



## BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus  
Tyler 142

Date: May 11, 2006  
Time: 1:30 P.M.

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### PRESENT:

Frederick R. Gudknecht, Presiding  
Dr. Frederick Breitenfeld  
S. Willis Calkins  
Frank Fazzalore  
Carol Mignoni-Ferguson  
Elizabeth Fineburg  
Dr. Ruth Frank\*

Otto Grupp  
Madelyn Kemper  
John Long  
Garney Morris  
Bernie O'Neill  
Dr. James J. Links  
Jeffrey Garton, Esq.

ABSENT: Blake Eisenhart, Elizabeth A. Graver, Dr. Larry Newman

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. Calkins, seconded by Mr. Grupp. the minutes of the April meeting were approved.**

\*Dr. Frank was not present after the first motion of the Finance Committee.

### STUDENT GOVERNMENT ASSOCIATION REPORT

Megan Downey noted that this was her last report to the Board and expressed her thanks to all for their support and contributions to another successful year for student government at Bucks. Megan then introduced Stephanie Bunner, Student Government Association President 2006-07. Stephanie expressed her gratitude for the leadership opportunity with which she has been presented and her desire to work with the Trustees and College administration in her new role.

## PRESIDENT'S REPORT

Dr. Links presented his report.

- President Links thanked Megan for her efforts, and those of her leadership team, during the past year which was extremely productive for the Student Government Association.
- Dr. Links reported that Vice President Miller is in Harrisburg today receiving a collaborative award from PDE recognizing the work of the College in support of the Lockheed Martin Partnership Project promoting preparation of low income minority students for careers in the information technology industry. College staff members who have contributed to the success of the initiative are Ronnie November and Georgina Taylor.
- President Links commented on the recent success of our athletic teams. The baseball team clinched the EPCC Championship and Coach Craig Scioscia was named Coach of the Year. The tennis team also won the EPCC Championship and the golf team will be participating in the regional championship competition. Dee Jones, Equestrian Coach at the College for many years, was recently recognized, upon her retirement from coaching, by her peers for her contributions to the sport.
- Dr. Links informed the audience that Ed Wurster, Director, Certification & Curriculum at the PSTC, is on his way to Korea to address a conference and will return to Korea in August to conduct training at the Seoul Fire Academy. Dr. Links recorded a welcome video to be shown by Ed at the conference; the message was translated into Korean by Christine Hagedorn, Assistant Dean.
- The President noted the Echo Lake Conference, a gathering of wood turners and other artists, sponsored by the Department of the Arts, will be held the weekend of June 9-10.
- Recently noted in the news media, Professor Chris Bursk's newest book was favorably reviewed in the *New York Times*. Matt Cipriano, Director, Student Life, was profiled in a *Courier Times* feature and was also recognized by the Bucks County Tobacco Control Project for his efforts to promote a non-smoking environment on campus.
- Dr. Links noted that Professor Charles Beam has again been recognized by Phi Theta Kappa Honor Society by his selection to represent the society at the International Honors Institute.
- Dr. Links reported that the College has been featured positively in the press for the job fairs held recently on campus and also for the work done by volunteers to maintain the Tyler Gardens.
- Dr. Links reported that Carole Reese was recognized by the YWCA as the College honoree at the "Women Who Make A Difference" event on May 3.

- In conclusion, the President introduced his brother Dave Links, who was in the audience visiting from Michigan.

### CHAIRMAN'S REPORT

Mr. Gudknecht called upon the Chair of the Nominating Committee to report. Ms. Carol Mignoni-Ferguson presented the following slate recommended by the Nominating Committee: Chairperson – Elizabeth Fineburg, Vice Chair – Elizabeth Graver, Secretary – S. Willis Calkins, Assistant Secretary – Frank Fazzalore, and Executive Committee – Garney Morris.

### FOUNDATION REPORT

Executive Director Tobias Bruhn reported that the Lower Bucks Campus Ground Breaking Ceremony will be held at the site of the new campus on Thursday, May 25 at 11:30 AM. The event will provide an opportunity to acknowledge those individuals and businesses who have pledged their support to the Capital Campaign.

The annual reception was held to recognize and thank the 53 College staff who have contributed in excess of \$64,000 to the Foundation via payroll deduction.

The first of several “Meet with the President” luncheons also took place to provide staff an opportunity to dialogue with the President on current construction projects and other items of interest.

Honors Convocation is scheduled for May 18 when \$68,000 in scholarships will be presented; this amount represents an increase of 30% over the awards for last year. At this event, the Alumni Association will recognize the following faculty members for their contributions: Joann Corn, Jim Freeman and Denise May. Also honored will be Blaine Greenfield, the Lindback Distinguished Teaching Award recipient for 2006.

Mr. Bruhn reported on the recent work done in the Tyler Gardens. The Restoration Committee, led by John Long, funded new gravel paths and sod, and the work was completed by Gaspar Landscaping. Mr. Bruhn also recognized the leadership of Professor Emeritus Lyle Rosenberger and his team of volunteers who work so diligently to maintain and improve the gardens.

PUBLIC COMMENTS: None

## BOARD COMMITTEES

### STUDENT & COMMUNITY RELATIONS COMMITTEE – Madelyn Kemper, Chair

Ms. Kemper chaired the meeting and introduced Vice President Karen Dawkins. Ms. Dawkins recognized Kelly Bourne and Dan Magro, both of whom were honored as part of the All PA Academic Team in Harrisburg. Kelly is also the recipient of the President's Cup and Dan has been key to the success of the *Student Outlook* video magazine.

Vice President Dawkins also introduced Penny Sablack, the 2006 student Commencement speaker. In addition to the numerous honors cited in the agenda, Penny has received a \$1000 Arcadia University World Study Scholarship which will enable her to study abroad.

Vice President Dawkins presented the report on community service projects completed by student clubs and organizations during the academic year. As part of its charter, each student organization is required to complete at least one community service project per year. Dr. Links commended the student organizations and the staff of the Student Life Office for their efforts on behalf of those less fortunate members of the community at large and noted that these fund raising activities and projects contribute to the excellent reputation with which the College is regarded throughout the county.

### ACADEMIC AFFAIRS COMMITTEE—Dr. Larry Newman, Chair

In the absence of Dr. Newman, Dr. Breitenfeld chaired the meeting and introduced Provost Annette Conn. Provost Conn presented two informational reports. The first detailed the year long program of activities which was sponsored by the Faculty Center. The report also highlighted the significant professional contributions of our faculty who attend and present at conferences, as well as those who publish scholarly works. The second report listed the part-time faculty members who were honored this year for their special contributions to the learning community at the College.

### STRATEGIC PLANNING, MARKETING & ASSESSMENT – Otto Grupp III, Chair

Mr. Grupp reported that the committee had no report this month.

### FINANCE COMMITTEE—Elizabeth 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:**

- **Automatic door maintenance contract to Main Access Systems in the amount of \$9,030 year one, and \$11,825 for each of the years two through five.**

- **Boiler maintenance & service contract to The Energy Company in the amount of \$8,469 year one, \$8,569 year two, \$8,669 year three, \$8,769 year 4, and \$8,869 year five.**
- **Bookstore fixtures to Corman & Associates in the amount of \$112,820.**
- **Bookstore doors and hardware to Liberty Door Systems in the amount of \$49,750.**
- **Data storage equipment to Integra Business Center in the amount of \$90,379.**
- **Credit course brochures for fiscal year 2006-07 to A.F.L. Web Printing in the amount of \$36,901 Fall 2006, \$37,053 Spring 2007, and \$25,899 Summer 2007.**
- **Fall 2006 non-credit course brochure to A.F.L. Web Printing in the amount of \$37,147.**
- **Domestic water testing five year contract to Analytical Labs in the amount of \$27,822.**
- **Electrical switch replacements to Armour & Sons Electric in the amount of \$67,078.**
- **Electronic music keyboard workstations to Medley Music Corporation in the amount of \$11,550.**
- **Fourier-Transform infrared spectrometer to Perkin Elmer Corporation in the amount of \$12,337.**
- **General contractor site preparation for Penn Hall ADA elevator retrofit project to John G. Moser & Sons in the amount of \$81,955.**
- **Server equipment to Zones, Inc. in the amount of \$65,217.**

Mark Grisi, Director, Physical Plant, responded to a question regarding the automatic door maintenance contract. Mr. Grisi noted that the contract amount increases in the later years because of the addition of additional automatic door devices.

**Upon motion by Ms. Fineburg, seconded by Mr. Long, the Board of Trustees approved a contract to USA Environmental Management for engineering and design services for the heating fuel underground storage project in the amount of \$12,200.**

**Upon motion by Ms. Fineburg, seconded by Mr. Morris, the Board of Trustees approved a bid award of contract to Mobilease Modular Space, Inc. for a modular classroom building replacement in the amount of \$341,730.**

Ms. Fineburg noted that current financial statements were included as an information item.

HUMAN RESOURCES COMMITTEE—Elizabeth Graver, Chair

In Ms. Graver's absence, Mr. Long chaired the committee meeting. Mr. Long introduced Sue Clarke who discussed proposed changes in the retirement membership policy which will enable retirees from the PSERS system to work limited hours at the College as part time faculty without loss of PSERS retirement benefits. The policy revision waives the 1000 hour TIAA-CREF eligibility requirement for enrollment in that plan.

**Upon motion by Mr. Long, seconded by Mr. Morris, the Board of Trustees approved the revisions to the Retirement System Membership Policy 2.1.1 as detailed in the meeting agenda.**

Sue Clarke also reported on Employee Medical and Dental Benefit Plans. Ms. Clarke noted that no change will be made in medical carrier and that the overall annual rate increase of 2.79% is very favorable. However, a change will be made in dental plan offerings with a switch to United Concordia, a plan which offers lower rates, a larger network and comparable benefits. Sue also reported that the College Safety Committee has achieving PA state certification and as a result the College will receive a 5% discount on workers compensation insurance beginning July 1, 2006.

BOARD COMMENTS

Mr. Morris related that he had the opportunity to attend the Culinary Program Graduation Dinner and encouraged all of his fellow board members to attend next year. The evening was a delightful experience which highlights the achievements of the students enrolled in the chef apprenticeship program.

There being no further business to come before the Board, and upon the motion being duly made and seconded, the meeting was adjourned at 2:20 PM. The next meeting of the Board of Trustees will be on June 15, 2006 at 1:30 PM at the Newtown Campus.

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Elizabeth A. Graver, Secretary