



BUCKS COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Date: November 9, 2023

Time: 10:00 AM

Present:

Thomas Jennings, Chair
James Dancy
Broadus Davis, Ed.D. via Zoom
Blake Eisenhart
Jamie Fazzalore
Elizabeth Fineburg
Ronni Fuchs
Shamsul Huda

Linda Mannherz
William Maeglin
Carol Mignoni-Ferguson
Carol Shelly, via Zoom
Philip Wursta, via Zoom
Jeffrey Garton, Esq., Solicitor

Absent: Richard Balukas, Ed.D., Frank Farry, Felicia L. Ganther, J.D., Ph.D., President

Mr. Jennings called the meeting to order at 10:20 A.M. The pledge of allegiance was led by Emily Sabella. Mr. Jennings asked all present to remain standing in honor of our veterans. He then reported that Ms. Sabella is a first semester student and a graduate of Penridge High School. She is an aspiring nurse and an avid Pittsburgh Steelers fan. He said Emily is highly engaged and is participating in all that Bucks has to offer. Emily thanked the Board for what they do for Bucks and noted that the College has become another family for her.

Following the Roll Call, the Chair reported that he spoke with President Ganther earlier in the day and that she was unable to make the meeting. He then asked for a motion to approve the minutes of the October 12, 2023 board meeting.

Upon motion by Ms. Mannherz, seconded by Mr. Eisenhart, the Board approved the minutes of the October 12, 2023 meeting.

Chair Jennings announced that the Board met prior to the meeting, in Executive Session, to discuss contract and litigation issues.

CHAIR'S REPORT

Chair Jennings reported that he and Trustee Fazzalore attended the Scholarship Luncheon on November 8. He said it was a very good program put on by the Foundation, and it was great to hear stories from students as to how the program has benefitted them. He also reported that he attended the graduation for the second cohort of the Building Trades Pre-Apprenticeship program. He said it is good to see the utilization of the CAT building, and the program has a great theme of community. Mr. Jennings then reported that the Presidential Search Committee has been meeting regularly with the consultant. The College Profile is being finalized and the first round of interviews will take place in mid-January. The finalists will be announced

sometime at the end of January or beginning of February and the College will have someone in place on July 1. He said there will be plenty of opportunities for input before a final selection is made. He said there is a page on the website with information and this will be regularly updated. He closed by inviting Provost Kelleway to give the President's Report in Dr. Ganther's absence.

PRESIDENT'S REPORT

Dr. Kelleway reported on some exciting news to add to the impressive AD Nursing licensure exam pass rate; the Practical Nursing program has announced a 100% pass rate for our 2023 graduates. She congratulated Dean Corrigan and the nursing faculty.

She then reported that nearly 200 people attended the 2nd Annual Employee Picnic last Saturday. There were lots of fun-filled activities for kids, ax throwing for adults, live music, and great food. She said the first ever Chili Cookoff winner was Eric Siddell. She also reported that there were over 400 attendees at the Fall Open House on October 29. The event was very interactive with the several departments showing off exciting aspects of their majors.

She also reported that Fall Fests were held at all three of our campuses and were enormous successes. Hundreds of students poured into the quad in Newtown and at our Epstein and Upper Bucks campuses to paint pumpkins, make s'mores, grab apple cider donuts, play cornhole, and more. It was great to see so many students, faculty, and staff enjoying the fall festivities.

Dr. Kelleway noted that the fall sport season has wrapped up for Men's Soccer and Women's Soccer. Men's soccer fell short of making the post season but finished .500 in the Eastern States Athletic Conference. The Women's team finished strong with a two-game win streak and a winning record in the Eastern States Athletic Conference. In addition, the winter sports season has kicked off for our Men's and Women's Basketball programs. Both teams will be heading to Penn State Scranton this weekend for the PSU Scranton Tip Off Tournament.

Dr. Kelleway shared that, under the leadership of Dawn Pullin and Emily Sexton, we've received our second Independence Blue Cross Foundation Grant in the amount of \$25,000. This grant will help continue in our efforts to build our Collegiate Recovery Program.

She then reported that The Business, Innovation, and Legal Studies Department is partnering with the Bucks County Opportunity Council to support qualifying county residents with free tax preparation services. Additionally, the site at the Epstein Campus will be the only BCOC site that is designated to serve Veterans with their unique tax prep needs. The site will operate February 1 through April 15 with Accounting Professor Natasha Johnson serving as the Site Coordinator.

Dr. Kelleway then reported that The Center for Workforce Development was awarded a \$100,000 grant from the PA Dept. of Community & Economic Development to support 15 students in our Metalwork Training Program. In addition, The Center for Advanced

Technologies won the Lower Bucks Chamber's Champions of Commerce Award for Workforce Development. The awards gala will take place on November 16. Also on November 16, our Fire School Graduation will be held on November 16 in the Zlock Auditorium. We have 48 graduates in the basic academy and 16 in the advanced academy.

Dr. Kelleway noted that, on November 17, the Epstein Campus will hold the 3rd Annual Future Ready Conference with Truman High and Bristol High students. She said, there are 120 students registered to learn about the various academic and career opportunities at Bucks. All academic and alternative credit departments are participating in some form or fashion.

She then said the Language & Literature Department announced that Tara Tamburello of Langhorne has been named the 2023 Bucks County Poet Laureate. Tamburello will be reading her poetry on Sunday, November 12 at 1:00 pm in Tyler 142 on the Newtown Campus. The event is open to the college community and the public.

In closing, Dr. Kelleway reported that Community Education and Professional Certification has collaborated with the Arts Department to offer a weekend of arts workshops. She said Community Education is also offering classes on skills in starting a business at the correctional facility in Doylestown.

REMEDICATION UPDATE – Mr. Eric Siddell

Eric Siddell, Project Manager, gave an update on the remediation efforts for Grupp and Founders Halls. He first acknowledged Eric Andrews, Executive Director of the Physical Plant, Art Taylor, Director of Utility Operations, and Niels Christensen, CFO. He said they have been collectively working to further advance the remediation efforts in Grupp and Founders Halls. For Grupp Hall, he said they are soliciting vendors for pricing to move forward with carpet and water station replacements. For Founders, they are working to secure an architect who will put the specs together for the roof and dormers. Chair Jennings asked how Mr. Siddell would describe the progress they are making. Eric said it has been a learning process for the team. He said they meet weekly, and the intent is to implement projects over winter break.

CAT BUILDING UPDATE – Mr. Eric Siddell

Mr. Siddell then gave an update on the CAT Building. He said the building is finished, and they are waiting on engineering services to complete the final contract. He said the goal is to report at the next board meeting that the CO has been issued.

UPPER BUCKS CAMPUS UPDATE – Mr. Kevin Murray

Mr. Kevin Murray gave an update on the Upper Bucks Campus. He said they continue to focus on making students feel welcome and did so this year with New Student Orientation and Welcome Week activities. He also noted their student engagement efforts, with activities such as

fall fest, friendsgiving, winter fest and various presentations on the campus. He said the purpose of these events is to make students feel at home. He noted that the Upper Bucks Campus food pantry helps with food insecurities and opened to all in the community in June of 2022. Mr. Murray also reported on events they offer for local high school students, such as dual enrollment, high school visit days, classroom visits, financial aid nights and Health Sciences Day. Mr. Murray also reported on community events offered, such as Art in the Park. He said new offerings on the campus include a Remote Pilot program and a Paralegal and Legal Studies certificate program, and the Fickes Art Gallery opened this fall. Mr. Murray closed by introducing the Upper Bucks Team, including Jerry Millevoi, Katie Pollack, Heather Aivazian, Kate Kucher and James Gilligan. Trustee Mannherz asked about enrollment at the Upper Bucks Campus. Dr. McCarthy reported that enrollment has been up a little bit over the past two years.

DEPARTMENT OF SOCIAL & BEHAVIORAL SCIENCES – Ms. Samantha Gross

Ms. Samantha Gross gave an update on the Department of Social & Behavioral Sciences. She started by sharing the current active programs in the department. She said there are eight transfer programs, one occupational and one certificate program within the department. The three largest programs in Academic Year 2022-2023 were Criminal Justice, Pre K-4 Early Education, and Psychology Pre-Professional Emphasis. She reported that the department has 18 full-time faculty, 47 part-time faculty teaching this semester, 1,232 total students are enrolled in their programs, and that 8408 seats were occupied in 2022-2023. She also reported on some successful alumni from the department, including the Executive Director of AAPI Affairs in the Governor's office, the Chief of Staff for the Baltimore Police Department, a Hospice Social Worker in Brighton Hospice, and a Masonry Specialist at Gettysburg National Military Park. Ms. Gross reported that the education department has brought in grants from PHMC which help with scholarships and faculty-run workshops for educators in the community. They have also been awarded the right to receive OVR funding for our AAchieve program and received a Paraprofessional Pathways Grant (with BCIU) from the state to train paraprofessionals to work in the classroom. She also reported that several professors from the department advise clubs on the campus, such as the Psychology Club, Bucks Business Association, Future Teachers Organization and the Political Club. Ms. Gross said, with the good work from faculty, the department is also receiving some national recognition for the Online Psychology, Online History and Online Education programs. Ms. Gross closed by noting that the department hopes to have a Disability Studies program and a Holocaust and Genocide Studies program next year.

EXECUTIVE COMMITTEE – Mr. Jennings, Chair

Mr. Jennings reported that the Executive Committee met to select a Presidential Search Firm (selecting RH Perry & Associates) as well as an HR Consulting Firm (selecting Herbein). These are both on the Consent Agenda for ratification.

AUDIT COMMITTEE – Ms. Fuchs

Ms. Fuchs reported that the Audit Committee met with the outside auditors, Maher Duessel, on October 27. She reported that, while the College has taken significant steps, the material weakness finding from last year will not be cleared this year. Mr. Christensen, who was hired in March 2023, has begun the work to bring the systems up to date and independently generate our own financial materials for the auditors, however this will take longer than one cycle to complete. Chair Jennings noted that we should have the audit letter for the December board meeting. Ms. Fuchs closed by noting that the auditors are clear that we will have accurate, reliable financials when their work is complete.

FINANCE & OPERATIONS COMMITTEE – Mr. Eisenhart & Mr. Christensen

Mr. Eisenhart reported that the Finance Committee met on October 19 and received an update from Mr. Christensen on finance department activities, the College's current liquidity, funding considerations by the institution, reviewed policy updates and Consent Agenda items. Chair Jennings noted that we are still waiting for the budget impasse at the Commonwealth level to be resolved so can receive our state funding.

HUMAN RESOURCES COMMITTEE – Ms. Mannherz

Ms. Mannherz reported that the HR Committee met and evaluated four different HR consulting firms, and the recommendation is for Herbein. She said they have begun their work. The goal is to be able to deliver best practices as they relate to staff and faculty. Herbein will provide an organizational effectiveness evaluation of our HR department. Ms. Mannherz reported that until we have supporting processes and adequate staffing in place, there will be a moratorium on reclassifications. She said they will also be focusing on Retirement and Interim policies.

CONSENT AGENDA – Mr. Jennings, Chair

The Chair announced that all action items would be considered on the Consent Agenda unless a Trustee requested an item be removed for specific discussion and individual action.

Upon motion by Mr. Maeglin and second by Mr. Eisenhart, the Board of Trustees approved all items as set forth on the Consent Agenda.

- Ratification of Executive Committee Resolution re: RH Perry & Associates
- Ratification of Executive Committee Resolution re: Herbein
- Tableau Analytics and Visualizations Platform for RADAR (Carahsoft)
- SproutSocial Media Services
- Health Sciences ATI Nursing Readiness Package
- Public Safety Training Center Translation Services – YM Translators
- Health Sciences Refurbished Ultrasound Machine – Fuji Healthcare America

WELCOME CENTER DIRECTION

Chair Jennings reported that, with concern over costs and cash, discussion has taken place regarding our debt service with the Welcome Center bond that closed over a year ago. He said the College is currently obligated to pay between \$450,000 and \$900,000 per year through the year 2042. He said the original concept for the Welcome Center dates back to 2018 or 2019. Due to the College's current financial situation, the Board is considering what to do about this. Mr. Jennings said the funds cannot be used for another project. **Upon motion by Mr. Dancy, seconded by Ms. Fuchs, the Board voted to direct the College Solicitor to prepare a list of options with costs associated so the Board can make an appropriate decision as to how to move forward.**

PUBLIC COMMENT

There was no public comment at this time.

BOARD COMMENT

Chair Jennings reminded trustees to complete the Strategic Planning Process survey by November 30. He also reported that Ms. Christina Kahmar will be leaving the College on December 1. He wished her well in her new position with Project HOME Philadelphia.

ADJOURN

Upon the motion to adjourn being duly made and seconded, the meeting was adjourned at 11:30 A.M. The next regularly scheduled meeting of the Board of Trustees will be held at the Newtown Campus on December 14, 2023, at 10:00 A.M.

Elizabeth Fineburg, Secretary