



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

**Newtown Campus
Tyler 142**

Date: January 11, 2007
Time: 1:30 P.M.

PRESENT:

Elizabeth Fineburg, Presiding
Dr. Frederick Breitenfeld
Blake Eisenhart
Frank Fazzalore
Carol Mignoni-Ferguson
Dr. Ruth Frank
Frederick Gudknecht
Elizabeth Graver

Otto Grupp
Madelyn Kemper
John Long
Garney Morris
Dr. Larry Newman
Dr. James J. Links
Jeffrey Garton, Esq.

ABSENT:

S. W. Calkins
Bernie O'Neill

The meeting was called to order at 1:35 PM by Ms. Fineburg, followed by the Pledge of Allegiance.

Ms. Fineburg 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. Eisenhart, seconded by Mr. Grupp, the minutes of the December meeting were approved.

PRESIDENT'S REPORT

Dr. Links presented his report.

- Dr. Links reported that the following Business Studies Department faculty members have been recognized for contributions in their respective fields: Professor Earl Arrowood honored as Foodservice Executive of the Year, Professor Charles Beem recognized for his service on the Board of Commissioners for the Association of Collegiate Business Schools and Programs, Professor Bernard Bieg who published a new text on payroll accounting, and Professor Tom Goldman who is serving as an officer in the American Association for Paralegal Education.

- Dr. Links noted that the Public Safety Training Center received excellent press in a Courier Times article which featured Ed Wurster's trip to train firefighters in Seoul, Korea.
- Dr. Links also commented that Tyler Hall was listed in the December 30 edition of the Courier Times series as one of the "Jewels of Bucks County".
- Finally Dr. Links noted that the College will be partnering with 13 county school districts, 3 technical schools and the Intermediate Unit to develop a county wide network to promote interconnectivity and bring Internet 2 to the members of the consortium. Internet 2 is the noncommercial internet which serves the educational and research community. Bucks will serve as the lead site for the delivery of Internet 2 in this project for which the Intermediate Unit recently received a \$1,600,000 grant. This collaborative effort will offer the College many pedagogical opportunities to improve the learning experience for our students while sharing costs with other educational users throughout the county.

CHAIRMAN'S REPORT

There was no report.

FOUNDATION REPORT

Executive Director Tobias Bruhn announced that the Foundation is celebrating its 25th anniversary this year. The Foundation is entering a new partnership with Univest Foundation to enhance planned giving efforts.

Mr. Bruhn reported that the funds raised to date by the Lower Bucks Campus Capital Committee, led by Carol Mignoni Ferguson and Peter Dominick, are approaching \$700,000, with a recent \$15,000 pledge received from Verizon. Contributions to the 2007 Annual Fund Campaign total \$8,000 to date.

Mr. Bruhn noted that Comcast Cable will once again be a major sponsor for Tyler Tasting and in addition will provide a programming segment which will be used to promote the opening of the Lower Bucks Campus. The total value of the support pledged by Comcast is \$11,000.

Mr. Bruhn announced that the Alumni Association will be participating in a strategic planning process to explore opportunities to enhance relationships with Bucks graduates.

Finally, Mr. Bruhn provided an update on the Foundation's efforts to track and quantify in-kind donations. The total in-kind donations since July 2006 total \$35,000 which will be included in the 2006 annual report to recognize these important contributions.

PUBLIC COMMENTS: There were no public comments.

BOARD COMMITTEES

STUDENT & COMMUNITY RELATIONS COMMITTEE – Madelyn Kemper, Chair

Ms. Kemper chaired the meeting and introduced Vice President Karen Dawkins. Ms. Dawkins turned the floor over to Mandy Reilly, Director, Career Services, who reviewed a report on the recent activities of the Career Services Center. Three job fairs have been held, including the first successful job fair at the Lower Bucks Campus. Work is also ongoing to promote the Bucks online job board and to provide job search workshops open to students, alumni, and community members. Finally, Ms. Reilly distributed the first copy of the Career Services Newsletter.

ACADEMIC AFFAIRS COMMITTEE—Ms. Carol Mignoni Ferguson, Chair

Upon motion by Ms. Mignoni Ferguson, seconded by Mr. Long, the Board of Trustees approved the following sabbatical leave requests for the 2007-2008 Academic Year:

Half Year Leaves

Professor Hazel Fisher (Spring 2008)

Professor George Gleim (Fall 2007)

Professor Carol Smolen (Fall 2007)

Professor Arta Szathmary (Fall 2007)

Full Year Leaves

Professor Barbara Korb (2007-2008)

Professor Matthew Rusnak (2007-2008)

Ms. Mignoni Ferguson chaired the meeting and introduced Provost Conn who highlighted the sabbatical report submitted by Professor Marilyn Puchalski which was included in the agenda. Dean Conn noted that copies of all sabbatical reports are available in her office for review.

Dean Conn introduced Lisa Angelo as the new Assistant Academic Dean for Science, Technology, Engineering & Math Department, formed as a result of the merger of two smaller departments, Science and Math. Benefits expected to result from the merger include increased collaboration among faculties to foster curricular development to benefit our student population.

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

Mr. Grupp chaired the meeting and introduced Vice President Karen Dawkins who provided an update on the Clarus market research and survey project. The Clarus team will be on campus February 6 and 7 to meet with College staff and leadership and begin gathering information. The project is expected to be concluded in early summer and there should be an opportunity to incorporate some of the findings in the promotional efforts for Fall 2007 registration. At Mr. Grupp's request, Vice President Dawkins will schedule an opportunity for Trustees to meet with the Clarus representatives.

FINANCE COMMITTEE—Elizabeth Graver, Chair

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

- **Bookstore demolition project to Plymouth Environmental Company in the amount of \$25,400.**
- **Campus entrance design to Watkins Architects in the amount of \$25,600.**
- **Replacement 5 year lease for a copier for the Public Safety Training Center to Canon Business Solutions in the amount of \$842.78 per month or \$10,113.36 per year.**
- **Replacement 5 year leases for 5 copiers for various departments in the amount of \$530.75 per month or \$6,369 each per year.**
- **Hicks Arts Center restroom renovation project to Total Construction Solution, Inc. in the amount of \$33,000.**

Upon motion by Ms. Graver, seconded by Mr. Morris, the Board of Trustees approved the following sole source awards:

- **Fire training system to Bullex Digital Technology, Inc. in the amount of \$12,001.36.**
- **Fixed asset import utility to Datatel, Inc. in the amount of \$10,500.**

Ms. Graver noted that current financial statements were included as an information item and turned the floor over to Vice President Dennis Matthews. Mr. Matthews reported that the College is on budget to date and that both commonwealth and county appropriations have been received. Mr. Matthews also noted that the independent auditor's report enrollment certification has been completed with no exceptions found.

HUMAN RESOURCES COMMITTEE—Garney Morris, Chair

Mr. Morris reported that there were no recommendations, however Susan Clarke reported on wellness programs offered to employees which include annual flu shots and mammograms on site. The United Way Campaign was successful with an average gift of \$262 and five staff members contributing at the leadership level of \$1,000. Information was also provided on College staffing levels.

BOARD COMMENTS

John Long noted that he fully supported the extension of Dr. Linkszy's employment contract although he was not at the December meeting to participate in the vote.

Board of Trustees

January 11, 2007

Page 5

There being no further business to come before the Board, and upon the motion being duly made and seconded, the meeting was adjourned at 2:10 PM. The next meeting of the Board of Trustees will be on February 8, 2007 at 1:30 PM on the Newtown Campus.

S. W. Calkins, Secretary