



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

**Lower Bucks Campus
Room 110**

Date: April 12, 2007
Time: 1:30 P.M.

PRESENT:

Elizabeth Fineburg, Presiding
Dr. Frederick Breitenfeld
S. W. Calkins
Blake Eisenhart
Frank Fazzalore
Frederick Gudknecht
Elizabeth Graver
Otto Grupp

Madeline Kemper
John Long
Carol Mignoni Ferguson
Garney Morris
Dr. Larry Newman
Dr. James J. Linksz
Jeffrey Garton, Esq.

ABSENT:

Dr. Ruth Frank
Bernie O'Neill

The meeting was called to order at 1:45 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. Grupp, seconded by Ms. Graver, the minutes of the March meeting were approved.

STUDENT GOVERNMENT REPORT

Megan Downey announced that a newly formed club, Colleges Against Cancer, has been formed and will hold a 24 hour "Relay for Life" on May 3 and 4. The FTA is sponsoring a raffle to benefit a young Newtown resident with a rare genetic disease. FTA also plans an outing to the Adventure Aquarium for the children of the Levittown Homeless Shelter, as well as a picnic for the students of the Early Learning Center. The Drama Club will present their first "Chuckle Fest" on the Newtown Campus on April 12, 13 and 14.

The Union Program Board is winding up the semester with their annual “Spring Fling” themed *Las Vegas*. UPB is also sponsoring a Coffee & Donut night on April 19. The Upper Bucks Campus has planned a student talent showcase and art show for April 24. The Student Government Association will meet with the Lower Bucks Campus Programming Council to discuss ideas for student celebration of the new campus opening. On April 27 an outdoor movie will be shown to raise money for Katrina Relief. Students will also be participating in the March of Dimes Walk which will begin at the College this year. Wrapping up the year is the annual Clubs and Organizations Awards Luncheon scheduled for May 3. Finally, Megan announced that Juli Donlen has been elected student government president for the 2007-08 academic year.

PRESIDENT'S REPORT

Dr. Linksz presented his report.

- Dr. Linksz congratulated Provost Annette Conn on her appointment to the board of “A Woman’s Place”. Assistant Academic Dean Lisa Angelo also serves on this board.
- The President reported that the College has received a PA Department of Labor grant to fund a comprehensive training initiative for the new *Sim Man* computerized mannequin.
- Dr. Linksz noted that Sae Fong Wong, a Bucks student, was included in the listing of winners of the Wall Street Journal Achievement Award printed recently in the WSJ. Ms. Wong had the highest GPA among business majors last year and has transferred to Temple University to pursue a career as a professional actuary.
- Scheduled for June 1 on the Newtown Campus is the annual Faculty of the Future Conference. The presentations this year will focus on learning spaces.
- President Linksz reminded the audience that the annual *Arts at Bucks* weeklong celebration is scheduled for May 1-6.
- Dr. Linksz reported on recent nationwide coverage of Congressman Patrick Murphy, a graduate of Bucks, who mentioned his BCCC college experience when interviewed.

CHAIRMAN'S REPORT

Ms. Fineburg reported that earlier in the day the Trustees toured the new campus building and were extremely pleased with the progress and the opportunity which the new building will provide to the students of Lower Bucks.

Ms. Fineburg appointed the following trustees to the Nominating Committee: Mr. Gudknecht, Chair, Mr. Eisenhart and Ms. Kemper.

Upon motion by Ms. Fineburg, seconded by Mr. Grupp, the Board of Trustees approved the award of the Honorary Degree, Doctor of Public Service, to Diane Gibbons and the presentation of this degree at the Commencement ceremonies on May 17, 2007.

FOUNDATION REPORT

Executive Director Tobias Bruhn recognized the generous contribution of the PNC Foundation to fund art and science curriculum development at the College Early Learning Center.

The recent business seminar was successful and netted \$3,000 which will be used to support Foundation funding of campus projects. Over 150 people attended the event and for 70 of them it was their first visit to the campus.

Mr. Bruhn reported that several members of the Tyler family visited campus recently and were recognized by the Restoration Committee for their generous donation back to the College of an oil painting which previously hung in Tyler Hall. The painting has been restored and hung in Tyler 142 in its original location above the mantle.

Mr. Bruhn reported that a record number of scholarship applications were received this year as a result of the work by many individuals to increase student awareness of scholarship availability. Honors Convocation is scheduled for May 17 at which time \$110,000 in funds will be awarded.

The annual Tyler Tasting Party is fast approaching in early June. Party guests will be treated to several new attractions at the gala this year.

Finally, Mr. Bruhn reported that the annual campaign to solicit Foundation contributions via payroll deduction was successful, with a number of employees pledging for the first time. The Payroll Deduction Reception honoring donors will be held on April 25.

PUBLIC COMMENTS: There were no public comments.

BOARD COMMITTEES

STUDENT & COMMUNITY RELATIONS COMMITTEE – Madeline Kemper, Chair

Ms. Kemper chaired the meeting and introduced Karen Dawkins who presented the K-12 School Relationship Report. This report highlighted the many ways in which the College works to connect with students, parents and educational leaders in the county. The programs offered are many and diverse including Smart Start, Dual Enrollment, Early/Special Admissions, and the FLEX Foreign Language Program.

Ms. Dawkins also presented information on a new program sponsored jointly by the College, Palisades School District and Grandview Hospital. The focus of the opportunity will be to interest students in and prepare them for careers in healthcare.

Next several students from the Lower Bucks Campus addressed the Trustees and shared their personal and educational experiences. All spoke highly of the staff, faculty and learning atmosphere at the Lower Bucks Campus and look forward to the upcoming move to the new facility. The students who spoke were Catrina Catario, Angela Hall, Stephany Priest and Stephanie Walker.

ACADEMIC AFFAIRS COMMITTEE—Ms. Carol Mignoni Ferguson, Chair

Ms. Mignoni Ferguson chaired the meeting and introduced Dr. Conn who asked Dean Catherine McElroy and Executive Director James Sell to present the Lower Bucks Campus Report. The report detailed the academic offerings, enrollment trends, student services, learning support activities and other pertinent aspects of the operation of the Lower Bucks Campus.

Also provided was a report on the status of the partnership between BCCC and the Bucks County Intermediate Unit to bring Internet 2 service to College as well as the school districts and technical schools in the county. This program will enable the College to move into the area of simulation, synchronous instruction and virtual field trips anywhere in the world. While vastly increasing research alternatives, the availability of Internet 2 will also increase the ease with which BCCC can offer dual enrollment courses to area high school students.

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

The Committee had no report this month.

FINANCE COMMITTEE—Elizabeth Graver, Chair

Mr. Calkins was not present for voting during the Finance Committee meeting.

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

- **Acquisition of computer equipment to Gateway Companies as follows:**

131 All in One Desktop Systems	\$170,169
92 Office Tower Systems	101,108
58 Notebook Systems	78,822
1 Large Screen Notebook Systems	1,550
43 Tablet Systems	81,657
25 Lab Systems	47,750

- **For the ADA Penn Hall elevator retrofit and Library elevator installation: Electrical contractor to ETK Electrical Contractors in the amount of \$34,250 with the following rates applicable: journeyman \$105/hour, foreman \$105/hour and 15% markup on materials.**
- **For the ADA Penn Hall elevator retrofit and Library elevator installation: Elevator contractor to Thyssen Krupp Elevator Corporation in the amount of \$202,500 with the following rates applicable: journeyman \$92.074/hour, foreman**

\$100.718 /hour and 20% markup on materials.

- ADA compliant water fountains to Economy Plumbing and Heating Supply in the amount of \$10,187.64.
- Audiovisual equipment to Centre Business Products in the amount of \$109,518.
- Cottages basement interior and exterior steps replacement to John G. Moser & Son in the amount of \$12,778.
- Fiscal Year 2007-2008 credit course brochures to A.F.L. Web Printing as follows:
Fall 2007 in the amount of \$35,027, Spring 2008 in the amount of \$36,179 and Summer 2008 in the amount of \$25,697.
- Classroom, computer and office furniture for the new Lower Bucks Campus as follows:
Category 1 to Brodart Company in the amount of \$19,247.86
Category 2 to Reed Associates in the amount of \$9,200
Category 3 to Trans American Office Furniture in the amount of \$5,996.07
Category 4 to Tri-R, Inc. in the amount of \$120,661.20
Category 5 to Educational Furniture Solutions in the amount of \$233,680
Category 6 to Corporate Interiors in the amount of \$133,399.95
Category 7 to Corporate Facilities in the amount of \$6,201.38
for a total cost of \$528,386.46.
- Network equipment replacement to Heavywater, LTD in the amount of \$14,160.
- Orangery grading project to J. Selander & Sons in the amount of \$16,000.
- Portable changeable message signs to M.H. Corbin, Inc. in the amount of \$25,520.

Upon motion by Ms. Graver, seconded by Mr. Long, the Board of Trustees approved the following change orders to contracts for the Lower Bucks Campus building project:

- Change Order #6 to Dayspring Electric in the amount of \$10,298
- Change Order #7 to Walter Brucker, Inc. in the amount of \$16,000
- Change Order #8 to Dayspring Electric in the amount of \$16,550
- Change Order #9 to Dayspring Electric in the amount of \$10,000.

Upon motion by Ms. Graver, seconded by Mr. Long, the Board of Trustees approved an addendum to the contract for public relations and marketing consulting services with the Clarus Corporation to cover the revised cost of the high school scan in the amount of \$10,000.

Upon motion by Ms. Graver, seconded by Mr. Grupp, the Board of Trustees awarded the contract for computer lease financing to Insight Investments, Inc., which submitted the firm, low monthly payment of \$12,611.36, \$151,336.37 for twelve months and \$454,009.11 for thirty six months.

Upon motion by Ms. Graver, seconded by Mr. Morris, the Board of Trustees approved the purchase of fire school system conversion program services from the sole source provider, Datatel, Inc., in the amount of \$36,392.

Upon motion by Ms. Graver, seconded by Mr. Gudknecht, the Board of Trustees ratified the approval of the Executive Committee for the purchase of HealthCenter21: Health Care

Foundations annual subscription, maintenance program and training from Allegheny Educational Systems, the sole source marketer of this product, for the total amount of \$10,770.

Upon motion by Ms. Graver, seconded by Mr. Long, the Board of Trustees awarded the contract for Defense Base Act Workers' Compensation coverage for the period April 15, 2007 through April 15, 2008 to Global Underwriters, Inc., of Cincinnati, Ohio, in the amount of \$10,000.

Ms. Graver turned the floor over to Vice President Dennis Matthews. Mr. Matthews noted that information was provided to the Trustees on change order notifications that are small in nature and do not require board approval. Also included were year to date financial statements which indicate that the College remains on course for a balanced budget at year end. The budget for fiscal year 2007-08 is in the final phase of preparation for board review.

HUMAN RESOURCES COMMITTEE—Garney Morris, Chair

Mr. Morris noted that the committee had no recommendations this month. The staffing report was included as information.

BOARD COMMENTS: There were no Board 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 2:55 PM. The next meeting of the Board of Trustees will be on May 10, 2007 at 1:30 PM on the Newtown Campus.

S. W. Calkins, Secretary