BUCKS COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES MEETING

Newtown Campus
Tyler 142

Date:  October 8, 2009
Time:  1:30 P.M.

PRESENT:

Elizabeth Graver, Presiding
Dr. Frederick Breitenfeld, Jr.
S. W. Calkins
James M. Dancy
J. Peter Dominick
Blake Eisenhart
Frank Fazzalore

Elizabeth Fineburg
Frederick Gudknecht
Madeline Kemper
Carol Mignoni Ferguson
Garney Morris
Jeffrey Garton, Esq.
Dr. James Linksz


The meeting was called to order at 1:30 PM by Ms. Graver.

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 Dr. Breitenfeld, seconded by Mr. Eisenhart, the minutes of the September
meeting were approved.

STUDENT GOVERNMENT REPORT

Kyle VanHart reported that the Upper Bucks Campus recently sponsored a Clubs &
Organization Day as well as a Campus Celebration. Other events in Perkasie included voter
registration and job fairs. This week’s schedule highlights Gay & Lesbian History Week along
with evening transfer fairs. The Lower Bucks Campus held a successful Philly Fest and plans an
Octoberfest, transfer fair, blood drive and Halloween Dance. The 6th annual pond clean-up is
scheduled for early November. The Newtown Campus hosted a Cancer Awareness Stroll and
voter registration. Coming up later in October are Golden Dragon Acrobats performing in the Gateway Auditorium, a Halloween celebration and a regional college fair in the gym.

**PRESIDENT’S REPORT**

Dr. Linksz reported that the Golf Team won the regional championship and will be advancing to the national competition.

**CHAIR’S REPORT**

There was no report from Ms. Graver.

**FOUNDATION REPORT**

There was no report from the Foundation.

**PUBLIC COMMENT**

There was no public comment.

**BOARD COMMITTEES**

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

There was no report from the committee.

**ACADEMIC AFFAIRS COMMITTEE** - Carol Mignon Ferguson, Chair

There was no report from the committee.
STRATEGIC PLANNING, MARKETING & ASSESSMENT – Thomas Skiffington, Chair

In Mr. Skiffington’s absence Ms. Graver chaired the meeting.

Upon motion by Ms. Graver, seconded by Mr. Morris, the Board of Trustees approved the Bucks County Community College Strategic Plan 2010-2014.

Vice President Karen Dawkins presented the Enrollment Report and noted the following increases for the Fall semester over the prior year: enrollment 10.67%, part-time students 10.5%, full time students 9.7% and certificate programs 45%. Student demographic highlights included 18% and 20% increases in African American and Hispanic students respectively.

FINANCE COMMITTEE – J. Peter Dominick, Chair

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

- Penn Hall furnishings to Tri-R, Inc. for $74,690.
- Penn Hall flooring to Kieran McKenna Flooring, Inc. for $84,394.
- Penn Hall ceiling tile to Donald E. Reisinger, Inc. for $10,740.
- Penn Hall electrical wiring time and materials to Yates Electric Service, Inc. at the following rates: $47.50 regular time, $71.25 overtime, 10% materials markup.
- Upper Bucks Campus network equipment Project A to Heavy Water, LTD for $92,283.
- Upper Bucks Campus network equipment Project B to Comm Solutions, Inc. for $39,827.

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

- High voltage electrical contract to Henkels & McCoy, Inc. at the following rates:
  - High voltage journeyman electrician – standard rate $95.06, premium rate $138.06 and double time rate $181.07.
  - Electrical foreman – standard rate $102.97, premium rate $149.80 and double time rate $196.70.
- Outdoor advertising for Upper County billboards to Adams Outdoor for $19,351.
- Outdoor advertising for Central and Lower County billboards to Steen Advertising for $20,940.
Upon motion by Mr. Dominick, seconded by Dr. Breitenfeld, the Board of Trustees approved the following sole source contracts:

- Renewal of document imaging system maintenance contract to Metasource, Inc. for $10,988.
- Purchase of test bank for Public Safety Training Center to Performance Testing Systems, Inc. for $11,000.

Upon motion by Mr. Dominick, seconded by Dr. Breitenfeld, the Board of Trustees approved Policy 1.28 Identity Theft Prevention.

Information items presented included a change order notification and September 2009 Financial Statements. Vice President Dennis Matthews noted that the FY 2009 Audit has been completed and findings will be reported to the Board within the next few months.

HUMAN RESOURCES COMMITTEE—Elizabeth Fineburg

Upon motion by Ms. Fineburg, seconded by Mr. Morris, the Board of Trustees approved the revision of Policy 2.2.11 Position Classification.

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 1:50 PM. The next meeting of the Board of Trustees will be on November 12, 2009 at 1:30 PM on the Lower Bucks Campus.

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Frederick R. Gudknecht, Secretary