



## BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus  
Tyler 142

Date: March 11, 2010  
Time: 1:30 P.M.

---

### PRESENT:

Elizabeth Graver, Presiding  
Dr. Frederick Breitenfeld, Jr.  
S. W. Calkins  
James M. Dancy  
J. Peter Dominick  
Blake Eisenhart  
Frank Fazzalore  
Elizabeth Fineburg

Otto Grupp III  
Frederick Gudknecht  
Garney Morris  
Bernie O'Neill  
Thomas Skiffington  
Jeffrey Garton, Esq.  
Dr. James Links

ABSENT: Madeline Kemper, Carol Mignoni Ferguson

The meeting was called to order at 1:30 PM by Ms. Graver.

Ms. Graver 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. Breitenfeld, seconded by Mr. Eisenhart, the minutes of the January meeting were approved.**

### STUDENT GOVERNMENT REPORT

Kyle VanHart reported that UBC is preparing for the April 8 Ribbon Cutting which will be marked with a daylong celebration. Students from UBC will be leaving this weekend for the annual Habitat for Humanity trip which this year will benefit residents of Lexington, Virginia. Other April events planned for UBC include Earth Week activities and presentations to increase awareness of the dangers of drug and alcohol abuse.

Sales of bracelets to benefit relief for Haiti are in progress with all proceeds going to the American Red Cross. The SGA is sponsoring a jazz concert to benefit Habit for Humanity on April 27. All three campuses will participate in Bucks Olympics which will feature both trivia and sports-like competitions. SGA will sponsor the annual Spring Fling in Newtown on April 29.

LBC has scheduled their 6<sup>th</sup> annual pond cleanup for March 28 as well as a veterans' awareness event in April which Congressman Patrick Murphy will attend.

### PRESIDENT'S REPORT

Dr. Links presented his report:

- This morning the Trustees visited the Keystone Bridge Business Center site in Bristol to tour the new Green Jobs Academy and chemistry labs. The tour also included a visit to the site of the new Lower Bucks Fire Training Center.
- As part of its efforts in sustainability the College has been participating in a recycling competition and performing well. Dr. Links also acknowledged the efforts of both the Sustainability Committee and Mark Grisi and his staff in making the campus a greener place to work and learn.
- Lockheed Martin recently recognized the most recent cohort of students completing its IT outreach program for minority students. Bucks participation in this successful and long running program is coordinated by Georgina Taylor of Workforce Development.
- The College has once again received an \$18,200 grant as part of the effort to address the nursing shortage.
- Dr. Links acknowledged the efforts of the classified staff group in organizing a successful food drive, which benefitted the YWCA Food Pantry, at the Holiday Reception.
- Phi Theta Kappa recently held its induction ceremony for new students. PTK is the student academic honorary society which also contributes to the campus through social service projects.
- Our global presence in emergency training was recently recognized when a College team completed training for the Department of the Navy on Diego Garcia, an island located in the middle of the Indian Ocean and at a base in Corpus Christi, Texas.
- Through the efforts of Marcia Shady, Charlie Groth and other members of the Continuing Education & Community Service Committee, college staff members have been participating in fundraising for WHY? both on radio and television.
- The student newspaper, the Centurion, has once again garnered an impressive number of awards at the statewide competition which includes many four year schools.
- The following faculty and staff are to be acknowledged for their recent achievements.
  - Marie Cooper & Barbara Ford – presented at local professional meetings
  - Mark Sfirri – lectured at the Philadelphia Museum of Art

Jeff Baumeister – led a performance group at NOVA candlelight tribute  
Rodney Altemose – joined the Pennridge Chamber of Commerce board  
Tobi Bruhn – received an award from the Lower Bucks Chamber of Commerce

#### CHAIR'S REPORT

Ms. Graver acknowledged the award recently given to the President by Lockheed Martin to recognize his support for the joint Bucks-Lockheed program which offers information technology apprenticeships to under-represented high school youth.

#### FOUNDATION REPORT

Tobi Bruhn reported that the VIP Breakfast hosted by the Foundation was very successful with more than 80 persons in attendance. Foundation staff has been busy conducting workshops for students wishing to apply for scholarships. A new Historic Preservation scholarship has been funded by the Northampton Township Historical Society. Plans are underway for both the April 8 Ribbon Cutting and the "Open for Business" event at the Upper Bucks Campus. Finally, Mr. Bruhn acknowledged the continued sponsorship support of Begley, Carlin & Mandio and Independence Blue Cross for the Golf Outing scheduled for August 23.

#### PUBLIC COMMENT

There was no public comment.

#### BOARD COMMITTEES

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

There was no committee report.

ACADEMIC AFFAIRS COMMITTEE - Carol Mignoni Ferguson, Chair

Provost Annette Conn provided resumes for the following newly hired full time faculty and introduced those who were present.

Heather Costello, Business Studies

Tammy Bradley, Health, Physical Education & Nursing

John P. Reder, Language & Literature

David Venditto, Language & Literature

Richard Hodges, Librarian

June Lane, Math, Science & Technology

Sarah Jakub, Social & Behavioral Science  
Tanya Letourneau, Social & Behavioral Science  
Erin Niclaus, Social & Behavioral Science  
Jason Totten, Social & Behavioral Science

Next, Dean Maureen McCreadie presented information highlighting the recent award of the *2010 Excellence in Academic Libraries Award* to the Bucks Library. The award is presented annually to the outstanding community college library nationally and included a \$5,000 cash prize. The Bucks Library aims to be an integral part of the student learning experience and fosters student engagement through multiple partnerships within the campus community, by providing learning spaces conducive to learning, embracing new technologies and maintaining library collections to meet student needs. Dean McCreadie introduced numerous members of the Learning Resources team who were in attendance and acknowledged their contribution to the recognition received by the Library.

STRATEGIC PLANNING, MARKETING & ASSESSMENT – Thomas Skiffington, Chair

Vice President Karen Dawkins introduced Sharon Stevens who has recently joined our staff as Director, Career Services. Ms. Stevens has extensive experience in student services and was most recently employed at DeVry University.

Donna Wilkoski, Director, Financial Aid, presented a report which reviewed the dramatic growth in financial aid applications and monetary awards over the past few years. This increase has been driven primarily by the poor economic conditions which have impacted our students and increased their need for aid in order to continue their education. Ms. Wilkoski also discussed the possible implications for students with the pending transition to direct lending. Dr. Links acknowledged the outstanding work that the Financial Aid staff team has done to accommodate the significant increases in financial aid services required to meet student needs.

Next, Barbara Yetman, Executive Director, Planning Research and Assessment previewed highlights from the 2008 President's Survey of Graduates which had a response rate of 24.7% which is fairly typical for the instrument. Overall the results were strongly positive with 99% of the respondents indicating that they accomplished their planned educational objectives at Bucks.

Finally, Ms. Yetman resented a summary of the College's recent results from the Noel Levitz Student Satisfaction Survey which measures student opinion regarding the overall quality of their educational experience. Included was a list of strengths and challenges which will guide the next steps for the College. Particular focus will be placed on concerns related to academic advisement in order to improve student response and experience with that service.

FINANCE COMMITTEE – J. Peter Dominick, Chair

**Upon motion by Mr. Dominick, seconded by Mr. Breitenfeld, the Board of Trustees ratified the approval by the Board of Trustees' Executive Committee of the following awards.**

### **Bid Awards**

- General contractor for Penn Hall to Building Craft Associates, Inc. for \$241,000.
- Electrical contractor for Penn Hall to Dayspring Electric, Inc. for \$103,700.
- HVAC/Plumbing contractor for Penn Hall to B&S Sheet Metal, Inc. for \$443,500.
- Mechanical Balancing contractor for Penn Hall to Butler Balancing, Inc. for \$17,500.
- General contractor for Rollins Center Cafeteria to Walter Brucker & Co. for \$552,470.
- Electrical contractor for Rollins Center Cafeteria to Dayspring Electric, Inc. for \$66,470.
- Rollins Center Cafeteria furniture to Advanced Office Environments, Inc. for \$128,726.
- Summer 2010 Non-credit course brochure to A.F.L. Printing Co., Inc. for \$20,714.

### **Change Orders for UBC Building Project**

- To general contractor E.R. Stuebner, Inc.:
  - CO #3 to furnish and install steel frames for movable classroom partitions for \$21,853.
  - CO #4 to rework steel curtain wall for \$18,827.
  - CO #5 add guard rails, not specified in the original plans, to the elevator tower to meet township requirements for \$16,447.
  - CO #6 convert room 158/159 from temporary library space to large classroom for \$45,210.
- To Integrity Mechanical, Inc. CO #7 to add gas, vacuum and air to all student stations in renovated laboratory for \$11,341.
- To Construction Manager, Joseph Jingoli & Sons, Inc. CO #1 for \$100,000.

Upon motion by Mr. Dominick, seconded by Mr. Gudknecht, the Board of Trustees awarded the contract for RFP 2009-1103-Faciliteis Master Plan for Architectural & Engineering Services to Spiezle Architectural Group, Inc. of Media, PA which submitted the firm, low price of \$149,100.

Upon motion by Mr. Dominick, seconded by Mr. Morris, the Board of Trustees approved the following bid awards for the ADA bathroom renovations:

- Boiler Room renovations to Craftsource, Inc. for #21,632.
- Pemberton Hall renovations to Twining Construction, Inc. for \$107,985.
- Library renovations to Building Craft Associates, Inc. for \$180,270.
- Penn Hall renovations to Building Craft Associates, Inc. for \$210,695.
- Tyler Hall renovations to Building Craft Associates, Inc. for \$123,925.

**Upon motion by Mr. Dominick, seconded by Ms. Fineburg, the Board of Trustees approved the following other contracts:**

- **Copier replacement lease to Frazer Advanced Information Systems for \$73,230 for 60 month contract.**
- **Telecommunications consulting to Diamond Technology Services for \$12,150.**

**Upon motion by Mr. Dominick, seconded by Mr. Grupp, the Board of Trustees approved the following tuition and fee increases effective for the Fall 2010 semester:**

- **Tuition \$6.00 per credit**
- **Technology fee \$1.00 per credit**
- **Late registration fee \$25.00**

Mr. Dominick commented that the Board takes extremely seriously the decision regarding changes in tuition and studies the proposed College budget very carefully. This year is a particularly difficult one as the fixed expenses for the College such as wages, utilities and health insurance costs are increasing while funding increases on the state and county level have been minimal. Ms. Graver reinforced Mr. Dominick's comments and noted that the Board remains committed to smaller increases which are easier for students and their families to accommodate in their budgets. The outlook for the coming year does not offer the prospect of significant improvement but the Board is hopeful that interest rates will improve and provide some relief.

Mr. Dominick noted that one informational change order was reviewed.

#### HUMAN RESOURCES COMMITTEE—Elizabeth Fineburg

An information item was presented regarding College staffing levels.

Tracey Donaldson, Executive Director, Human Resources, introduced the newly elected members of the Classified Executive Committee:

Marge Friedrich, Chairperson  
Maureen Seibert, Vice Chairperson  
Chris Field, Corresponding Secretary  
Carol Oughton, Recording Secretary  
Dave George, Parliamentarian

#### 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 2:40 PM. The next meeting of the Board of Trustees will be on April 8, 2010 at 1:30 PM on the Upper Bucks Campus.

---

Frederick R. Gudknecht, Secretary