 from 6:30-8:30 PM.

“Ask Your SGA” events have been successful in offering students time to meet and converse with their student government representatives. The next opportunity will be on February 16 in the Rollins Center. February 16 is also the date of the Luncheon for Presidents and Advisors at which representatives of all student organizations can meet and network.
A fund raiser to benefit rebuilding efforts at Pearl River Community College, part of the county-wide Katrina relief effort, is scheduled for Mardi Gras Day, February 28. The Future Teachers Association has several events planned including a book drive to benefit the Hancock County Mississippi Childcare Center and a dental hygiene program at the ELC.

The Nursing Club is planning a fundraiser on May 13 at the Trenton Thunder game and will hold a Teddy Bear Clinic to reduce fear of hospitalization in young children. The Union Program Board has booked a Bucks night at the Phillies game on April 21 when the Phils host the Marlins.

Events scheduled for Black History Month include a performance by KJ James, a blues guitarist, on February 13, as well as an appearance by comedian Ty Barnett on February 21. The Black Student Union has sponsored numerous campus events during the month highlighted by a visit from John Jordan, Bucks County NAACP leader, and the screening of numerous films depicting African-American accomplishments and experiences.

PRESIDENT’S REPORT

Dr. Linksz presented his report.

- President Linksz reported that Governor Rendell’s proposed budget for next year contains a $12 million dollar increase earmarked for community colleges, two thirds of which is for operating expenses with the remaining one third designated for the capital pool. Community college leaders across the state are appreciative of the support of both the governor and legislators. While the budget is not yet finalized, state community college leaders are hopeful that community colleges will be favorably addressed in the final budget and look forward to future legislative cooperation which will enable community colleges to continue their contribution to growth and prosperity in the state.

- Dr. Linksz reported that a regional Manufacturing Summit recently held on campus was attended by numerous county business and industry leaders. The seminar was hosted by Congressman Fitzpatrick with the goal of increasing new business opportunities and networking within the manufacturing community.

- President Linksz recently attended the American Association of Community College Annual Legislative Forum in Washington, DC at which time he and other community college presidents met with local legislators. Key issues which were discussed in those meetings were stagnant funding for Pell Grants and decreasing allocations for Perkins Vocational Technical Education Act programs. Both of these programs are key resources for community colleges students in the state and adequate funding is critical.

- Lockheed Martin recently hosted a recognition dinner to honor those completing the joint apprenticeship program in which Lockheed, Bucks and the School District of Philadelphia are partners. The program’s goal is to open a new career path for youth and
prepare them for careers in the IT industry. Bucks has been a leader in providing the educational component of the partnership.

- President Linksz noted that the list of government contracts secured by the Public Safety Training Center continues to grow and includes the following: Boeing, the United States Military Academy, Camp Parks in California and Ramstein Air Force Base in Germany. The excellent training programs offered by our staff continue to attract new clients and offer the College opportunities for visibility on a national and international basis.

CHAIRMAN’S REPORT

There was no report.

FOUNDATION REPORT

Tobi Bruhn reported that, under the leadership of Carol Mignoni Ferguson and Peter Dominick, the Lower Bucks Capital Campaign Committee has secured gift pledges totaling $316,000. In upcoming months, members of the committee will call upon numerous business and community leaders to present the case for supporting the project. Foundation staff is also working to identify grant opportunities that might assist with the building project. The web presence for the Foundation has also been improved to permit easy access to information.

Scholarship opportunities are currently being communicated to students. Funding for 2006 totals $72,000, a 43% increase over scholarship funding available in the previous academic year. The next Foundation event scheduled is the business seminar on March 15 which will focus on improving interpersonal communications. Finally, the 2006 Golf Outing has been scheduled for September 18 at Commonwealth National Golf Club.

PUBLIC COMMENTS: None

BOARD COMMITTEES

STUDENT-COMMUNITY RELATIONS COMMITTEE—Madeline Kemper, Chair

Ms. Kemper related that the Student-Community Relations Committee had no report.
ACADEMIC AFFAIRS COMMITTEE—Dr. Larry Newman, Chair

Upon motion by Dr. Newman, seconded by Ms. Fineburg, the Board of Trustees approved the following revised Sabbatical Leave Requests for the 2006-2007 Academic Year:

**Half Year Leaves:**
- Professor Elizabeth Farber (Fall 2006)
- Professor Timothy Magnavita (Spring 2007)
- Professor Anita Manders (Fall 2006)
- Professor Thomas O’Keefe (Spring 2007)

**Full Year Leave:**
- Professor Kathi Knight (Fall 2006-Spring 2007)

Dean Conn introduced Rebecca Stevenson who presented an informational report on the TLTR Technology Days held January 5-6, 2006. The event is attended by both staff and faculty and is held on an annual basis. Rebecca introduced Liz Sette, Marian Colello and Arta Szathmary who were instrumental in planning and executing the program.

STRATEGIC MARKETING AND PLANNING COMMITTEE—Otto Grupp III, Chair

Mr. Grupp introduced Vice President Barbara Miller, who represented Dean Dawkins in her absence. Ms. Miller introduced Carole Reese who presented an overview of the most recent CCSSE report (Community College Survey of Student Engagement).

Ms. Reese noted the number of colleges participating in the survey increased to 257 this year from 152 last year. Bucks is categorized as a large suburban college and our results are compared to peers in that group. Ms. Reese reviewed the results in detail and noted that the benchmark area in which the College most needs to improve is “Active & Collaborative Learning”. To achieve this goal and maximize the use of the survey data to increase student engagement, Deans Conn and Dawkins are co-chairing the Task Force on Student Engagement. Already, some improvement has been noted in year to year results in specific categories based on action plans developed by staff to address areas of concern.

Next Ms. Reese presented the enrollment update and noted that it was not possible to provide year to year comparisons because we had not yet reached the three week enrollment date at which data is archived. To provide some indication of current enrollment status, Ms. Reese noted that it appears that total number of students is down by 2.9% and FTEs by 2.2%, with the most significant drop occurring in the part time evening student population. In an attempt to gain insight into these declines, staff is studying enrollment data to identify enrollment shifts and also conducted a telephone survey of non-returning students, the results of which will be presented to the Board of Trustees next month.
Dr. Linksz noted credit enrollment accounts for 75% of our enrollment, while our noncredit offerings comprise the remaining 25%.

FINANCE COMMITTEE—Betsy Fineburg, Chair

Ms. Fineburg presented the committee recommendations for Board approval.

Upon motion by Ms. Fineburg, seconded by Mr. Fazzalore, the Board of Trustees approved the following bid awards:

- Summer 2006 All County Non-Credit Course Brochures to Engle Printing Company in the amount of $37,088.
- Microsoft Campus Agreement 3 Year Renewal to Technology Resource Center in the amount of $37,841.84/yr for a 3 year total of $113,525.52.
- Testing Center Carpet Installation to Hood Floors, Inc. in the amount of 10,910.

Upon motion by Ms. Fineburg, seconded by Mr. Grupp, the Board of Trustees approved the contract for the cafeteria convection oven replacement to Economy Restaurant Supply Company which submitted the firm low price of $12,200 from the PA Department of General Services Statewide Contract.

Upon motion by Ms. Fineburg, seconded by Mr. Grupp, the Board of Trustees approved an increase in tuition of $3 per semester hour and an increase in the technology fee of $2 per semester hour effective Fall 2006.

Upon motion by Ms. Fineburg, seconded by Mr. Long, the Board of Trustees approved a change order to the contract with DWKCB Architects to proceed with the design of the Lower County Campus Phase II in the amount of $244,336.

Ms. Fineburg noted that several information items were included: art course supply increase, notification of application of contractual unit costs to additional work done on the Allied Health Building Construction Project, and a change order notification related to Testing Center interior glass and glazing.

Also included was a recommendation from the Finance Committee that the Board proceed with the initial design for a second phase construction project at the Upper County Campus. The Board will set up a selection committee and invite proposals from firms while it considers financing options. The current financial statements were provided as an information item.

Dennis Matthews described reporting changes in the financial statements which were recommended by the independent auditors.

HUMAN RESOURCES COMMITTEE—Elizabeth Graver, Chair

Ms. Graver noted that there was one information item this month, the College staffing graphic.
BOARD COMMENTS:

There were no comments.

There being no further business to come before the Board, and upon the motion being duly made and seconded, the meeting was adjourned at 2:45 PM. The next meeting of the Board of Trustees will be on March 9, 2006 at 1:30 PM at the Newtown Campus.

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Elizabeth A. Graver, Secretary