



## BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus  
Tyler 142

Date: February 10, 2011  
Time: 1:30 P.M.

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### PRESENT:

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

Otto Grupp III  
Madeline Kemper  
Garney Morris  
Bernard O'Neill  
Thomas Skiffington  
Jeffrey Garton, Esq.  
Dr. James Linksz

ABSENT: Elizabeth Fineburg, Frederick Gudknecht, Carol Mignoni-Ferguson

The meeting was called to order at 1:38 PM by Mr. Dominick.

Mr. Dominick 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 Ms. Graver, the minutes of the January meeting were approved. Mr. O'Neill abstained.**

### STUDENT GOVERNMENT REPORT

Joe Sawa, SGA President, reported, that despite the snow, the students were able to get off to a good start in the new semester. The Lower Bucks Programming Board sponsored a Welcome Day which featured games, dancing and opportunity to socialize. Many clubs and organizations also met to plan events for the upcoming months.

Two new clubs have been approved by the SGA. The Cultural Diversity Club promotes cultural awareness among our students and encourages students to share information about their cultural background with others. The Eating Issues Club targets problems that students face related to their eating habits.

Upcoming events to look forward to are: a Valentine Breakfast, Blizzard at Bucks which will feature a game show format and is hosted by SIFE, and a musical performance featuring a Caribbean trio in celebration of Black History month.

#### PRESIDENT'S REPORT

Dr. Linkszy thanked Matt Cipriano, Susan Darrah and Lisa Angelo for their efforts in coordinating a campus experience for several Chinese students who are visiting this country through a sponsorship with the Pearl S. Buck Foundation. The students visited the Newtown Campus on February 9 and the Perkasi Campus on February 10.

Faculty members in the news include Mark Sfirri who will be offering gallery talks on the Newtown Campus on March 9 in connection with his current exhibit in the Bucks gallery. Deb Geoghan was featured in a recent news article which highlighted our computer forensics program.

Finally, President Linkszy noted that the design for the Upper Bucks Campus was featured in a recent edition of *School & University*. The publication included a two page photographic feature on the campus design which received the Louis J. Kahn citation.

#### CHAIR'S REPORT

Mr. Dominick had no report.

#### FOUNDATION REPORT

Tobi Bruhn, Executive Director, BCCC Foundation, introduced Trustee Frank Fazzalore who is an officer of the Piazza Nuovo Lodge of the Sons of Italy. Mr. Fazzalore reported that his organization has raised a total of almost \$14,000 through concerts and cookbook sales to fund alternating year scholarships in culinary arts and Italian language.

Mr. Bruhn reported that he will be appearing on a Comcast Newsmakers segment in the near future to promote our programs offered in support of veterans some of which are made possible by the new veterans endowment which was established through the generosity of Kevin and Sima Zlock.

A new endowed scholarship has been established in the memory of Karen Beem, the wife of Business faculty member Charles Beem. The scholarship will be awarded for the first time this year.

Finally, Mr. Bruhn noted that the College has received new support from National Penn Bank for our youth programs through the employer tax incentive program.

#### PUBLIC COMMENT

There was no public comment.

#### BOARD COMMITTEES

##### STUDENT & COMMUNITY RELATIONS COMMITTEE – Carol Mignoni-Ferguson, Chair

Mr. Calkins chaired the meeting in Ms. Mignoni-Ferguson's absence.

Barbara Yetman, Vice President Student Affairs, described the activities of the Behavioral Intervention Team (BIT) which was formed in 2007. The committee, which meets weekly, has expanded its membership to include an Assistant Academic Dean and a representative of the Provost's Office. In the coming months the group will be focusing on educating the campus community on topics relating to managing disruptive behavior and identifying students in distress.

Next Sharon Stevens, Director of Career Services, provided an overview of the programs of the Career Services department. With the assistance of Steve Bacher and Matt Moore, Career Services will soon offer a new updated and more user friendly web landing page. Additionally, in response to feedback from a student survey, Career Services has expanded its efforts in offering classroom presentations featuring topics such as networking as a job search tool, negotiating salaries and using social media to land a job. Ms. Stevens noted that Career Services also works with area employers by providing a free job advertising tool on the Bucks online job board.

##### ACADEMIC AFFAIRS COMMITTEE – Dr. Frederick Breitenfeld, Chair

Provost Annette Conn provided information regarding the sabbatical activities proposed by three faculty members. A sabbatical report on mind-mapping, prepared by Library faculty Margaret Montet, was also featured in the report to the trustees. Additional sabbatical reports for the previous academic year are available for review by the trustees upon request.

**Upon motion by Dr. Breitenfeld, seconded by Mr. Fazzalore, the Board of Trustees approved the following half-year Sabbatical Leave requests for the 2011-2012 academic year: Professor Jean Konkel (Spring 2012), Professor Mary Lannetti Bobbie (Spring 2012) and Professor Robert Ritchie (Fall 2011).**

STRATEGIC PLANNING, MARKETING & ASSESSMENT – Blake Eisenhart, Chair

Vice President Barbara Yetman reviewed the most current enrollment information for Spring 2011 and noted that final data and analysis will be available at the March trustee meeting. Data indicate a decrease in both full-time and new student enrollments which may be attributed to various factors including: decline in high school population, decline in Dual Enrollment seats taken, and change in healthcare insurance eligibility enrollment requirements

FINANCE COMMITTEE – James M. Dancy, Chair

**Upon motion by Mr. Dancy, seconded by Dr. Breitenfeld, the Board of Trustees approved the following bid awards:**

- **Founders Hall lecture room seating replacement to Pemco, Inc for \$272,969.**
- **ITS department HVAC and ventilation duct renovations to Air Control Technologies for \$24,563.**

**Upon motion by Mr. Dancy, seconded by Mr. Morris, the Board of Trustees approved the following other contracts:**

- **Duplicating department equipment lease replacement to E. Thomas Brett Business Machines, Inc. for a total of \$45,210 over the term of a sixty-three month lease.**
- **LBC projection equipment to Star Audio Visual & Repair, Inc. for \$12,072.**
- **Design and engineering services for swimming pool and deck repair to Watkins Architects, LTD for \$14,600.**

Financial statements through January 31, 2011 were provided as an information item.

HUMAN RESOURCES COMMITTEE—Elizabeth Fineburg

Ms. Kemper chaired the meeting In Ms. Fineburg's absence

The College staffing report was provided as an information item.

BOARD COMMENTS

There were no comments from the Board.

Dr. Links noted the College is in the process of installing a new phone system. One benefit of this enhancement will be the ability to support a comprehensive Contact Center to improve student phone access to information. Barbara Yetman introduced John Borkowski, the newly hired Director for the Contact Center. Mr. Borkowski, a Bucks alumnus, has been working closely with the telephone vendor during the pre-installation information gathering process.

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 March 10 at 1:30 PM on the Newtown Campus.

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James Dancy, Secretary