



BUCKS COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Date: February 8, 2024

Time: 10:00 AM

Present:

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

Shamsul Huda
Linda Mannherz
William Maeglin, via Zoom
Carol Mignoni-Ferguson
Carol Shelly, via Zoom
Philip Wursta

Absent: Frank Farry

Mr. Jennings called the meeting to order at 10:25 A.M. He introduced Mr. Ethan Finkel who led the pledge of allegiance. Ethan is a Business Administration major who is in his second semester at Bucks. Ethan is the president of the Student Engagement Board, which plans and runs activities on campus, and will also be participating in the Centurion Leadership Program this semester. He has a 4.0 GPA after taking 16 credits in the fall.

After the pledge, Mr. Jennings asked for a moment of silence and showed a video in honor of Mr. Otto Grupp, a longtime college trustee who recently passed away at the age of 94.

Following the Roll Call, the Chair asked for a motion to approve the minutes of the December 14, 2023 board meeting.

Upon motion by Ms. Fuchs, seconded by Ms. Mannherz, the Board approved the minutes of the December 14, 2023 meeting.

Chair Jennings announced that the Board met for an information session on January 11, a strategic planning session on January 18, and earlier today in Executive Session to discuss contract matters and other legal issues.

CHAIR'S REPORT

Chair Jennings reported that he attended a building trades advisory committee meeting on January 5 at the CAT building. He said the college continues to make progress with this relationship. He reported that there will be a Responsible Contractor Policy forthcoming, which also fits nicely with those activities.

He then reported that he attended the 3rd annual MLK Awards Program on January 26, which honored three recipients, Billie Barnes for the Community Leadership Award, K. Bernard Tynes for the Corporate Leadership Award, and Erin Lukoss for the Humanitarian Leadership Award. He noted that the invocations by Dr. April Washington, Dean Samantha Gross, and Mr. Kevin Antoine on behalf of Dr. Haroon Rashid, were exceptional.

Chair Jennings then gave an update on the Presidential Search process, which is ongoing. He said the search committee interviewed three contenders and will interview two additional applicants today. He said, due to confidentiality, no names will be shared as of yet.

He then reported that there are two Black History Month events on February 15. There will be a panel on voting rights at 12:00 p.m. in the Gallagher Room, and a discussion about improving communication with police at 6:00 p.m. in the Orangery.

Mr. Jennings closed by reporting that Eric Siddell was unable to attend to give his report on the remediation efforts, but that his report is in the Board Book. He said they continue to move toward satisfying the issues identified. He said this has been a dramatic, rapid turnaround.

PROVOST'S REPORT

Dr. Kelleway reported the following:

- A new electrical program will begin in April. Information sessions are scheduled for February 15 and 27 at 5:30 p.m. at the CAT.
- A new workforce program for Non-Native English Speakers launched in January for Dental Assisting and Pharmacy Technicians. Students learn industry terminology in English specific to the field prior to beginning their career training programs.
- The esthetics (skincare) program started at Upper Bucks County Technical School with seven students. The program cost is \$8,000 and partial scholarships were made available through a donation from the Justamere Foundation.
- On Thursday January 18, the United Way of Bucks County and Corporate College and Customized Training co-hosted NONPROFITS MEAN BUSINESS on the Newtown Campus. This symposium gathered nonprofit business leaders to hear informative speakers, an insightful panel discussion, and great networking opportunities with others in the same industry sector.

Dr. Kelleway reported that Marketing continues to promote the myriad of the College's offerings as well as cultural and community events by utilizing both macro and micro campaigns. She gave an update on two fronts:

- One of the current efforts is working with Continuing Education to promote Kids on Campus (KOC). In January, we produced and mailed 30,000 mailers to geo-targeted homes. We are also running billboards, placing print ads (Bucks Family Magazine Summer Camp's issue, Newtown Township Newsletter), creating entrance banners and cross-promoting KOC on social media.
- In January, we released eight news releases and media advisories, one of which led to Fox 29's *Good Day Philadelphia* producing a five-minute segment on January 18 about Hicks Art Center Gallery's "Construction Time Again" group exhibit currently on view through March 8.

Upper Bucks Campus

- At the Fickes Art Gallery: "Art in Bloom" Exhibition Reception will be held Friday evening, February 16 at 6:00 PM. A portion of the proceeds from the sale of Art will go to the Bucks County Community College Scholarship Fund.
- On March 1 UBC will hold its 1st Annual Future Ready Conference with the Central Bucks School District - and will be open to Upper Bucks schools as well. Students will learn about the various academic and career opportunities at Bucks. All academic and alterative credit departments are participating in some form or fashion.

Epstein Campus at Lower Bucks

- At the Gallery at Lower Bucks Campus: The 11 Annual "Show Some HeART" exhibition opened on Monday January 29. Over 150 pieces of art are on display and for sale. A portion of the proceeds will go to the Bucks County Community College Scholarship Fund.
- The 3rd Annual Health Sciences Career Day will be held on Friday, March 15. High school students will learn about various health care pathways that Bucks has to offer.

Student Affairs

- There are 52 planned recruitment events for Spring (not including Campus events such as open houses) These consist of high school visits, college fairs, small group tours, community events, information sessions, apply days and more.
- Student Life is bustling at Bucks. We started 2024 with New Student Orientations, where over 100 of our new spring semester students and 40 family members joined us at our campuses to prepare themselves for success at Bucks.

- Our Welcome Week was undeterred by the cold and snowy weather! We hosted Welcome Back Bingo, “Unwined & Paint” events at two of our campuses, trivia, a karaoke lounge, ice cream socials, and, of course, our indoor ice-skating rink. All were a huge success and well attended by our students. We had over 1,000 completions in Bucks+ from our students in the first week of classes.
- We had 25 students attend a performance of “A Raisin in the Sun” yesterday at the Bristol Riverside Theater to help celebrate and honor Black History Month. Next week, a group will be going to Upper Bucks for a production of a play called “Mrs. Harrison”, which is taking place at the nearby Montgomery Theater.
- We are hosting a “Happy Hour” for our afternoon and evening students next Tuesday, February 13 from 5:00-6:00 p.m. We are excited to gather for happy hour-themed food (no alcohol, of course) and great company as we look to engage our students who don’t join us until later in the day. All are welcome.
- Our Centurion Leadership Program is beginning today and will run throughout the semester. Student leaders of organizations, members of our National Society of Leadership and Success, and other interested students will be gathering twice a month to learn leadership skills and participate in activities. This semester’s focus will be on service.
- We are excited to announce that Bucks has once again been awarded the PA Hunger Free Campus Grant in the amount of \$60,000. This grant will go toward supporting students struggling with basic needs and food insecurity.

Athletics

- The men’s basketball team is battling for a chance at another conference championship and is currently 2-2 in the ESAC conference with plenty of conference basketball still to play.
- Our women’s basketball team continues their rebuild season and is improving individually and as a team. The Lady Centurions have one win and are looking to take on Manor College on Thursday, February 15.

TUITION AND FEES FOR ACADEMIC YEAR 2024-2025 – Dr. Kelly Kelleway

Dr. Kelleway presented the tuition and fee adjustment proposal for the 2024-2025 academic year. She began by giving the underlying rationale for the proposal, saying that the board elected not to raise tuition or fees for the past four years in the face of challenges such as COVID and

associated decreases in enrollment, significant increases in operating costs, services and materials, and a historic underfunding of community colleges in the Commonwealth. She said the proposed increases represent only one step in the broader strategy to ensure continued financial durability. Next steps include abating incurred institutional costs, containing discretionary costs, and advocating for more equitable funding from government sources. She said assessment of opportunities to help support students with financial needs continues.

The proposed structure

- Increases in-county tuition rate from \$165/credit to \$170/credit.
- Increases out-of-county tuition rate from \$330/credit to \$340/credit.
- Increases college services fee from \$50/student to \$21/credit.
- Introduces an online learning fee of \$5/credit.

Dr. Kelleway noted that these increases are still well under the cap for Pell students.

FACULTY SABBATICAL LEAVE REQUESTS FOR ACADEMIC YEAR
2024-2025 - Dr. Kelly Kelleway

Dr. Kelleway presented the faculty sabbatical report for the 2024-2025 academic year. She said the purpose of the sabbatical is for faculty members to pursue personal professional development and enhance service to the College's mission. To become eligible, faculty must have completed seven years of full-time teaching and must meet established deadlines in the process. Currently, no more than six persons may receive a half-year leave at full salary, and no more than two persons may receive a full-year leave at half salary. The proposals must be approved by the Department Dean, the Faculty Federation, the Provost, and the Board of Trustees. Dr. Kelleway presented sabbatical proposals for the following faculty members: (half-years) Professors Michelle Pentimall, Michael Babij, Toni McCormick, Margaret Montet, Mehul Shah, and Advisor Debbie Zeigler. For the full year, she presented a proposal for Professor Maria Dumalo.

Dr. Kelleway also reported on the 2022-2023 sabbaticals of Professors Debra Geoghan, Jeff Baumeister, Janine Termine, and Daniel Wilkinson. Trustees noted they were impressed with the work done, which they said will help our students.

DEPARTMENT OF HEALTH SCIENCES, DEPARTMENT OF KINESIOLOGY AND
SPORT STUDIES UPDATE— Ms. Constance Corrigan

Dean Corrigan began by introducing a new full-time faculty member in her department, Emma Dudley. She then went on to report on the Health Science department's degree and certificate programs. There are three transfer, six occupational, eight certificate, and two non-credit programs in Health Sciences. For Kinesiology and Sport Studies, there are three transfer and one certificate programs. She said, in Health Sciences, as of the end of the fall 2023 semester, the

student headcount and credits enrolled were both approximately 21% of the overall college enrollment. She said Kinesiology and Sport Studies is a smaller department, with headcount and credits at approximately 2% of the overall college enrollment for each. She presented an income statement for both departments and noted that, for health sciences, there were a significant number of non-credit revenue from practical nursing and nurse aid programs which were inadvertently not included. Dean Corrigan said she will send an updated accounting to the board. Trustees thanked Dean Corrigan for her complete presentation and encouraged the administration to think about how to find ways to help fund these important programs.

EXECUTIVE COMMITTEE – Mr. Jennings

Chair Jennings reported that the Executive Committee met on January 4 to approve the Welcome Center Bond Defeasance Resolution, and the eSignature Grant Resolution. Ratifications for both are on today's Consent Agenda.

AUDIT COMMITTEE – Ms. Fuchs & Mr. Christensen

Ms. Fuchs reported that the College requested an extension for the fiscal year 2022-2023 draft audit until March 31 from PDE. Ratification of this extension is also on today's Consent Agenda.

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

Mr. Eisenhart reported that the initial budget process is underway and that the Welcome Center Bond Defeasance concluded on January 31. He said this will reduce the principal and interest payments annually by \$1 million, and the College will also be getting some money back.

HUMAN RESOURCES COMMITTEE – Ms. Mannherz

Ms. Mannherz reported that the Committee met and Herbein gave a status report on the work that needs to be done in the department. She said the good news is that the College is now positioned to succeed. She said she feels confident that the department will turn around in a year.

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

- SEPTA Bus and Rail Advertising
- Ratification of Welcome Center Bond Defeasance
- Ratification of eSignature Grant Resolution

- Ratification of Draft Audit Fiscal Year 2022-2023 Extension
- Faculty Sabbatical Leave Requests for Academic Year 2024-2025

ACTION ITEMS

The Chair announced that there were two Action Items on the agenda for vote. The first item was the appointment of Rudolph Clarke as the College Solicitor. The Chair asked for a Roll Call vote.

A motion was made by Mr. Dancy and seconded by Ms. Mignoni-Ferguson. A roll call vote was then taken and the motion was approved. The roll call vote was ten in favor, three abstentions (Trustees Fazzalore, Fineburg, and Fuchs (who noted that her abstention was due to a conflict) and one opposed (Trustee Mannherz).

The second Action Item was a vote for Approval of the Tuition and Fees for Academic Year 2024-2024.

Upon motion by Mr. Eisenhart and seconded by Ms. Fineburg, the Board of Trustees approved the Tuition and Fees for Academic Year 2024-2025.

PUBLIC COMMENT

There was no public comment at this time.

BOARD COMMENT

ADJOURN

Upon the motion to adjourn being duly made and seconded, the meeting was adjourned at 11:41 A.M. The next regularly scheduled meeting of the Board of Trustees will be held at the Newtown Campus on March 14, 2024, at 10:00 A.M.

Elizabeth Fineburg, Secretary