



BUCKS COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Date: March 9, 2023

Time: 10:15 AM

Present:

Thomas Jennings, Chair
Richard Balukas, Ed.D.
James Dancy
Broadus Davis via Zoom
Blake Eisenhart
Frank Farry via Zoom
Jamie Fazzalore
Elizabeth Fineburg

Ronni Fuchs
Shamsul Huda
William Maeglin
Linda Mannherz
Carol Mignoni-Ferguson
Philip Wursta via Zoom
Jeffrey Garton, Esq., Solicitor
Felicia L. Ganther, J.D., Ph.D., President

Absent: Carol Shelly

Mr. Jennings called the meeting to order at 10:25 AM. He introduced Ms. Kristi Dufala, who led the Pledge of Allegiance. Kristi is a current student in the Medical Assisting Program graduating in May. She reported that last semester she took a class titled Responding to Emergencies with Professor Bhaya. She said this course is important, not just for medical students but for everyone. She said Professor Bhaya was correct in saying that you never know when you will come upon someone who needs your help. Kristi reported that in January she was driving and saw an elderly man come out of a restaurant and fall, hitting his head. She said she parked her car and ran to him. She realized he had a worse injury than originally thought, as his knee was cut badly and needed a tourniquet. She put a temporary tourniquet on the man's knee. A police officer then arrived and was able to put a proper tourniquet on the man's knee, and said Kristi was trained correctly on how to do so. The ambulance came and transported him to the hospital. She said the training she received at Bucks prepared her for this incident. She expressed her love for the College and said she has had the most amazing professors. She said she feels more confident than ever after this experience. The Board gave Ms. Dufala a round of applause.

Following the Roll Call, the Chair announced that the Board met last Thursday, March 2 to receive information from the Maher Duessel report, and also met prior to today's meeting, in Executive Session with Solicitor Garton and President Ganther to discuss matters of litigation, personnel and contract matters.

Upon motion by Ms. Fuchs, seconded by Mr. Eisenhart, the Board approved the minutes of the February 9, 2023 meeting.

CHAIR'S REPORT

Mr. Jennings reported that, since receiving the draft audit report in December, he formed a Chair's Committee to deal with the issues. The members include himself, Blake Eisenhart, Ronni Fuchs, and Linda Mannherz. He said they have met frequently, due to the material weakness finding in the audit. Mr. Jennings said they view it as a very serious matter and want to be in the position of correcting it. He said the Committee also engaged an accounting firm to do an assessment of the accounting/finance function, engaging Maher Duessel, a Harrisburg based firm with particular strength in dealing with community colleges. He said the preliminary report from Maher Duessel has identified high priority items to address the audit issues. The board also identified some candidates to serve as an Interim CFO basis who would be addressing the issues on a daily basis. He said Dr. Ganther interviewed a few candidates and selected Mr. Niels Christensen who will be serving in this role over the next several months and perhaps longer. He said there is plenty of work to be done. This committee has now been designated as the Ad Hoc Audit Committee with Trustee Eisenhart serving as chair.

Mr. Jennings then reported that the Finance Committee will be meeting regularly on the third Thursday of the month to address, among other things, budget issues, contract renewals, and certain audit issues. These regularly scheduled meetings will also give the administration time to address any issues prior to agenda review meetings which are held on the first Wednesday of the month. He said he also asked Chairs of the Student Affairs and Academic Affairs Committees, trustees Balukas and Wursta, to reconvene those committees so as to identify some agenda items going forward. Trustee Wursta's committee will also pick up on the sabbatical conversations from last month. In addition, Mr. Jennings said he asked trustee Mannherz to serve as Chair of an Ad Hoc Human Resources committee to assist the administration. Lastly, Mr. Jennings said that in the coming months a committee will be formed to look at the Board By-laws, and perhaps bring some recommendations back to the board early next year. He noted for the public that the board consists of 15 citizen volunteers who have great passion, concern, and affection for the College.

Chair Jennings noted that he recently attended several college events, including the Estee Lauder partnership reception, MLK Dreambuilders Awards, and the Philadelphia Trade Unions Signing Ceremony. He and Dr. Ganther also met with the Chair of the Bucks County Commissioners and meetings with the other two Commissioners are in the process of being scheduled.

In closing, Mr. Jennings reported that the Tuition Increase for FY2024 item under today's Consent Agenda was being pulled and a separate public meeting will be held on March 23 to address this item.

PRESIDENT'S REPORT

President Ganther reported on several events that recently took place at the College:

- On February 22, we hosted a reception celebrating our partnership with Estee Lauder & Temple University. As part of the agreement, Estee Lauder will grant scholarships to students to begin their supply chain management education at Bucks and then transfer to the Fox School of Business at Temple. Upon successful completion of the program, students will be employed by Estee Lauder.
- On February 23, we hosted our signature Black History Month Event, the second annual Dr. Martin Luther King Dream Builders Awards, recognizing four individuals who represent corporate, community, humanitarian, and student achievement. This year's recipients were Adrienne King, Founder and President of The PairUP Society, Dr. Vail Garvin, President and CEO Emerita of the Central Bucks Chamber of Commerce, Karen Downer, President of the Bucks County NAACP, and Lateefat Adewale, President of our SGA.
- On Friday, Feb 24, we hosted West Chester University for a signing ceremony of our new partnership. The partnership guarantees admission and scholarships for our associate degree graduates. Additionally, West Chester will refer their unsuccessful applicants for admissions from Bucks, Chester, and adjacent NJ counties, back to us for an enrollment path to their university.
- On March 6, we held a signing ceremony with the Philadelphia Building Trades at The Gene and Marlene Epstein Campus at Lower Bucks. This is believed to be the first of its kind in Pennsylvania. The 11-week course offers BCCC students the opportunity to study many skilled Building Trades disciplines.

Dr. Ganther then reported that this past week, the Strategic Enrollment Management Team presented their report to the college community. The plan is now being aligned to our Strategic Commitments and 8-10 projects for next year are being developed by the teams. A report will be ready for the April Board meeting.

Bucks received a 2023 CUPPIE Award for the Celebrating Student Success Gala from the College and University Public Relations and Associated Professionals organization, CUPRAP. CUPRAP is an organization of communications professionals from colleges, universities, and independent schools dedicated to advancing the understanding of higher education and enhancing the professional development of its members. The award recognizes the creative pieces associated with the event, links to press coverage, and photos from the event.

Dr. Ganther reported that, in collaboration with Foundations Community Partnership, we are hosting internationally recognized champion for the non-profit sector, Joan Garry, to discuss "Key Attributes of Thriving Nonprofits." Join us March 15 in the Zlock Performing Arts Center from 9 to 11:30 a.m. to hear the 'Dear Abby' of the non-profit sector as she advocates for the success of nonprofits, large and small.

Spring is a busy event season with comedian Tom Cotter in the Zlock (March 10), Foundation Awards Breakfast (March 24), Salute to Mothers Scholarship Tea (April 28), and Homecoming featuring a combination of student, alumni, and community events (April 29).

Dr. Ganther then reported that, since January 2023, we have submitted \$927,800 in grant applications:

- Application to the Bucks County Workforce & Economic Development Office –In-School Youth Program
- County of Bucks Community Development Block Grant application for the Center for Workforce Development’s “Microsoft Office Technology and Customer Service” Certificate and Bookkeeping Certification Programs
- The College partnered with the Bucks County Workforce and Economic Development Grant to PA Department of Labor for the “Near Completers” Grant

President Ganther followed by reporting on several student updates:

- The Centurion student newspaper won a record 18 awards at the 2023 Keystone Media Awards Competition, which is a statewide event. The students swept the General News, Feature Story, and Sports Story categories. They also won the Sweepstakes Award for Division III, which was awarded for the first time. The Centurion has received 160 total Keystone awards with these latest additions. Congratulations to Professor Tony Rogers and his students.
- Our Muslim Student Association held a fundraiser on Monday, February 20 to benefit the victims of the earthquake in Turkey and Syria. Our students made meals native to the region and sold platters to students and staff. Their incredible efforts allowed them to make a \$550 donation to an organization helping in that area. We are so proud of our students for their initiative and grateful to all who contributed to help those in need!
- On Friday, February 24, the Epstein Campus @ Lower Bucks welcomed students from the Center for Student Learning at Pennsbury. Students received information on admissions, career/major exploration, and financial literacy as well as a tour and visit to the Center for Advanced Technologies.
- On Tuesday, February 28, 33 Quakertown High School Students took part in our long-standing Quakertown Day where they got a real feel for Bucks County Community College and the Upper Bucks Campus. Students got to participate in a mini class, a goal setting workshop with our Goals Coach, and have all their questions answered.
- On Monday, March 6, the Upper Bucks Campus welcomed the Academic Deans to meet and mingle with students. This was a wonderful opportunity for students to ask questions

about majors, courses, and share their ideas with the academic leaders. We hope to make this a regular occurrence.

- The student climate survey is currently underway with over 700 respondents so far. The survey will run through the end of March.
- We are honored to host Miss Pennsylvania, Alysa Bainbridge, today, March 9. Her social impact platform is mental health and suicide awareness. She is talking with a few psychology classes and then having lunch with student leaders. The lunch is open to the entire Bucks community.
- We recently hosted the Eastern States Athletic Conference Championship basketball game against Central Penn College. We defeated the Knights by a score of 109-87.
- In other basketball news, Yasir Rowell has been selected as United States Collegiate Athletic Conference 2nd team All- American. Rowell broke the most points scored in one game for Bucks with 46 points.
- This is the first year we will be hosting spring career fairs at all three campuses. We will have employers from PA CareerLink as well as employer partners through our Handshake platform. The fairs will be held on the Newtown Campus on March 30, the Epstein Campus at Lower Bucks on April 5 and at the Upper Bucks Campus on April 12.
- Our Veterans Services area would like to welcome Alan Sigafos as our new faculty career and academic mentor. In this role, Alan will work with our Veterans and Returning Adults Coordinator to provide an additional level of career and academic support. Alan is Veteran and served in the United States Air Force, Air Force Reserves and Delaware Air National Guard for a combined 40 years.

In closing, Dr. Ganther reported that she has been selected as a Top 100 PA Educator. This award recognizes the most powerful educators in the Commonwealth. She has also been selected to receive the Phi Theta Kappa National Honor Society's Paragon Award for New Presidents. The award recognizes college presidents who have shown support of student success initiatives leading to stronger pathways to completion, transfer, and employment.

PUBLIC COMMENT

There was no public comment at this time.

COMMITTEE REPORTS

ACADEMIC AFFAIRS & WORKFORCE DEVELOPMENT COMMITTEE – Phil Wursta,
Chair

Ms. Tracy Timby, Interim AVP for Strategic Partnerships presented on the Public Safety program. She said public safety was the first strategic workforce partnership for the College, formed back in 2000. She said since then, they have trained 1,299,593 students. Of those, 130,456 have been from Bucks County. She said they have done a review of the program over the past months, looking at operations and efficiency. In addition, they have done a revenue comparison since 2021 and have been able to level out the program's revenue, showing not only what was billed, but also what has been collected. Ms. Timby introduced the Executive Directors for the program, Danielle Bains and Matt Hatrak.

Ms. Bains reported that there are two public safety centers located within Bucks County, one in Doylestown and one in Croydon. Ms. Mains gave a breakdown of staffing (15 total), including executive directors, directors, assistant directors, and support staff. She said she and Mr. Hatrak have taken a look at efficiencies and reorganization of the program in the past six months, including realigning executive director duties, staffing evaluations, business processes, student financials, revenue and expense tracking, and transitioning to electronic certificates.

Mr. Hatrak then reported on recurring programs. He said, when they take a look at training in Bucks County, 440 classes are being run with 5,610 student registrations. We are currently running two Bucks Basic Fire Academies with 71 students registered and two Bucks Advanced Fire Academies with 51 students registered. Across the state, he said we are currently running eight Bucks Basic Fire Academies with 87 students registered. We also provide training throughout the entire commonwealth. Mr. Hatrak reported that 4,057 certifications have been issued for FY2023 as of 2/17/23. He said they are seeing an increase in the contracted training area coming out of Covid. Mr. Hatrak closed by reporting on some emerging programs, such as professional remote pilot operations, lithium battery emergency responses, and PTSD awareness for emergency responders.

Trustees asked questions and congratulated them on the progress of the program.

FINANCE & OPERATIONS COMMITTEE – Bill Maeglin, Chair

Mr. Maeglin reported that the finance committee met on March 2. He said they discussed the draft budget preparation for the coming fiscal year, as well as potential adjustments to tuition, and they reviewed and vetted the consent agenda items.

CONSENT AGENDA – Mr. Maeglin, Finance & Operation Committee Chair

The Chair announced that all action items would be considered on the Consent Agenda unless a Trustee requested that an item be removed for specific discussion and individual action. He said, as a reminder, the tuition increase item has already been removed and will be voted on during a special meeting on March 23. There were no requests to remove any other items.

Upon motion by Mr. Wursta and second by Mr. Dancy, the Board of Trustees approved the following items as set forth on the Consent Agenda:

Finance & Operations Committee:

Other Contracts

- Audio/Visual Services for Commencement & Nurse Pinning Ceremonies – APA Music & Pictures
- Computer Equipment Asset Approval – Apple Equipment, Dell, Inc. & Lenovo
- Computer Equipment Financing – Hewlett Packard Financial Services
- Duplicating Equipment Refresh – Canon Solutions of America, Inc.
- New Library System Solution - OCLC

BOARD COMMENT

Trustee Eisenhart asked if the college still has an anonymous employee hotline, and if so, if the board could get an update on what types of calls we are receiving, who is following up, and the actions being taken. Dr. Ganther said she will look into this and report back.

Trustee Farry reported that the Governor gave his first budget address since entering office, and the proposal includes a 2% increase in funding to higher education institutions in the state. He said he also met with the Acting Secretary of Education, who is fantastic. He said they agreed on the importance of affordable education, and that he gave a plug for Dr. Ganther's four-year nursing initiative.

ADJOURN

Upon the motion to adjourn being duly made and seconded, the meeting was adjourned at 11:28 A.M. The next regularly scheduled meeting of the Board of Trustees will be held at the Epstein Campus @ Lower Bucks on April 13, 2023, at 10:15 AM.

William Maeglin, Secretary