The meeting was called to order at 2:05 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 Mr. Grupp, seconded by Mr. Long, the minutes of the May meeting were approved.

PRESIDENT’S REPORT

Dr. Linksz presented his report.

- Dr. Linksz reported that the Center for Workforce Development has been very successful in obtaining grants with a total of $945,160 awarded and an additional grant pending for In School Youth in excess of $100,000. Programs funded include Adult Education, TANF, KEYS, and Skill Centers in Bristol and Perkasie.
- Dee Short, Director, Early Learning Center, has been successful in obtaining a Keystone Merit Award for $13,500. These funds will be used to construct a bike path and small multi-use structure for reading and theatre activities. Dee also received $1,750 from the same funding source to pay membership fees for eight staff members in the National Association for the Education of Young Children and to purchase a storage shed for educational materials. Eligibility for this grant
was made possible by the recent accreditation received by the Early Learning Center.

- Campus biotechnology efforts will also be aided through the efforts of Department Chair Kathy Webb and faculty member Kevin Lampe who obtained a total of $11,750 to support College programs in the biotech area.
- President Linksz shared an article on autism, featuring faculty member Karen Kaplinski. The feature appeared in a local newspaper and was authored by College staffer Debra Forman. Dr. Linksz noted that the College has a long-standing partnership with the County Intermediate Unit to provide services to autistic children in an education program housed on the College campus.
- Dr. Linksz provided a legislative update and commented that he is optimistic that agreement is close on three major issues impacting community colleges. Those issues are consistency in funding for college operations, creation of a special line item for capital for community colleges, and reduction in, or simplification of, state audit regulations.

CHAIRMAN’S REPORT

Upon motion by Mr. Gudknecht, seconded by Mr. Long, the Board of Trustees approved the following motion:

Authorize the Executive Committee to act on behalf of the Board of Trustees regarding contractual matters, excepting those outlined in the Bylaws (Article IV-I) but including pending labor union agreements, during the summer months of 2005. Further, that such actions shall result in mail notification to all Trustees in advance of any such Executive Committee action.

Upon motion by Mr. Gudknecht, seconded by Mr. Grupp, the Board of Trustees approved the following motion:

The Board of Trustees approve a 3.65% salary increase for Dr. James Linksz consistent with the percentage increase for faculty and administrative staff at the College, for the fiscal year July 1, 2005 through June 30, 2006.

Mr. Gudknecht introduced State Representative Bernard T. O’Neill, a new appointee to the College Board of Trustees. The full Board joined in welcoming Mr. O’Neill, who related that he began his educational career at the College and that his time at Bucks prepared him well for his future educational experiences. Mr. O’Neill further noted that he often remarks that the best teacher he encountered during his education was his composition teacher at Bucks. Representative O’Neill related that he serves on the House Education Committee and that he will work to obtain adequate funding for community colleges and to pass legislation that enables them to operate efficiently.
FOUNDATION REPORT

President Linksz noted that Mr. Dominick was unavailable as he was still in attendance at the Capital Campaign Kickoff event being held at the site of the new Bristol campus. Dr. Linksz reported that the Tyler Tasting party held, Friday, June 10, was an overwhelming success and raised more than $59,000, the highest return to date on the event.

PUBLIC COMMENTS: None

BOARD COMMITTEES

STUDENT-COMMUNITY RELATIONS COMMITTEE—Madeline Kemper, Chair

Ms. Kemper reported that there was no Student-Community Relations Committee report this month.

ACADEMIC AFFAIRS COMMITTEE—Dr. Larry Newman, Chair

Dr. Newman introduced Dean Schweizer who summarized the curriculum changes that occurred during the academic year. Dr. Newman noted that, in the future, it would be advantageous to include a comprehensive market assessment of the employment opportunities for new programs as part of the feasibility study which is completed during the needs analysis.

Dean Conn then discussed the Hybrid and Modular Course Report. Dr. Newman noted, in response to a question from Dr. Frank, that there is a growing trend to combine online and face to face instruction in the same course as the College is doing. These courses are well received by students and offer the best of both modes of instruction.

Dean Conn also summarized the Professional Development Report, highlighting the orientation program offered for new full time faculty. This program has been extremely successful and is an integral part of transferring information about the culture of the College to new faculty. Dean Conn and Rebecca Stevenson will be presenting on the orientation program at the upcoming League for Innovation meeting in the fall.

Dr. Linksz noted that the College is truly rebuilding its faculty as many original faculty are retiring and that this program, initiated by Dean Conn, has made a valuable contribution to the adjustment of future faculty. Dr. Newman also noted that he has long been impressed by the breadth and depth of professional development opportunities offered by the College to faculty.
Upon motion by Dr. Newman, seconded by Ms. Fineburg, the Board of Trustees approved the addition of the following programs of study:

- Medical Coding/Billing Certificate #3174
- Accounting & Taxation Certificate #3176
- Multimedia Transfer Degree Program #1175

STRATEGIC MARKETING AND PLANNING COMMITTEE—Otto Grupp III, Chair

Mr. Grupp called on Dean Dawkins who reported on the Draft Strategic Plan for 2006-2010. This plan represents the work of the Planning Advisory Group. This diverse group of College faculty and staff met regularly throughout the year to discuss campus and environmental trends and this report is their work product. The draft report will be shared with the campus community in the fall.

FINANCE COMMITTEE—Betsy Fineburg, Chair

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

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

- ADA Modifications, Phase I, Project III in the amount of $84,794 to Liberty Door Systems.
- ADA Modifications, Phase I, Project IV in the amount of $292,800, to K. E. Seifert.
- Art Barn Roofing and Insulation Project in the amount of $27,300 to Hughes Urethane Construction.

Unit cost pricing for Custodial Supplies as follows:

- Floor & Carpet Care Products: item 1 for $61.70, item 2 for $55.07, item 4 for $103.00, and item 5 for $38.88 to Galer/Hillyard. Item 3 for $11.95 to Sanitary Supply.
- Paper Products: item 1 for $30.50, item 2 for $18.10, and item 3 for $23.45 to Sanitary Supply. Item 4 for $26.90 to Trenton Janitorial.
- General Cleaning Supplies: item 1 for $18.84, item 5 for $15.00, and item 6 for $20.40 to Trenton Janitorial. Item 2 for $27.50, items 3 and 4 for $23.65, item 7 for $21.85, and item 8 for $1.05 to Sanitary Supply.
Data Video Projection Equipment in the amount of $44,128 to Centre Business Products.

Duplicating Paper in the amount of $2.03 per ream to Paper Mart.

Laptop Computers for KEYS Grant in the amount of $40,572 to Gateway Computers.

Network Printer Lease Replacement in the amount of $8,760 per year and Annual Support Agreement in the amount of $4,680 per year to Choice Imaging.

Procurement of an eight passenger van in the amount of $1,500 and a sport utility vehicle in the amount of $10,435.20 per year to Faulkner-Ciocca.

Upon motion by Ms. Fineburg, seconded by Dr. Frank, the Board of Trustees approved the following other contracts:

Copier lease for the President’s Office in the amount of $2,467.44 per year to Sharp Electronics.

Copier leases for the Library in the amount of $2,081.76 per year and for the Bookstore in the amount of $605.16 per year to Xerox Corporation.

Fire & Security Alarm Maintenance & Repair Contract in the amount of $21,000 to Standard Systems Service Corporation.

Upon motion by Ms. Fineburg, seconded by Mr. Grupp, the Board of Trustees approved the following sole source contract:

Upgrade to the Document Imaging/Archival System in the amount of $15,652 to Mackin Imaging.

Upon motion by Ms. Fineburg, seconded by Mr. Calkins, the Board of Trustees approved the following motions:

Authorize changes in the Board By-Laws in the Article on Committees to identify the responsibilities of the Audit Committee and make it a regularly appointed Committee of the Board, adopting the wording contained in the recommendation.

Create a separate article of the By-Laws entitled Fiduciary Duties to contain the wording in the recommendation regarding the expectations of the President and Chief Financial Officer and the Code of Ethics.

Upon motion by Ms. Fineburg, seconded by Mr. Grupp, the Board of Trustees approved the adoption of the fiscal year 2005-2006 balanced budget of $61,836,257 for the College and the balanced budget for the Emergency Services Training Center of $1,060,087.
Upon motion by Ms. Fineburg, seconded by Mr. Calkins, the Board of Trustees approved the award for insurance coverage for fiscal year 2005-2006 in the amount of $468,622 to Paist & Noe.

HUMAN RESOURCES COMMITTEE—Elizabeth Graver, Chair

Ms. Graver noted that there were two action items and one information item this month.

Upon motion by Ms. Graver, seconded by Ms. Mignoni-Ferguson, the Board of Trustees approved the Salary Scale for per diem employees effective July 1, 2005, which will be included as Attachment A in the Employment Information for Per Diem Staff.

Upon motion by Ms. Graver, seconded by Mr. Calkins, the Board of Trustees approved the revised Retirement System Policy.

BOARD COMMENTS:

Ms. Graver, as Chairperson of the Nominating Committee, moved that the following slate of officers be appointed for fiscal year 2005-2006: Chairman, Frederick Gudknecht, Vice Chairperson, Elizabeth Fineburg, Secretary, Elizabeth Graver, Assistant Secretary, S. W. Calkins, and Executive Committee, Frank Fazzalore. Ms. Mignoni-Ferguson seconded the motion and it was approved by the Board of Trustees.

Mr. Gudknecht moved that Ms. Mignoni-Ferguson be appointed the Board of Trustee representative to the Foundation Board. The motion was seconded by Ms. Graver and approved by the Board of Trustees.

Mr. Grupp noted that the next major fund raising event for the Foundation is the Golf Outing which is scheduled for the fall. Mr. Grupp encouraged all to support this popular event.

Ms. Graver reported that a National Guard Unit from Sellersville is being deployed to Iraq shortly and that the Upper Bucks Chamber of Commerce is engaged in a fund raising effort to provide each soldier with a prepaid phone card. Any surplus funds will be used in support of the families of those serving in the battle zone.

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 p.m. The next meeting of the Board of Trustees will be on September 8 at 1:30 p.m. at the Newton Campus.

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Elizabeth A. Graver, Secretary