The meeting was called to order at 1:30 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 Ms. Graver, seconded by Mr. Dominick, the minutes of the April meeting were approved.

STUDENT GOVERNMENT REPORT

Mr. Matt Cipriano presented the report in Jay Adams’ absence. Mr. Cipriano reported that student government elections were held recently and John Skudris is the new SGA president. He also reminded the audience of the Student Awards lunch scheduled for Tuesday, May 13. Recent club activity on the Newtown Campus included celebration of Earth Day, as well as a very successful Spring Fling which encouraged “Going Green’. Future Teachers Club shared their talents in a program with the Early Learning Center; Faith, Hope & Charity is collecting items for needy mothers and the Hub Gaming Club is sponsoring a lock-in on campus.
At the Lower Bucks Campus, students took part in a personal drug/alcohol screening program sponsored as part of National Alcohol Screening Day. The Lower Bucks Campus Program Council was kept busy holding a Sports Day with outdoor barbeque, highlighting Earth Day with fundraising for the Arbor Day Foundation and sponsoring a baby supply drive. Finally, Mr. Cipriano noted that the Bucks chapter of Phi Theta Kappa recently received four awards at the national meeting.

PRESIDENT’S REPORT

Dr. Linksz presented his report.

- President Linksz reported on recent faculty/staff awards. Professor Emeritus Lyle Rosenberger was honored by the Philadelphia Preservation Alliance as the recipient of the annual Biddle Preservation Award. Another faculty member, Earl Arrowood of the Culinary Program, was awarded the American Culinary Federation National President’s Award and staff member Natalie Kaye will be recognized at the YWCA “Women Who Make a Difference” celebration.
- Dr. Linksz recognized leadership activities undertaken by College employees. Faculty member Arta Szathmary will serve as president of the Pennsylvania Community College Computer Coalition and Dean Maureen McCreadie was appointed to the Educational Board of the Council on Research Libraries, as well as the program committee for the upcoming Educause meeting. Adrienne Clark, BCCC Foundation, completed the Lower Bucks Chamber of Commerce Leadership Development Program.
- The recent event honoring faculty member Mart Sutton for his forty three years at Bucks was well attended and provided an opportunity to reconnect with numerous past Bucks staff members.
- Other campus events of note included the reception honoring outstanding adjunct faculty members and the Steinway concert featuring outstanding performances by Bucks music faculty. The always enjoyable Culinary Program Graduation Dinner was held on campus on May 6 to the delight of all who attended and sampled the fare.
- On the athletic field, the Bucks baseball team captured the Eastern PACC Championship and Coach Mark Bohling was named Coach of the Year.
- The Lower Bucks Campus was the site of a Lower Bucks Chamber of Commerce business card exchange which showcased the new facility to our business and industry partners. Additionally, business faculty member Vern Weigand was featured in local news media as part of a Rotary group study exchange.
- Led by Vice President Barbara Miller, the Continuing Education/Workforce Development/PSTC division has achieved recertification at Level II by LEARN, a national organization recognizing excellence in the field. Dr. Linksz also recently attended the radiography graduation, where it was noted that half of the class had already passed their board exams. The Bucks radiography program has the highest pass rate in the state.
- Finally, the annual Upper Bucks Fun Run was held at the Perkasie Campus. The proceeds of the event fund scholarships for Bucks students.
CHAIR’S REPORT

Ms. Fineburg reported that President Linksz was recognized on Tuesday, May 6 at a reception held at the Mercer Museum. The Arts and Culture Council of Bucks County honored Dr. Linksz for his contributions to the organization. He played an integral role in reestablishing the Council through his personal efforts and support offered by the College.

Chair Betsy Fineburg requested a report from the Nominating Committee Chair Madeline Kemper.

Upon motion by Ms. Kemper, seconded by Mr. O’Neill, the Board of Trustees accepted the recommendations of the Nominating Committee for the slate of officers for 2009-10: Elizabeth Graver - Chair, J. Peter Dominick – Vice Chair, Frederick Gudknecht – Secretary, S. Willis Calkins – Assistant Secretary and Elizabeth Fineburg – Executive Committee.

FOUNDATION REPORT

Tobias Bruhn reported that the event for Mart Sutton was a great success, raising more than $20,000 to create an endowed scholarship in Mart’s name. Another wonderful event on campus was the Steinway Concert which served as both outstanding entertainment and publicity for the Steinway Acquisition Project which is being led by faculty member Ed Ferdinand and Karen Wilusz, wife of a Foundation board member.

The Foundation recently received a community grant from Arkema which will fund a new scholarship for a LBC student. A new event this fall will be a scholarship tea to raise money for working mothers who are trying to finance their education.

Mr. Bruhn also noted that the UBC and LBC Advisory Councils met recently, utilizing a new format which was very successful and provided excellent feedback to enhance the outreach efforts of the Foundation and its staff.

The following are thanked for signing on as Gold Tournament sponsors: Begley, Carlin & Mandio, Trustee Tom Skiffington and Trustee John Long.

Finally, Mr. Bruhn reminded the audience of Honors Convocation on May 22 and Tyler Tasting Party Party on June 6.

PUBLIC COMMENT

There was no public comment.
BOARD COMMITTEES

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

The Committee had no report this month.

ACADEMIC AFFAIRS COMMITTEE - Carol Mignoni Ferguson, Chair

Provost Annette Conn introduced John Petito, the newly appointed Assistant Academic Dean, Social & Behavioral Sciences.

Catherine McElroy, Dean, Academic & Curricular Services, reviewed the Upper Bucks Campus enrollment report, highlighting the growing upward trend. Dean McElroy detailed programming enhancements which have contributed to the growth. New course offerings, along with more innovative scheduling options, have been key to attracting more students to the campus. Next, Dr. Rodney Altemose, Executive Director, Upper Bucks Campus, reviewed community outreach, faculty development and student services highlights. Seth Morgan, UBC student, also discussed several of the activities which students have undertaken recently.

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

Mr. Eisenhart chaired the meeting in Mr. Grupp’s absence.

Vice President Barbara Miller reviewed the role of the Strategic Initiative process in allowing the College to innovate and link new initiatives to the Strategic Planning Process.

Upon motion by Mr. Eisenhart, seconded by Ms. Graver, the Board of Trustees approved the Strategic Initiatives for 2008-2009.

FINANCE COMMITTEE - Elizabeth Graver, Chair

Upon motion by Ms. Graver, seconded by Mr. Eisenhart, the Board of Trustees approved the following projects for Fiscal Year 2008-2009 in order to seek matching funds from the Pennsylvania Department of Education:

Upper Bucks Campus Phase II – Revised Cost Estimate
Phase II represents construction of a new 27,815 gross square foot academic building. The College received approval from PDE on January 31, 2008 in the amount of $11,710,600. This motion, based on revised cost estimates, seeks PDE approval in the amount of $13,300,000.
Upon motion by Ms. Graver, seconded by Mr. Calkins, the Board of Trustees approved the following bid awards:

- Digital signage system to Advanced Audio Visual Sales in the amount of $30,435.
- Fall 2008 non-credit brochure to A.F.L. Web Printing in the amount of $37,646.
- Network equipment replacement to Heavy Water LTD in the amount of $98,411.
- Public Safety Training Center Pickup Truck to Lawrenceville Ford, Inc. in the amount of $36,440.

Upon motion by Ms. Graver, seconded by Mr. Gudknecht, the Board of Trustees approved the contract for Student Services furniture purchase to Educational Furniture Solutions, Inc. which submitted the firm price of $25,166 from the PA Department of Central Services Statewide Contract System.

Upon motion by Ms. Graver, seconded by Mr. Calkins, the Board of Trustees approved the following change orders:

- ADA Rollins Center Elevator Project Change Order #1 to Watkins Architect, Ltd. in the amount of $8,000.
- Penn Hall and Founders Rear Entryway Renovations to Watkins Architect, Ltd. in the amount of $15,875.

Upon motion by the Ms. Graver, seconded by Mr. Gudknecht, the Board of Trustees approved the engagement of USA Environmental Management in the amount of $10,354 to determine the cause of the failure of the 1,000 gallon Eco-Vault aboveground fuel storage tank.

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

- Founders Hall roofing project to Jottan, Inc. in the amount of $248,753.
- Gateway Center & Hicks Arts Center flooring project to Kieran McKenna, Inc. in the amount of $12,743.
- Rollins Center & Founders Hall roof windows replacement to Bucks County Glass, Inc. in the amount of $90,900.
- Prime Contractors for UBC Phase II construction as follows:
  - General construction contractor to E.R. Stuebner, Inc in the amount of $7,478,000.
  - HVAC contractor to Integrity Mechanical in the amount of $1,349,500.
  - Plumbing contractor to Integrity Mechanical in the amount of $528,300.
  - Electrical contractor to West Side Hammer Electric in the amount of $1,354,720.
  - Fire protection contractor to Guy M. Cooper in the amount of $194,000.
  - Site contractor to A.H. Cornell & Son in the amount of $1,594,836.
Upon motion by Ms. Graver, seconded by Mr. Dominick, the Board of Trustees approved the contract for the Lower Bucks Campus Food Service to Slack’s Hoagie Shack for a five year agreement with no commission paid to the College in Year 1 but with an initial investment of $25,000 for furnishings and fixtures and with a 7% commission to the College in Years 2 through 5. The College may exercise the option for an additional three years at the same commission.

Upon motion by Ms. Graver, seconded by Mr. Eisenhart, the Board of Trustees approved the award of the contract for Upper Bucks Campus construction management to Joseph Jingoli & Sons which submitted the firm proposal of $401,257.

Upon motion by Ms. Graver, seconded by Mr. Skiffington, the Board of Trustees authorized the College to exercise the lease termination purchase option in the amount of $120,000 for 644 computer systems and 2 wireless notebook carts with MacQuarie Equipment Finance and to enter into consignment sales agreement with Computer Management International.

Upon motion by Ms. Graver, seconded by Mr. Eisenhart, the Board of Trustees approved the contract for the Rollins Center roofing project to Jottan, Inc. which submitted the firm low bid of $458,487.

Vice President Dennis Matthews reported on two informational change orders. One involved the addition of a computer cart to the personal computer equipment contract award and another for the Tyler Hall gutters and downspouts.

Mr. Matthews noted that the College enrollments are in line with projections resulting in a balanced budget; he also reported on downward investment income trends.

HUMAN RESOURCES COMMITTEE—John Long, Chair

Upon motion by Mr. Long, seconded by Mr. Skiffington, the Board of Trustees approved the 2008-09 Administrative Salary Scale effective July 1, 2008 as presented.

Upon motion by Mr. Long, seconded by Ms. Kemper, the Board of Trustees approved the following changes to per diem salaries: Effective July 1, 2008 per diem employees will be paid at an hourly rate equal to 90% of the Classified or Administrative rate for the assigned grade. Also effective July 1, 2008, per diem employees will no longer be paid shift differential.

Upon motion by Mr. Long, seconded by Mr. Fazzalore, the Board of Trustees approved the renewal of medical and dental insurance contracts, with premium rates as presented, for College employees and retirees for the 2008-09 contract year.

The College staffing report was 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 2:20 PM. The next meeting of the Board of Trustees will be on June 19, 2008 at 1:30 PM on the Newtown Campus.

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S. Willis Calkins, Secretary