



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Date: February 13, 2025

Time: 10:00 AM

Present:

Thomas J. Jennings, Chair
Richard Balukas, Ed.D., via Zoom
James Dancy
Broadus Davis, Ed.D., via Zoom
Tabitha Dell'Angelo, Ph.D.
Blake Eisenhart
Jamie Fazzalore
Shamsul Huda

Carol Mignoni Ferguson, via phone
Ronni Fuchs, Esq.
Adrienne King, via Zoom
Vincent Magyar, Esq.
John Murray, via Zoom
Ed Tokmajian
Peter Amuso, Esq., Solicitor
Patrick M. Jones, Ph.D., President & CEO

Absent: Phil Wursta

Mr. Jennings called the meeting to order at 10:07 A.M. He introduced Mr. Jake Miller, who led the pledge of allegiance. Jake is a first-year student at Bucks majoring in Business Administration. He serves as President of the Bucks Gardening Club and the Collegiate DECA organization. Jake is a Michael G. Fitzpatrick Scholar and is participating in the Centurion Leadership Program. He has a 3.5 GPA and by the end of the spring semester will have completed 32 credits this academic year. Jake plans on transferring to West Chester University where he will major in Finance with the hopes of working at a financial firm in the future. Jake thanked the Board and others in the room for fostering a learning environment and giving students at Bucks an opportunity to succeed.

Following Jake's remarks, Chair Jennings asked for a moment of reflection for 2010 Bucks alumna, Anna Payne. He said Anna contributed extraordinary service to the well-being of patients living with serious illnesses. She was also a model public servant, both elected and appointed, serving constituents in her township and throughout the county. Chair Jennings noted that there would be a celebration of Anna's life later that evening. He also noted that former trustee, Carol Shelly's mother passed away recently at the age of 94.

Following the Roll Call, Mr. Jennings asked for a motion to approve the minutes of the December 12, 2024 board meeting.

Upon motion by Ms. Fuchs, seconded by Mr. Dancy, the Board approved the minutes of the December 12, 2024 meeting.

Mr. Jennings then asked for a motion to approve the minutes of the January 30, 2025 board meeting.

Upon motion by Mr. Magyar, seconded by Mr. Tokmajian, the Board approved the minutes of the January 30, 2025 meeting.

CHAIR'S REPORT

Chair Jennings reported that he and Dr. Jones recently met with the township regarding Swamp Road infrastructure. Also, as he and Dr. Jones continue to meet with legislators, they recently met with Representative Tim Brennan. Chair Jennings then noted that Executive Committee meetings were held on January 6 and February 7, a board information session on January 9, a finance committee meeting on January 16, a meeting with Senator Santarsiero regarding grant opportunities, also on January 16, and the MLK Leadership Awards program on January 23. Chair Jennings and Dr. Jones also met with Representative Brian Munroe on January 23, followed by a meeting with a major donor that day. He noted that the President's mid-year review discussion was held on January 27, and they attended a College Authority meeting on that day. A special board meeting was held regarding the audit review and acceptance on January 30, an HR Committee meeting on February 5, and he and Dr. Jones attended a Central Bucks Chamber Federal Reserve Presentation also on February 5.

PRESIDENT & CEO'S REPORT

Dr. Jones introduced three new additions to the team:

- Dr. Yolonda Udvardy, Director of High School Initiatives
- Chuck Steinmetz, Assistant Vice President, Finance & Controller
- Mike Harris, Chief Operating Officer

He then reported that the new Vice President of Advancement will begin on March 24, 2025, and the College is currently searching for three deans, due to retirements: Dean of STEM, Dean of Arts & Communication, and Dean of Learning Resources.

Dr. Jones then reported on three initiatives:

- The Department of Public Safety Training & Certification was recently reaccredited for five years by Pro Board. Congratulations!
- The College has been officially invited to apply for a Police Academy on campus. The application is being finalized and will be submitted soon. This will be followed by an MPOETC visit to review the college's facilities and another presentation.
- Bucks recently applied for a \$1million grant from the State for dual enrollment. This would be for two years, or \$500,000 per year if we are awarded the full amount. The grant would help provide dual enrollment credit at no cost to students who are of high need, from underrepresented populations, and from rural communities. For both this application and the Police Academy application, we received full support from all our legislators, and county commissioners. In addition, for the dual enrollment grant, we received letters of support from the Executive Director of the IU, all Bucks County

school district superintendents, and the Executive Directors of the three technical high schools.

Dr. Jones then showed Spring 2025 enrollment data as of the end of the third week. The data showed that we are up 2.3% in enrolled credits from the Spring 2025 target, and up 5.9% in enrolled credits compared to the same time last year. We are also up 6.2% in headcount compared to the same time last year, and 5.9% in FTEs compared to the same time last year.

Dr. Jones then shared some recent and upcoming art events on campus:

Recent Events:

- 1/31 Show some HeART held at the Epstein Campus @ Lower Bucks Campus

Upcoming Events:

- 2/13 Reality's Fugue: Virtual Reality Meets Art and Philosophy opening reception @ Hicks Art Gallery Newtown Campus
- 2/21 Spring Art Show @ Fickes Art Gallery @ Upper Bucks Campus (flyer in BOT folders)

Chair Jennings announced that the board met in Executive Session earlier in the day to discuss matters of a legal nature. No action was taken.

PUBLIC COMMENT

There was no public comment at this time.

FACULTY SABBATICAL REPORT FOR ACADEMIC YEAR 2025-2026

Interim Provost Jody Seutter presented the 2025-2026 academic year faculty sabbatical report for the Board's consideration. He noted that sabbaticals give faculty who have met the requirements a chance to further develop their skills and contribute to their disciplines. 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 faculty may receive half year leave at full salary, and no more than two faculty may receive 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. Interim Provost Seutter proposed half year sabbaticals for the following faculty members: Dr. Cecile Kandl, Dr. Erangee Kumarage, Professor Elizabeth Luciano, and Professor Wendy Tumminello. He proposed a full year sabbatical for the following faculty: Dr. Kelly Kelleway (with a waiver of the requirement to have taught a full load the year before the sabbatical is awarded, as Dr. Kelleway is teaching a full load in Spring 2025 and served as Provost during the fall semester).

EXECUTIVE COMMITTEE – Mr. Jennings

Mr. Jennings reported that the Executive Committee met on February 7 to consider two contract items, the timing of which required review before the full board met. Mr. Christensen reported that the first contract is for a digital advertising media buy for a spring marketing campaign, and the second is related to the Tyler Hall roof remediation project, to assess required repair related to storm water drainage. These two items were approved by the Executive Committee on February 7.

Upon motion by Mr. Tokmajian, and second by Mr. Dancy, the Board of Trustees ratified the Executive Committee approvals of the contracts with Beasley Media Group, LLC for digital advertising, and the Tyler Hall Roof Rehabilitation Project Change Order No. 1.

FINANCE & AUDIT COMMITTEE – Ms. Fuchs

Ms. Fuchs reported that the Finance & Audit Committee will review the single audit draft at their meeting on February 20. She noted that this is good news as it is in advance of the March 31 deadline for submission. There is one finding of delayed reporting which does not affect the unqualified audit we received already. Corrective actions have already been put into place for this finding. The single audit will come back to the full board in March for acceptance.

HUMAN RESOURCES COMMITTEE – Mr. Eisenhart

Mr. Eisenhart reported that the Human Resources Committee met on February 5, where updates were given by Drs. Jones & Blanco. Discussion also took place around labor relations matters and HR policy matters. He noted that the committee also reviewed the faculty sabbatical report and recommended it for approval.

CONSENT AGENDA – Mr. Niels Christensen

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. There were no requests.

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

- *Dump Truck – Fred Beans (COSTARS)*
- *Compressor Replacements – Carrier (COSARS)*
- *Hicks Art Center Woodshop Mechanical Upgrade Project – AGH Mechanical, Inc.*
- *Student Engagement Platform Renewal – Suitable*
- *Sabbatical Report for AY2025-2026, including waiver of the requirement pertaining to Dr.*

Kelleway teaching a full load the year before the sabbatical award.

ACTION ITEM – Mr. Niels Christensen

Upon motion by Mr. Eisenhart, and second by Ms. Fuchs, the Board of Trustees approved the following Action Item.

- *LinkedIn Renewal*

BOARD COMMENT

Chair Jennings reminded trustees that, following the meeting, there would be discussion on dual enrollment with President Jones and Interim Provost Seutter.

ADJOURN

Upon the motion to adjourn being duly made and seconded, the meeting was adjourned at 10:44 A.M. The next regularly scheduled meeting of the Board of Trustees will be held at the Epstein Campus @ Lower Bucks on March 13, 2025, at 10:00 A.M.

Shamsul Huda, Secretary