



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus
Tyler 142

Date: March 13, 2008
Time: 1:30 P.M.

PRESENT:

Elizabeth Fineburg, Presiding
Dr. Frederick Breitenfeld, Jr.
S. W. Calkins
J. Peter Dominick
Frank Fazzalore
Elizabeth Graver
Frederick Gudknecht

John Long
Garney Morris
Thomas Skiffington
Dr. James J. Links
Jeffrey Garton, Esq.

ABSENT:

Blake Eisenhart
Carol Mignoni Ferguson
Otto Grupp III
Madeline Kemper
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 Dr. Breitenfeld, seconded by Mr. Long, the minutes of the February meeting were approved.

STUDENT GOVERNMENT REPORT

Jay Adams reported on upcoming events sponsored by student art groups including glass-blowing and print-making demonstrations. The 4Cs club is cosponsoring an orienteering event to be held in Tyler Park in May. SGA elections are scheduled for April 7 through 14 and plans are underway for the May 8 Student Awards Luncheon. SGA is also cosponsoring a crossword puzzle competition on March 29. UPB has scheduled Spring Fling for April 24. Events held on the Lower Bucks Campus included a book discussion by Professor James Freeman, a transfer fair, and voter registration. Students are also planning a St. Patrick's Day

celebration Upper Bucks Campus students are participating in a Habitat for Humanity house building project in Valdosta, Georgia, during Spring Break. The Perkasio campus is also hosting the program "I Am Woman" and is planning a mock presidential election.

PRESIDENT'S REPORT

Dr. Links presented his report.

- President Links thanked Jay Adams for his report which highlighted the many and varied activities in which our students are involved.
- Dr. Links announced that John Mathews, Assistant Dean for the Arts, recently received an award for his sculpture at a juried art competition in Bethlehem. He also recognized the environmental work being done under the leadership of Jim Sell at the Lower Bucks Campus to clean up the pond in the Del Haas Woods.
- Several events are scheduled during the week of April 21 to recognize the opening of Phase II of the Lower Bucks Campus. Activities planned include campus tours for donors, a healthcare job fair, and mini training sessions for local businesses. The week will culminate with the meeting of the Lower Bucks Chamber of Commerce business card exchange on April 24 which will provide an opportunity to showcase the new facility and the many programs which the College offers in support of the business community.
- Dr. Links recently travelled to the League for Innovation Conference in Denver where he attended an excellent, well attended presentation given by Margaret Montet, Librarian, on the collaborative efforts between faculty and library staff at Bucks to infuse information literacy into course curricula.
- President Links reported that College Financial Aid staff is working to determine the potential impact on our students, following the recent upheaval in the student loan market.
- With sadness, Dr. Links reported the recent death of Georgene Benner, the first employee of the College. Ms. Benner served as the Assistant to the President for many years and played an important role in launching the College on its path of success.

CHAIR'S REPORT

There was no report from the Chair.

FOUNDATION REPORT

Tobias Bruhn reported that in light of the student loan funding changes the Foundation will be promoting even more aggressively the \$150,000 in scholarship funds available through the Foundation. Mr. Bruhn also noted the new sconces in the meeting room which are the result of the work of the Foundation Restoration Committee which is chaired by Trustee John Long.

Other new projects are the gutter and downspout replacements on Tyler Hall, as well as the ballustrade work scheduled to be completed in the near future.

The 5th Annual Meet the Author Business seminar was a success and brought many new people to campus. Comcast, Lawrence Lexus and Commerce Bank have signed on as sponsors for Tyler Tasting Party 20th Anniversary which will feature the addition of dancing this year.

An Alumni Association event scheduled for early April will bring a number of successful alumni back to campus to share their career experiences with students. The Foundation Allocations Committee has funded \$26,000 in new equipment purchases to support learning. The next golf outing is scheduled for August 25 at the Philmont Country Club.

PUBLIC COMMENT

There was no public comment.

BOARD COMMITTEES

STUDENT & COMMUNITY RELATIONS COMMITTEE – Dr. Rick Breitenfeld Jr., Chair

There was no committee report.

ACADEMIC AFFAIRS COMMITTEE - Carol Mignoni Ferguson, Chair

Dr. Breitenfeld chaired the meeting in Ms. Mignoni-Ferguson's absence.

Provost Annette Conn summarized the audit findings and explained the rationale underlying the approval time periods contained in the recommendation.

Upon motion by Dr. Breitenfeld, seconded by Mr. Fazzalore, the Board of Trustees approved curricula as follows:

**For five years: Occupational Studies/Occupational Program #2068
 Phlebotomy Certificate Program #3166**

For three years: Historic Preservation/Certificate Program #3127

**For two years: Fine Woodworking/Occupational Program #2092
 Nanofabrication Technology/Occupational Program #2167
 Nanofabrication Technology/Certificate Program #3168**

For deactivation: E-Business Certificate Program #3165

Presented as an information item was a report prepared by Rebecca Stevenson as a follow up to last month's discussion of initiatives driven by the CCSSE results.

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

There was no committee report.

FINANCE COMMITTEE - Elizabeth Graver, Chair

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

- **Pemberton Hall emergency generator to Yates Electrical Service for \$67,000.**
- **Tyler Hall kitchen equipment to Todd Devin Food Equipment for \$15,642.**

Mr. Fazzalore questioned the basis on which the reporting software award was decided in favor of Entrinsik, as their bid did not appear to be as inclusive as that of the other vendors. Deb Noble, Assistant Vice President, Chief Technology Officer, clarified that the vendors were responding to a request for a solution for which the complexity might vary. Jeffrey Garton, College Counsel, verified that this was not a bid award, as there was no standard item requested. As a result, there was wide latitude in what the vendors might offer and this allowed more flexibility to the College in awarding the contract. Mr. Garton recommended that the motion be reworded to indicate approval of the contract in response to the RFP.

Upon motion by Ms. Graver, seconded by Mr. Long, the Board of Trustees approved the contract, responding to the RFP, for Enterprise Reporting Solution Phase I to Entrinsik, Inc. for initial software purchase of \$17,500, annual maintenance of \$3,500, training costs of \$2,800, and consulting at \$175 per hour.

Upon motion by Ms. Graver, seconded by Mr. Long, the Board of Trustees approved the contract for Defense Base Act Workers' Compensation coverage for the period April 15, 2008 through April 15, 2009 to Global Underwriters, Inc. of Cincinnati, Ohio, for \$10,000.

Upon motion by Ms. Graver, seconded by Mr. Gudknecht, the Board of Trustees approved the contract for the Mechanical Maintenance Cross-Industry Training Grant Hardware & Software Project to Allegheny Educational Systems, Inc., the sole source supplier of the Amatrol System, for \$47,920.

Vice President Dennis Matthews reported on two information items, including a change order for the Advising Services renovation and changes in lab fees for studio art courses necessitated by rising supply costs.

Mr. Matthews also noted that the College enrollments are in line with projections resulting in a balanced budget year to date; he also reported on investment income trends.

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HUMAN RESOURCES COMMITTEE—John Long, Chair

The College staffing report was provided as an information item.

Vice President Karen Dawkins introduced new staff member Amy Armstrong, Director, Career Services, who has relocated to Bucks County from California.

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 2:15 PM. The next meeting of the Board of Trustees will be on April 10, 2008 at 1:30 PM on the Lower Bucks Campus.

S. Willis Calkins, Secretary