PRESENT:

Frederick R. Gudknecht, Presiding  Madelyn Kemper
Dr. Frederick Breitenfeld  John E. Long
Frank Fazzalore  Garney Morris
Carol Mignoni-Ferguson  Bernard T. O’Neill
Elizabeth Fineburg  Dr. James J. Linksz
Elizabeth A. Graver  Jeffrey Garton, Esq.
Otto Grupp

ABSENT:  S. Willis Calkins, Blake Eisenhart, Ruth Frank & Dr. Larry Newman

The meeting was called to order at 1:50 PM by Mr. Gudknecht, 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. Long, seconded by Ms. Fineburg, the minutes of the November meeting were approved.

STUDENT GOVERNMENT ASSOCIATION REPORT

Megan Downey reported that several student organizations partnered to adopt a needy family through the United Way Adopt-a-Family Program. Each club held a fundraiser and the project was a huge success. Other holiday activities include the Future Teachers party at the Red Cross shelter which is scheduled for December 19 and the group effort by a number of student clubs to fill 100 stockings, from the B101 Stockings for Kids fundraiser, with items for children in need.

Two successful concerts were recently held on campus. Harvest Jam, which was sponsored by the Intervarsity Christian Fellowship, featured several bands and raised money for Hurricane Katrina relief efforts. The Union Program Board also held its first event in a Friday Night Concert Series. Seven local bands were featured and proceeds went to support the stocking stuffing project.
In the near future SGA will be meeting with clubs and organizations to outline plans for Spring fundraisers which will be dedicated to providing relief to Pearl River Community College, located in the Bay St. Louis-Waveland area, which was devastated by Hurricane Katrina.

Another new club has been formed and is already very popular. Named the Hub, the group is for students who have an interest in computer gaming.

**PRESIDENT’S REPORT**

Dr. Linksz presented his report.

- President Linksz complimented the members of student organizations on their involvement in community service activities during the holiday season. Many families and organizations will benefit from the generosity and hard work of our students.

- Dr. Linksz commented that Student Update and other clubs had recently been highlighted in the local press for their activities. Student Update taped segments are also broadcast weekly on Comcast.

- Dr. Linksz thanked the Board, the public, and members of the College community for their support of the Foundation Annual Campaign.

- President Linksz reported that faculty member Barbara Pearl was featured in *Community College Times* for innovative use of origami in teaching math. Steve Capus, a Bucks alumnus, has also moved into a position as head of the NBC news organization.

- Dr. Linksz reported that the Public Safety Training Center continues to be recognized worldwide for their effective training programs and discussions are ongoing relating to a potential contract with the city of Seoul, Korea.

- Dr. Linksz asked staff to introduce several new employees at the College. Deb Noble introduced Matt Miscovich, Supervisor, Student Accounts, and Lou Green, Director, Administrative Systems. Dean Karen Dawkins introduced Jim Gilligan, Counselor, and Monica Flint, Coordinator, Experiential Learning. Dean Maureen McCreadie introduced Linda McCann, Interim Director, Library Services.

- Finally, President Linksz noted that progress is being made in planning for the new Lower Bucks Campus and that a meeting was scheduled after the trustee meeting to select interior and exterior finishes for the building.

**CHAIRMAN’S REPORT**

There was no report.
FOUNDATION REPORT

Tobi Bruhn reported that the Foundation has received a $100,000 gift from the estate of Jean Ann Pickford which will be added to the General Endowment Fund for student scholarships. The Tyler family has also initiated a new scholarship to benefit liberal arts students. The Lower Bucks Capital Campaign Committee met and will be recommending a campaign goal to the Foundation Board later in the month. The Annual Fund Campaign is also underway and is close to reaching the goal established. The Foundation recently announced that it will fund two projects at the College. These include a new simulator for the nursing lab, as well as materials and models to support the fine arts major. The Foundation Holiday Party will be held in Tyler Hall on Wednesday, December 21.

PUBLIC COMMENTS: None

BOARD COMMITTEES

STUDENT-COMMUNITY RELATIONS COMMITTEE—Madeline Kemper, Chair

The Student-Community Relations Committee had no report this month.

ACADEMIC AFFAIRS COMMITTEE—Dr. Larry Newman, Chair

In Dr. Newman’s absence, Dr. Breitenfeld introduced Dean Conn. Dean Conn noted that four transfer programs of study had been reviewed this year. Faculty and Assistant Academic Deans were in the audience and available to answer questions.

Upon motion by Dr. Breitenfeld, seconded by Mr. Fazzalore, the Board of Trustees approved the following curricula for five years: Sport Management Transfer Program #1154, Biology Transfer Program #1003, Chemistry Transfer Program #1004 and Engineering Transfer Program #1028.

STRATEGIC MARKETING AND PLANNING COMMITTEE—Otto Grupp III, Chair

Mr. Grupp introduced Dean Dawkins who noted that the Board had received copies of the final version of the Strategic Directions and Goals for 2006-2010. Dean Dawkins noted that the Board had previously reviewed the individual program components.

Upon motion by Mr. Grupp, seconded by Mr. Morris, the Board of Trustees approved the Strategic Plan 2006-2010, including all components as presented.
FINANCE COMMITTEE—Betsy Fineburg, Chair

Ms. Fineburg presented the committee recommendations for Board approval.

Upon motion by Ms. Fineburg, seconded by Mr. Fazzalore, the Board of Trustees rescinded the approval of the contract with Tapco for the printing of the 2006 All County Non-Credit Course Brochure that was approved in October 2005.

Upon motion by Ms. Fineburg, seconded by Mr. Morris, the Board of Trustees ratified the approval of the award for the printing of the Spring 2006 All County Non-Credit Course Brochure to Indiana Publishing & Printing Company in the amount of $37,787.

Upon motion by Ms. Fineburg, seconded by Mr. Long, the Board of Trustees approved a three year contract extension of the licensing agreement with WebCT Software as follows: year 1 @ $27,500, year 2 @ $32,450, year 3 @ $37,400 for a total of $97,350.

Upon motion by Ms. Fineburg, seconded by Mr. Gudknecht, the Board of Trustees accepted the 2004-2005 Audit Report and Management Letter as prepared by Parente & Randolph, LLP.

Ms. Fineburg noted that the current financial statements were provided as an information item.

HUMAN RESOURCES COMMITTEE—Elizabeth Graver, Chair

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

Upon motion by Ms. Graver, seconded by Mr. Long, the Board of Trustees approved the Agreement between the International Union of Operating Engineers Local 835, AFL-CIO and Bucks County Community College covering Maintenance and Custodial Employees from January 1, 2005 to December 31, 2006.

Ms. Graver introduced Susan Clarke, Director, Human Resources. Ms. Clarke introduced the five administrative employees who were recently honored as Special Recognition Award recipients for 2005. Those who were judged by their colleagues to have made exceptional contributions to the College during the previous year are: Rodney Altemose, Executive Director, Upper County Campus, Claire Keane, Director, Associate Degree Nursing Program, Janet Puente, Manager, Employee Benefits, Dee Short, Director, Early Learning Center and Rebecca Stevenson, Executive Assistant to the Provost and Dean of Academic Affairs.

BOARD COMMENTS:

There were no comments.

President Linksz noted that the Board would be returning to Executive Session in Tyler 128.
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 PM. The next meeting of the Board of Trustees will be on January 12, 2006 at 1:30 PM at the Newtown Campus.

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Elizabeth A. Graver, Secretary