BUCKS COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING

Newtown Campus
Tyler 142

Date: October 12, 2006
Time: 1:30 P.M.

PRESENT:

Elizabeth Fineburg, Presiding
Dr. Frederick Breitenfeld
S. Willis Calkins
Blake Eisenhart
Frank Fazzalore
Carol Mignoni-Ferguson
Dr. Ruth Frank
Frederick Gudknecht
Elizabeth Graver

Otto Grupp
Madelyn Kemper
John Long
Garney Morris
Dr. Larry Newman
Bernie O’Neill
Dr. James J. Linksz
Jeffrey Garton, Esq.

The meeting was called to order at 1:35 PM by Ms. Fineburg, followed by the Pledge of Allegiance.

Ms. Fineburg 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. Long, the minutes of the September meeting were approved.

STUDENT GOVERNMENT REPORT

Stephanie Bunner reported that the SGA Voter Registration Drive concluded and registered 255 students. Future events scheduled on campus include: October 17 Coffee & Donuts Night for evening students & faculty, October 19 comedy performance, October 31 Halloween Costume & Door Decorating Contest, and October 28 Black Student Union Dance. Union Program Board members will attend the National Association of Campus Activities Convention in Lancaster in late October. Upper Bucks Campus sponsored numerous activities which included: Clubs & Organizations Fair, comedy improv show, Red Cross Blood Drive and Community Service Fair.
PRESIDENT’S REPORT

Dr. Linksz presented his report.

- President Linksz offered condolences from the Trustees and College community to Blake Eisenhart on the recent death of his mother.

- Dr. Linksz reported that the College received positive media coverage regarding campus cultural programming, as well as the new video gaming curriculum and course offerings.

- Faculty members in the news include Professor Earl Arrowood, recognized as Foodservice Executive of the Year by the Philadelphia Chapter of the International Foodservice Executives Association. Additionally, Professor Caryn Babian received recognition from the National Science Foundation for her work in scientific illustration.

- Dr. Linksz reminded the audience of the YWCA Breakfast by Women for Women. This event is traditionally well attended and supported by members of the campus community.

- President Linksz reported that Dr. Annette Conn will represent Bucks on a panel at the League for Innovation Conference in New Orleans early in 2007. The College was asked to present based on its success in using the CCSSE data to improve student engagement.

- Finally Dr. Linksz noted that he and Chair Betsy Fineburg met with the County Commissioners earlier in the day to discuss projects of mutual interest.

CHAIRMAN’S REPORT

There was no report.

FOUNDATION REPORT

Executive Director Tobias Bruhn announced that the 12th Annual Golf Outing on September 18 yielded net proceeds of $27,000. These funds will be used to provide Foundation support for campus projects.

Mr. Bruhn reported that the funds raised to date by the Lower Bucks Campus Capital Committee, led by Carol Mignoni Ferguson and Peter Dominick, are approaching $600,000. The Committee is continuing its community outreach work to gain support for the new campus located in Bristol Township.

Mr. Bruhn reminded the audience of the upcoming Alumni Association “Murder Mystery” scheduled for October 21 in Tyler Hall. Also planned is an all day business seminar for women to be conducted by Marjorie Brody on November 15. Ms. Brody is a Foundation Board Member.
and is donating her services as presenter for the seminar. Proceeds will benefit the Lower Bucks Campus Capital Campaign.

Finally, Mr. Bruhn announced that the Alumni Council has officially named the Trustees Honorary Bucks Alumni and all Trustees will receive the new Bucks alumni key card.

PUBLIC COMMENTS: There were no public comments.

BOARD COMMITTEES

STUDENT & COMMUNITY RELATIONS COMMITTEE – Madelyn Kemper, Chair

Ms. Kemper chaired the meeting and introduced Vice President Karen Dawkins. Ms. Dawkins turned the floor over to Marlene Barlow, Director, Adult & Multicultural Student Services. Ms. Barlow reported on the success of the newly implemented **Smart Start Program**. Offered during the summer to at-risk high school youth, the program brought students to campus and offered them the opportunity to improve their reading skills, explore career options and develop lifestyle management and study skills. Through the collaboration of many College staff members, the students had a meaningful, positive experience. Many participants exhibited significant improvement in their reading skills and have forged lasting relationships with the instructors they met.

ACADEMIC AFFAIRS COMMITTEE—Ms. Carol Mignoni Ferguson, Chair

Ms. Mignoni Ferguson chaired the meeting and introduced Provost Conn who reviewed the programs planned to improve student engagement. All programs selected were chosen based on their perceived ability to improve student engagement in areas of weakness identified by the CCSSE survey. Planned opportunities for faculty to improve their skills in the area of student engagement include: attendance at a Student Engagement Institute, participation in a learning pattern assessment for themselves and their class, online learning via a pilot offering three modules, and continuation of the Writing to Learn initiative.

STRATEGIC PLANNING, MARKETING & ASSESSMENT – Otto Grupp III, Chair

There was no report.

FINANCE COMMITTEE—Elizabeth Graver, Chair

Ms. Graver noted that the Bookstore Lighting Fixture item had been removed from the agenda because it did not include all necessary items. Ms. Graver presented the following committee recommendations for Board approval.
Upon motion by Ms. Graver, seconded by Mr. Morris, the Board of Trustees approved the following bid awards:
• Founders Hall carpeting to Kieran McKenna Flooring in the amount of $38,976.
• Spring 2007 All County Non-Credit Course Brochures to AFL Web Printing in the amount of $37,232.
• TV Studio lighting system upgrade to Advance Electric Company in the amount of $47,450.

Upon motion by Ms. Graver, seconded by Mr. Fazzalore, the Board of Trustees approved the contract award for Debt Financing Lower Bucks County Campus Project Phase II to PNC Bank which submitted the low, fixed annual percentage rate of 3.88% for a 20 year loan of $9,950,000 with a monthly payment of $59,677.75 and an annual cost of $716,013.

Ms. Graver noted that current financial statements were included as an information item and turned the floor over to Vice President Dennis Matthews. Mr. Matthews reported that the College is on budget to date and that investment interest rates are beginning to trend downward slightly. Mr. Matthews also noted that the fiscal year 2006 audit is coming to a close; Audit Committee members will be notified regarding the meeting schedule with Parente & Randolph.

HUMAN RESOURCES COMMITTEE—Garney Morris, Chair

Mr. Morris reported that there were no recommendations, however information was provided on College staffing levels.

BOARD COMMENTS

Ms. Fineburg noted that the November meeting will be held at the Upper Bucks Campus.

Mr. Fazzalore recommended that, in light of current societal trends, the College review its campus security monitoring systems and verify that they are adequate.

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 November 9, 2006 at 1:30 PM at the Upper Bucks Campus.

S. W. Calkins, Secretary