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

Ms. Graver 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. Fineburg, seconded by Ms. Kemper, the minutes of the March meeting were approved.

STUDENT GOVERNMENT REPORT

Seth Gansman, SGA President, reported that student government elections are taking place this week with good participation from the student body and excellent candidates running for office.
Spring Fling is scheduled for Thursday, April 30 with the theme “Hollywood Comes to Bucks County”. Numerous fun and entertaining activities are planned. The annual Student Awards Luncheon is scheduled for Thursday, May 7 and all trustees are invited to attend this event.

A group of students had the opportunity to participate in Lobby Day on March 31 in Harrisburg. Bucks students accompanied by Matt Cipriano, SGA advisor, met with legislators to advocate for community college funding. The students are particularly grateful to Trustee Bernie O’Neill who was very generous with his time and arranged a tour of the Capitol for the students.

Upcoming events on the Upper Bucks Campus include a visit from Big Brothers Big Sisters organization, participation in the National Day of Silence on April 16 and an interview skills workshop on April 20. The Nova Shoe Project will be on display from April 28 – May 3.

PRESIDENT’S REPORT

Dr. Linksz presented his report.

- Dr. Linksz congratulated Trustee Fred Gudknecht on his election as President of the Board of Directors of the Lenape Valley Foundation which serves 9000 mental health clients annually. Also being honored today is Trustee Bernie O’Neill as he is inducted into the National Technical School Honor Society. Mr. O’Neill was one of the first attendees of technical schools in the county who was inducted into the National Honor Society.

- President Linksz reported that the College has been mentioned recently in Community College Times and the Philadelphia Business Journal for efforts in developing biotechnology programs in cooperation with the Life Science Career Alliance and the Bucks County Biotech Center in Doylestown. The efforts of faculty member Steve Goshorn have been key in enabling the College to develop this new curriculum and plan for new laboratory facilities.

- The efforts of Bucks and other community colleges to provide retraining opportunities for unemployed workers were featured recently in Community College Week.

- Dr. Linksz noted that Professor Roberta Mayer’s recent book on Lockwood DeForest received the annual book award from the Metropolitan Chapter of the Victorian Society of America.

- The achievements of several other faculty members including Earl Arrowood, Allen Hoey, James Freeman and Ron Dorfman were also described in the most recent edition of the Echo. John Mathews, Assistant Academic Dean, the Arts, has also begun compiling a
monthly review of the numerous extramural professional activities in which Arts faculty participate.

- President Linksz reported that United Way of Bucks County recognized the continued campaign support by the members of the College staff through its presentation of a Community Impact Award.

- Finally, Dr. Linksz congratulated Meagan Bradshaw and Jessica Pelizari, the two Bucks students who were honored at the All Pennsylvania Academic Banquet on March 30 in Harrisburg. Chair Elizabeth Graver also attended the event as did Professor Charles Beem, faculty advisor to Phi Theta Kappa.

CHAIR’S REPORT

Chair Elizabeth Graver appointed the following trustees as members of the Nominating Committee: Madeline Kemper, Frederick Gudknecht, and Thomas Skiffington.

Chair Elizabeth Graver also appointed the following as members of the Presidential Evaluation Committee: Elizabeth Graver, Peter Dominick and Elizabeth Fineburg.

FOUNDATION REPORT

Tobi Bruhn that there has been a 100% increase in the number of applications for Foundation administered scholarships as well as a significant increase in those awarded by the academic departments.

Mr. Bruhn thanked Trustees Peter Dominick and John Long for their continuing support as corporate sponsors for the Annual Golf Outing. Comcast Cable has also committed as a sponsor for Tyler Tasting Party 2009, which to date has 38 participating restaurants.

The Foundation is sponsoring a Financial Planning Seminar for retirees and staff on April 16 and is working with the Grundy Foundation and the Artists of Bristol to plan a Fall event on the Lower Bucks Campus. The Alumni Association is actively working to establish a paralegal mentoring program and has a reunion planned for October 3 on the Newtown Campus.

PUBLIC COMMENT

There was no public comment.

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

Dr. Breitenfeld introduced James Sell, Executive Director, Lower Bucks Campus. Mr. Sell introduced two students, Joellen Bley and Ansumana Salagbi, who described their experiences at the Lower Bucks Campus and commented on the impact that the College and its staff have made in their lives.

Next, Vice President Karen Dawkins presented a report on the free tuition program for unemployed workers. The report provided statistical information on areas of study, persistence and residence for those participating in the highly successful program. Ms. Dawkins noted that the students have also formed a support group to assist and encourage each other in their academic work and efforts to locate new employment.

ACADEMIC AFFAIRS COMMITTEE - Carol Mignoni Ferguson, Chair

Upon motion by Ms. Mignoni Ferguson, and seconded by Mr. Morris, the Board of Trustees approved the following curricula for five years:

- Accounting Occupational Program #2016
- Chef Apprenticeship/Food Occupational Program #2056
- Chef Apprenticeship/Pastry Occupational Program #2098
- Culinary/Pastry and Catering Arts Certificate Program #3154
- Management Marketing General Emphasis Occupational Program #2015
- Management Marketing General Retail Management Emphasis Occupational Program #2017
- Management Marketing Small Business Mgt Emphasis Occupational Program #2054
- Office Skills Accelerated Certificate Program #3173
- Travel and Event Planning Occupational Program #2171
- Travel and Event Planning Certificate Program #3172

Next, Catherine McElroy discussed enrollment and growth trends at the Lower Bucks Campus and Jim Sell presented a report on student and campus activities. Highlights of the past year at Lower Bucks include the official completion of the campus with the receipt of the permanent certificate of occupancy and the opening of the new Slack’s Café. Academic highlights include the incorporation of service learning and Second Life into course offerings. The campus continues to offer professional development activities for faculty and social events such as the Thanksgiving feast which featured foods from various cultures and celebrated the diversity of the community. Relationships are good with neighboring businesses and the students continue to participate in Del Haas Woods and Pond Clean-up events. In conclusion Mr. Sell introduced Robin Washington the new Coordinator, Campus Services who was recently hired.
STRATEGIC PLANNING, MARKETING & ASSESSMENT – Otto Grupp III, Chair

Mr. Grupp introduced Vice President Karen Dawkins who described the newly developed *Guideline for Conducting Research*. Next Steve Bacher presented information on the use of search engine marketing on the web and shared the results of a recent Marketing pilot program using this technology.

FINANCE COMMITTEE – J. Peter Dominick, Chair

Upon motion by Mr. Dominick, seconded by Mr. Breitenfeld, the Board of Trustees approved the following bid awards:

- Acquisition of Personal Computers:
  - All in one desktop systems to Dell Corporation for $146,526
  - Notebook systems to Dell Corporation for $42,097
  - Tower systems to Hewlett-Packard Company for $47,200
  - Tablet systems to Hewlett-Packard Company for $19,368
  - Network printers to Hewlett-Packard Company for $44,130
- Unit cost pricing for future computer purchases at the quoted prices as follows:
  - To Dell Corporation, Inc. of Round Rock, TX, which submitted the firm low unit cost pricing bids of $763 per unit for all in one systems and $1,202 per unit for notebook systems.
  - To Hewlett Packard Company, Inc. of Palo Alto, CA, which submitted the firm low unit cost pricing bids of $800 per unit for tower systems, $1,614 per unit for tablet systems and $1,471 per unit for network printers.
- Symantec software license renewal to School World, Inc. for $30,114.

Upon motion by Mr. Dominick, seconded by Mr. Grupp, the Board of Trustees approved Change Order #1 for the Linden Lane Repaving and Cottage Lane Redesign Project to Gilmore & Associates which submitted the firm, low price of $2,540.

Upon motion by Mr. Dominick, seconded by Mr. Grupp, the Board of Trustees awarded the following other contracts:

- Computer equipment lease financing to Hewlett Packard Financial Services, Inc. for monthly cost of $7,734, annual cost of $92,813, and $278,441 for the 36 month lease.
- Defense Base Act workers compensation insurance premium renewal to Global Underwriters, Inc. for $10,000.
- Security & Safety replacement of 2 vehicles via lease/purchase agreement to Day Ford, Inc. for $1,047 per month, $12,567 per year and a total of $50,269 over the 48 month lease term.
Upon motion by Mr. Dominick, seconded by Mr. Breitenfeld, the Board of Trustees approved the expenditure of funds for a search engine marketing campaign for a total of $15,000 for 3 months, with continuation subject to approval, to Earthbound Media Group, Inc.

Upon motion by Mr. Dominick, seconded by Mr. Breitenfeld, the Board of Trustees approved the sole source contract for the replacement lease of Apple computers for student laboratories, faculty and administrative offices to Apple Education Finance, Inc. for monthly cost of $3,356, annual cost of $40,387 and $121,161 for the 36 month lease.

Upon motion by Mr. Dominick, seconded by Mr. Long, the Board of Trustees approved the addition of Annette Conn and Kathleen Fedorko as additional check signatories for the period beginning May 1, 2009 and ending July 20, 2009, and also approved the removal of Deborah Noble from the list of authorized signatories for the duration of her sabbatical leave.

Information item presented included March 2009 Financial Statements, Investment Report and historical cash fluctuations.

HUMAN RESOURCES COMMITTEE—John Long, Chair

The monthly College staffing report was provided as information.

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 2:35 PM. The next meeting of the Board of Trustees will be on May 14, 2009 at 1:30 PM on the Newtown Campus in Tyler 142.

______________________________________________Frederick R. Gudknecht, Secretary