PRESENT:

Elizabeth Fineburg, Presiding
J. Peter Dominick
Blake Eisenhart
Frank Fazzalore
Elizabeth Graver
Frederick Gudknecht
Madeline Kemper
John Long
Bernie O’Neill
Thomas Skiffington
Dr. James J. Linksz
Jeffrey Garton, Esq.

ABSENT:

Otto Grupp III
Dr. Frederick Breitenfeld, Jr.
S. W. Calkins
Carol Mignoni Ferguson
Garney Morris

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. Eisenhart, seconded by Mr. Fazzalore, the minutes of the January meeting were approved.

STUDENT GOVERNMENT REPORT

Jay Adams reported that SGA elections are scheduled for April 7 through 14. Students are also working to obtain Bucks email addresses for all clubs and organizations, as well as creating a handbook for each SGA office. Numerous events were scheduled during February to commemorate Black History Month. The outstanding documentary “Standing on My Sister’s Shoulders” was shown, John Jordan from the Bucks County branch of the NAACP spoke on campus, and a presentation is scheduled on ways to decrease health risk among African Americans. March is Women’s History Month and a full schedule of activities is planned.
To celebrate Valentine’s Day the Print Club sold handmade valentines and the Student Life Center collaborated with the Open Door Club to offer a program entitled “Love Your Body” which provided information on the dangers of drug and alcohol addiction. At the LBC candy, roses and stuffed animals were sold as a fundraising activity.

**PRESIDENT’S REPORT**

Dr. Linksz presented his report.

- Dr. Linksz reported that he had the pleasure of attending an event celebrating the success of the Bucks-Lockheed Martin Partnership in preparing inner city youth for entry level careers in the IT industry. College staff member Georgiana Taylor received an award for her efforts contributing to the success of the program.
- President Linksz also participated in a program recognizing the new Bucks partnership with the Palisades School System and Grandview Hospital. Through a dual enrollment program, students interested in healthcare careers have the opportunity to combine college level course work with an immersion experience in a healthcare facility. College staff member Liz Kulick was commended for her work in making the program a reality.
- Arts faculty member Mark Sfirri has once again been recognized for his achievements in fine woodworking. Mark was recognized in the Philadelphia Inquirer for his receipt of a Gold Award from NICHE for a bench he created. Also honored was fine woodworking student, Ward Stevens, who crafted a unique rolling pin.
- Two members of the Learning Resources staff, Georglyn Davidson and Mary Ellen Bornak, recently gave a very well received presentation at a regional Educause meeting. The program highlighted the many ways in technology is used to enhance the learning experience at Bucks.

**CHAIR’S REPORT**

Upon motion by Ms. Fineburg, seconded by Mr. Eisenhart, the Board of Trustees approved General Institutional Policy 1.24 relating to the Use of College Funds by BCCC President and Executive Director, BCCC Foundation and Alumni Relations.

**FOUNDATION REPORT**

Tobias Bruhn reported that once again the College has received $40,000 from the Happ Grover Fund of the Bucks County Foundation to fund scholarships for needy students from the Central Bucks School District. The College is privileged to have received this support for the past 25 years.

Scholarships available to our students this year from the BCCC Foundation number 125 and total in excess of $160,000. These scholarships will be awarded at Honors Convocation in May. New book scholarships will be offered this year as a result of the collaboration between the BCCC
Bookstore and textbook publishers. Foundation staff also attended the annual Financial Aid Night and informed the attendees about the numerous scholarship opportunities offered through the BCCC Foundation.

Upcoming Foundation events include the March 12 presentation on “Exceptional Customer Service” by Lisa Ford, as part of the annual “Meet the Author” series. Also, on April 2 the Alumni Association will partner with Career Services to present a roundtable featuring successful Bucks alumni.

PUBLIC COMMENT

Representatives of the Deer Friends Coalition (DFC) were in attendance to protest the annual Tyler Park Deer Hunt. BCCC adjunct faculty member Barbara Pearl requested that the trustees show compassion for the deer who coexist with us in Tyler Park, both to promote public safety for the student body and to demonstrate that violence is not the way to solve problems. Echoing Ms. Pearl’s comments were local naturalist and master gardener, James Bray, along with the Vice President of the DFC, Verne Smith, Esquire. In summary Ms. Pearl requested that the trustees seriously consider supporting the adoption of more humane methods of controlling the local deer population.

Ms. Fineburg thanked the speakers for their comments and noted that the Trustees would take their comments under advisement.

BOARD COMMITTEES

STUDENT & COMMUNITY RELATIONS COMMITTEE – Dr. Rick Breitenfeld Jr., Chair

There was no committee report.

ACADEMIC AFFAIRS COMMITTEE - Carol Mignoni Ferguson, Chair

Mr. O’Neill chaired the meeting in Ms. Mignoni-Ferguson’s absence.

**Upon motion by Mr. O’Neill, seconded by Mr. Long, the Board of Trustees approved the following Sabbatical Leave requests for 2008-2009 academic year:**

**Half Year Leaves**  
- Professor Christopher Bursk (Spring 2009)  
- Professor Blaine Greenfield (Spring 2009)  
- Professor Patricia Laser (Fall 2008)  
- Professor Milton Sigel (Fall 2008)

**Full Year Leaves**  
- Professor Roberta Mayer (2008-2009)  
- Professor Kay Chen (2008-2009)
Next, Provost Annette Conn introduced the following new full time faculty members:

- John R. Harford, The Arts
- John Angeline, Business Studies
- Tracy A. Timby, Business Studies
- Sarahlyn S. Bruck, Language & Literature
- Joseph M. Shakely, Language & Literature
- Dr. Amir M. Afshar, Math, Science & Technology
- Millicent A. Heeney-Stemple, Math, Science & Technology
- Ali D. Chambers, Social & Behavioral Science
- Kathleen D’Auria, Social & Behavioral Science
- Dr. Mehul V. Shah, Social & Behavioral Science

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

Mr. Gudknecht chaired the meeting in Mr. Grupp’s absence and introduced Marie Tuscano, Interim Director, Institutional Research. Ms. Tuscano presented the third week enrollment report and summarized its contents. FTEs for the Spring 2008 session are 100 above budget and overall FTEs are 4.69% higher than Spring 2007, with both Lower and Upper Bucks campuses showing increases.

Next, Ms. Tuscano presented the 2006 Community College Survey of Student Engagement (CCSSE) Report which tracks the performance of the College in comparison to peer, large community colleges across the nation. In 2006, six hundred sixty-three Bucks students participated in the CCSSE which focuses on practices which are highly correlated with student success. Overall results for Bucks scores for the five key practices are in alignment with the national benchmarks for those standards.

Provost Annette Conn noted that the College showed improvement in three key areas from 2005 to 2006 – active and collaborative learning, student effort and student-faculty interaction. This improvement can be attributed to the efforts of staff and faculty to implement changes and new programming which address the need for enhanced effectiveness. Some initiatives which were inspired by CCSSE result include Writing to Learn, Student Engagement Institute and New Faculty Boot Camp.

President Linksz also commented that improving performance in the CCSSE benchmark areas is a strategic goal for the College to which both financial and staff resources are devoted.

FINANCE COMMITTEE - Elizabeth Graver, Chair

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

- Automatic door maintenance contract for period 3/31/08 through 6/30/13 to Advanced Door Service for $82,800.
- Challenge course construction project to the Adventure Network for $19,083.
• Exterior site lighting electrical renovations project phase II and III to Lederach Electric for $322,000, with unit costs of $190 for 500 watt ballast and $240 for 1000 watt ballast.
• Founders/Penn emergency generator replacement projects to Lederach Electric for $125,700.
• Rollins Center restroom renovation to J. Mann-R. Finley, Inc. for $216,900.
• Steam line replacement and repair to B & S Sheet Metal for $378,775, with unit costs of $246 per linear foot for concrete excavation and $110 per linear foot for conduit installation.
• Summer 2008 non-credit brochure to A.F.L. Web Printing for $32,625.

Upon motion by Ms. Graver, seconded by Mr. Long, the Board of Trustees approved a change order for $3,808 for the Rollins Center serving area lighting and ceiling replacement project to add ten fluorescent fixtures, one 20 amp switch for heat lamps and food warmer, and removal of overhead duct work.

Upon motion by Ms. Graver, seconded by Mr. Gudknecht, the Board of Trustees approved the following other contracts:
• Building square footage calculations project to Hayden Architecture and Urban Design for $11,000.
• Website refresh project to Paskill, Stapleton & Lord Marketing Consultants for $35,300.

Upon motion by Ms. Graver, seconded by Mr. Eisenhart, the Board of Trustees approved the bid award for the Debt Financing Package to Wachovia Securities and First American Municipals, Inc. for approximately $20 million which will provide the funding for Phase II of the Upper Bucks Campus construction project, Phase II of the ADA projects, and construction of the Lower Bucks County Fire Training Center.

Upon motion by Ms. Graver, seconded by Mr. Fazzalore, the Board of Trustees approved an increase in tuition of $2 per semester hour and an increase in technology fee of $3 per semester hour for fall semester 2008.

Vice President Dennis Matthews reported that the independent audit firm of Parente & Randolph completed the supplemental audit examining areas of compliance which until 2006 were audited by the Pennsylvania Department of Education. Areas examined and found to have no deficiencies were enrollment verification, schedule of capital expenditures and leases, and the requisite annual tuition compliance calculation.

Vice President Dennis Matthews also noted that the College remains on target to achieve a balanced budget for the academic year and reported that interest rates have dropped recently, resulting in lower return on invested funds.
HUMAN RESOURCES COMMITTEE—John Long, Chair

Susan Clarke, Executive Director, Human Resources, introduced the newly elected officers of the Classified Executive Committee: Chris Field-Chair, Betty Hughes-Vice Chair, Lynn Bintliff-Recording Secretary, Marge Friedrich-Corresponding Secretary, and Maureen Seibert-Parliamentarian.

Next, Janet Puente, Director, Employee Benefits, highlighted the success of employee health and wellness initiatives sponsored by the Human Resources department. Both the flu shot and on-campus mammogram services are well subscribed and very popular with retirees and staff as evidenced by the growth in participation.

The College staffing report was also provided as an information item.

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 2:30 PM. The next meeting of the Board of Trustees will be on March 13, 2008 at 1:30 PM on the Newtown Campus.

__________________________________________S. Willis Calkins, Secretary