PRESENT:

Frederick R. Gudknecht, Presiding
Dr. Frederick Breitenfeld, Jr.
S. Willis Calkins
Frank Fazzalore
Carol Mignoni Ferguson
Elizabeth Fineburg
Dr. Ruth E. Frank

Elizabeth A. Graver
Otto Grupp III
Madelyn Kemper
John E. Long
Garney Morris
Dr. James J. Linksz
Jeffrey Garton, Esq.

ABSENT: James F. Cawley, Esq., Blake H. Eisenhart, Dr. Larry Newman

The meeting was called to order at 1:40 p.m. by Mr. Gudknecht and followed by the Pledge of Allegiance.

Mr. Gudknecht 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 Ms. Fineburg, seconded by Mr. Long, the minutes of the April meeting were approved.

STUDENT GOVERNMENT ASSOCIATION REPORT

Brooke Leibowitz, outgoing President of the Student Government Association, introduced the newly elected officers for 2005-06. Megan Downey will serve as Student Body President. Megan in turn introduced Kelly Borne as Vice President of Executive Orders and noted that Brooke has been elected Vice President for Activities. Megan related that the new officers have begun planning for next year and anticipate a busy and productive time in office.
PRESIDENT’S REPORT

Dr. Linksz presented his report.

- Dr. Linksz commended the student clubs and organizations for another successful year of providing service to others and enriching the lives of their fellow students.
- Bucks students, working with faculty member Chris Bursk to raise awareness regarding the plight of the homeless in Bucks County, were the subject of an article in the national publication *Community College Times*.
- President Linksz commented on the many exciting and rewarding end of year events on campus. Last week the Student Awards Luncheon was held to honor both student club achievers and advisors. At this event, Osiris Toledo was recognized as the President’s Cup awardee. Earlier this week, the first class of radiography students held their graduation and the Chef Apprentice program recognized its graduates with their traditional dinner. On the schedule for next week are Nurses’ Pinning Ceremony, Honors Convocation, Stole & Tassel and Commencement.
- Earlier this month twenty-five members of the College staff who are retiring were honored at a reception in the Library Auditorium. A number of these were faculty members who will be awarded emeritus status at Commencement.
- Dr. Linksz reported recognition and accomplishments of Trustees and staff. Trustee Carole Mignon Ferguson was featured in a local newspaper article highlighting outstanding women in the Bristol community. College staff member Rebecca Stevenson was honored at the YWCA Women Who Make a Difference celebration. Finally, Dr. Lou Woodruff, Director of Testing and Retention, had an article published in *Testing Times*.
- Dr. Linksz commented on the outstanding performance of the Phi Theta Kappa team at the national competition in Texas. Bucks student, Jason Indan, received the Distinguished Chapter Member Award. Charles Beem, PTK Faculty Advisor, received the Continued Excellence in Advising Award.
- Dr. Linksz reported on a recent Merck corporate training event held at the Public Safety Training Center in Doylestown. The week long program attracted participants from all over the world and is an indication of the excellent reputation of our fire training program in the international community.
- Finally, Dr. Linksz displayed a cross-marketing brochure developed by the College to showcase opportunities in healthcare, both credit and noncredit.

CHAIRMAN’S REPORT

There was no report.
NOMINATING COMMITTEE REPORT

Ms. Graver, Chairperson of the Nominating Committee, presented the following slate of officers: Frederick Gudknecht, Chairman, Elizabeth Fineburg, Vice Chairperson, Elizabeth A. Graver, Secretary, S. W. Calkins, Assistant Secretary, and Frank Fazzalore, Executive Committee.

FOUNDATION REPORT

Mr. Dominick presented his report.

- The next major fund raising event is Tyler Tasting on Friday, June 10. The theme for this year is “Experience the Magic of Tyler Mansion” and attendance of 450 is expected. Both silent and live auction activities will be featured.
- A pre-construction preview of the new Lower Bucks campus and luncheon is planned for Thursday, June 16 at 11:30 A.M. on the new campus site. 125 community, business and civic leaders have been invited. Trustee Carole Mignoni Ferguson is providing leadership for the capital campaign.
- The Upper County Campus Advisory Board met to share information regarding activities and accomplishments of the Perkasie campus and also to provide insight into future site plans. Foundation Board Member Gene Fickes is leading this effort with College Trustee Elizabeth Graver.
- Foundation staff is finalizing event planning for Honors Convocation. Bucks students will receive approximately $70,000 in scholarships; this represents an increase of 10% over the monetary awards for last year.

PUBLIC COMMENTS: None

BOARD COMMITTEES

STUDENT-COMMUNITY RELATIONS COMMITTEE—Madeline Kemper, Chair

Ms. Kemper called on Dean Dawkins who introduced the presentation on Academic Advising. Christine Hagedorn, Assistant Dean for Student Planning, and Joann Dunlop, Faculty Advising Coordinator, have spent the last year working together to ensure a smooth transition during this pivotal year. This year marked the transition of oversight for advising from Academic Affairs to Student Affairs and was also remarkable for significant growth in student use of web based tools to facilitate their registration and academic planning. Ms. Hagedorn noted that Ms. Dunlop has done an outstanding job of ensuring advisor training and availability.

The new team held a retreat for all advising staff, to examine the past, present and future of advising services at Bucks. As a result of planning and monthly meetings, much has been
accomplished. Noted benefits include an increase in communication and information sharing, a focus on assessing the effectiveness of advising, and creation of a comprehensive information clearing house for career planning and program opportunities at the College. Goals have been established for the coming year and expectations are high for continued success.

**ACADEMIC AFFAIRS COMMITTEE**—Larry Newman, Chair

In the absence of Dr. Newman, Dr. Breitenfeld noted that the agenda included a recommendation to approve three programs of study for five years following the completion of curricular audits. Dr. Breitenfeld called on Dean Conn who noted that although the programs are small, their enrollments are trending upward and ample employment opportunities are available to graduates. Additionally, the programs require no additional full time faculty to staff them and equipment and technology expenses are low.

Upon motion by Dr. Breitenfeld, seconded by Mr. Fazzalore, the Board of Trustees approved the following three curricula for five years:

- Environmental Science Occupational Program #2159
- Fire Investigation Certificate #3144
- Fire Science Certificate #3143

**STRATEGIC MARKETING AND PLANNING COMMITTEE**—Otto Grupp III, Chair

Mr. Grupp called on Dean Dawkins who reported that the College is currently in the final phase of the current Strategic Plan 2003-2006. The Strategic Initiatives provided today will be implemented beginning July 1, 2005, and represent those programs and activities key to achieving the stated strategic goals of the College in the current plan. These initiatives have been reviewed and recommended by both Planning Advisory Group and Deans Council. Planning for the Strategic Plan 2007-2010 is in process and the Board will receive a progress report at a future meeting.

**FINANCE COMMITTEE**—Betsy Fineburg, Chair

Ms. Fineburg noted that the committee had several recommendations for Board approval.

Mr. Grupp requested clarification on the recommendation for Concrete Deck Repairs and Resurfacing. Mark Grisi reported that the base contract amount reflects the scope of work that was evident from the site visit. However, it is likely that an additional 200 square feet of work will be identified after the top layer of concrete is removed; the unit price per square foot will be applied to this work. Mr. Grisi noted and corrected an error in the recommendation: Datum
Restoration unit price per twenty five square feet is $47 and Pioneer Contracting submitted a unit price per square foot of $18.84.

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

- ADA Parking Lot and Walkways in the amount of $118,700 to K. E. Seifert.
- Fall 2005 and Spring 2006 Credit Course Brochures in the amount of $31,300 for each semester, to Tapco, Inc.
- Summer 2006 Credit Brochure in the amount of $21,623 to Indiana Publishing and Printing Company, Inc.
- Fall 2005 Non-Credit Course Brochure in the amount of $34,155 to Indiana Publishing and Printing Company, Inc.
- Concrete Deck Repairs and Resurfacing in the amount of $55,965 to Datum Restoration.
- Sanitary Pipeline Project in the amount of $116,950 to Severn Trent Pipeline Services.
- Library Electrical Repairs and Upgrades in the amount of $26,134 to A. C. Scott Electric Company.
- Swimming Pool Compressor Replacement and Service Contract in the amount of $21,608.50 to York International.

Upon motion by Ms. Fineburg, seconded by Mr. Long, the Board of Trustees approved the following other contract awards:

- Internet Service and Transport Provider in the amount of $2,500 one time charge, and $3,250 per month for a sixty month contract to Yipes Enterprise Services.
- Replacement lease for 2 Security and Safety Department vehicles in the amount of $1,278.06 per month for a forty eight month term and a $1.00 buyout.

Upon motion by Ms. Fineburg, seconded by Dr. Frank, the Board of Trustees approved the following sole source contract awards:

- Fire Trainer MST Live Fire Training System Maintenance and Support Service in the amount of $19,000 per year to Kidde Fire Trainers.
- Apple Computer Replacement Lease in the amount of $1,661.26 per month for a thirty-six month term to Apple Education Finance.
Ms. Fineburg called upon Deborah Noble for comments on the financial statements. Ms. Noble noted that the cash balance for April reflects tuition receipts for summer and fall semesters. Ms. Noble is also planning to take advantage of a Wachovia online system to facilitate monitoring of repurchasing agreement rates.

HUMAN RESOURCES COMMITTEE—Elizabeth Graver, Chair

Ms. Graver noted that there was one information item, the staffing report for the month of April.

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 2:20 p.m. The next meeting of the Board of Trustees will be on June 16 at 1:30 p.m. at the Lower Bucks Campus.

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Elizabeth A. Graver, Secretary