



## BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Date: March 13, 2025

Time: 10:00 AM

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### Present:

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

Ronni Fuchs, Esq.  
Adrienne King, via Zoom  
Vincent Magyar, Esq.  
John Murray  
Ed Tokmajian  
Phil Wursta  
Michael Clarke, Esq., Solicitor  
Patrick M. Jones, Ph.D., President & CEO

Mr. Jennings called the meeting to order at 10:08 A.M. He introduced Mr. Josiah Tomoney, who led the pledge of allegiance. Josiah is a Business Administration major, a work study student, and was on the baseball team last year. Josiah said he will be graduating this summer and hopes to transfer to Bloomsburg University. He said he was grateful he chose to attend Bucks, saying he saved some money, was able to play sports, and created friendships.

Following the Roll Call, Mr. Jennings noted that the Board met in Executive Session prior to the public meeting to receive information on contract negotiations and compliance issues.

Mr. Jennings asked for a motion to approve the minutes of the February 13, 2025 board meeting.

**Upon motion by Ms. Fuchs, seconded by Mr. Dancy, the Board approved the minutes of the February 13, 2025 meeting.**

### CHAIR'S REPORT

Chair Jennings reported that, since the last meeting, the Finance Committee met and reviewed majority of the Consent and Action items on the agenda, exceptions will be noted. He also reported that he, Dr. Jones, and Trustee Fazzalore met with Karen O'Donnell, the College's new Vice President for Advancement. He, Dr. Jones and Trustee Fuchs also attended an American Heart Association charity event in Bristol Borough, organized by Trustee Mignoni-Ferguson. Chair Jennings reported that he and Dr. Jones had a call with AGB concerning board bylaws, Presidential review standards, board training and culture. He said more information on this will be forthcoming in the months ahead. He noted that he and Dr. Jones have upcoming meetings scheduled with Representative Joe Hogan and Representative Perry Warren. He added that the support from all the state delegation for the college's initiatives has been outstanding. Chair Jennings then reported that he and Dr. Jones will join Vice President Timby and Dean Luce for a

State of the Union event sponsored by the Chamber of Commerce and Congressman Fitzpatrick on March 17. He closed by saying that, after the public board meeting, trustees are invited to stay for a conversation with Chief Operating Officer Mike Harris.

### PRESIDENT & CEO'S REPORT

President Jones reported that the College's floral design students entered the Philadelphia Flower Show for the first time and won a PHS (Philadelphia Horticultural Society) Silver Medal. The exhibition was titled "Florists of the Future". He said he had a chance to visit the exhibition, and it was creative, and the execution was brilliant. Dr. Jones congratulated Tracy Timby, Vice President for Workforce & Strategic Partnerships, and Donna Kirn, Executive Director, Community Education.

He then reported that the Men's Basketball team defeated Penn State DuBois on Tuesday by a score of 92-89 in the first round of the USCAA Division 2 Small College National Championship in Buffalo, NY. The team lost last night but will play in a consolation game today for third place. Dr. Jones congratulated Matt Cipriano, Director of Athletics, and Sam Coleman, Vice President of Student Affairs.

He then noted that the President's Honor List for Fall 2024 includes 482 students. To be named to the President's Honor List, students must complete 12 or more credits, earn a grade point average of 4.0, and be in good academic standing for the semester. The Dean's Honor List for Fall 2024 includes 789 students. To be named to the Dean's Honor List, students must complete 12 or more credits, earn a grade point average of 3.5 or above, and be in good academic standing for the semester.

Dr. Jones reported that the College will present to the Municipal Police Officers Education and Training Commission (MPOETC) in June to address the need for an ACT120 police academy on our campus. Dr. Sam Gross is leading our efforts in this area. Dr. Jones noted that Representative Brian Munroe is a member of the MPOETC.

He then reported that Karen O'Donnell will begin with the College on March 24 as the Vice President of Advancement & Alumni Relations, and the Executive Director of the Foundation. He said Karen is a lifelong Bucks County resident and has worked in Advancement in a variety of ways. Dr. Jones added that the Foundation is participating in training with Plus Delta. Plus Delta helps organizations improve advancement operations. He also noted that Andrew States will become the Director of Conference and Events Services, reporting to Chief Operating Officer Mike Harris.

Dr. Jones reported that the State Board for Higher Education is at the point where they are developing their strategic plan. He will attend the Southeastern Strategic Plan Hearing at St. Joseph's University on April 17.

On February 20<sup>th</sup> the House Appropriations Committee held budget hearings for community colleges and PASSHE. Dr. Jones noted that Representatives Kristin Marcell and Timothy Brennan are on the House Appropriations Committee and spoke passionately and knowledgeably about Bucks and community colleges in general. One of the requests from the PACCC is an additional \$5 million for community colleges to train first responders. President Jones noted that this requires a bill, which he reported is being co-sponsored by Representatives Marcell and Perry Warren in the House, and by Senators Frank Farry and Nick Miller in the Senate.

Dr. Jones closed by reporting that the College received a Dear Colleague letter from the US Department of Education. Based on guidance in the letter, the College is tweaking some language in the new Strategic Plan which will take effect in July. He said meetings were held across the campus with faculty and staff to discuss this, and Interim Dean Jackie Burger led the conversation during the Town Hall. The Board will vote on the revised language later in the meeting.

#### PUBLIC COMMENT

There was no public comment at this time.

#### EPSTEIN CAMPUS @ LOWER BUCKS UPDATE – Ms. Rose Cooper

Ms. Rose Cooper, Director of the Epstein Campus @ Lower Bucks, welcomed the Board and gave a presentation on the campus. She said staff and faculty want students to feel welcome and a sense of belonging, and they do so with New Student Orientations and Welcome Week activities in the fall and spring semesters. She said the campus also holds a variety of events throughout the semester to keep students engaged, such as Fall Fest, Halloween parties, Friendsgiving, and Winter Fest to name a few.

Ms. Cooper said staff and faculty are committed to promoting a culture of care for students, offering a Bucks market food pantry, a career closet, work study opportunities, comfort dogs, scholarship information days, and counseling resources. She reported that the campus holds high school recruitment events and connects regularly in the community at events such as Historic Bristol Day, the Lower Bucks Chamber of Commerce Keynote Breakfast, and holds three art shows each year. She reported that the campus holds regularly scheduled political power hours, along with other notable events such as voter registration drives, TMA Bucks/Septa travel training, and BCOC free tax preparation. Ms. Cooper also noted the career and customized training programs available at the CAT building. She closed by introducing the Epstein Campus staff and noting the campus partners.

#### FINANCE & AUDIT COMMITTEE – Ms. Fuchs

Ms. Fuchs reported that the Finance & Audit Committee met on February 20 where they received a faculty federation MOA, information related to the application for capital funding from the state, and the draft FY24 single audit. Dr. Jill Blanco, CHRO, noted that the MOA extends the current faculty contract for two years. Mr. Christensen, CFO, added that the capital funding request is for costs related to deferred maintenance. He also reported that there was a material finding in the audit related to reporting for a single grant, which has been addressed going forward. The audit will be submitted before the March 31 deadline.

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 Mr. Murray, and second by Ms. Mignoni-Ferguson, the Board of Trustees approved all items as set forth on the Consent Agenda.**

- *SEPTA Bus & Rail Advertising*
- *Beasley Media Group, LLC Digital Advertising Media Buy*
- *Zoom Renewal – vCloud Tech, Inc.*
- *Credley Digital Badge & Microcredentialing System*
- *Watermark – Planning & Self-Study Software Maintenance & License Agreement*
- *Microsoft Software Agreement – Crayon Software Experts, LLC*

ACTION ITEMS

The Chair announced that there were five Action Items on the agenda for vote. The first item was a contract for Transact Campus, Inc. The Chair asked for a Roll Call vote.

**A motion was made by Ms. Fuchs and seconded by Ms. Mignoni-Ferguson. A roll call vote was then taken, and the motion was approved. The roll call vote was fifteen in favor, zero opposed, and zero abstentions.**

The second Action Item was the Faculty Federation MOA.

**A motion was made by Mr. Murray and seconded by Mr. Tokmajian. A roll call vote was then taken, and the motion was approved. The roll call vote was fourteen in favor, zero opposed, and one abstention (Trustee Dell'Angelo abstained).**

The third Action Item was the Capital Funding Application Resolution.

**A motion was made by Mr. Magyar and seconded by Mr. Tokmajian. A roll call vote was then taken, and the motion was approved. The roll call vote was fifteen in favor, zero opposed, and zero abstentions.**

The fourth Action Item was the Acceptance of the FY2024 Single Audit.

**A motion was made by Mr. Tokmajian and seconded by Ms. Fuchs. A roll call vote was then taken, and the motion was approved. The roll call vote was fifteen in favor, zero opposed, and zero abstentions.**

The fifth Action Item was the FY2026-2028 Strategic Plan Revisions.

**A motion was made by Mr. Dancy and seconded by Mr. Wursta. A roll call vote was then taken, and the motion was approved. The roll call vote was ten in favor, five opposed (Trustees Balukas, Dell'Angelo, Eisenhart, Huda, and King voted no), and zero abstentions.**

#### BOARD COMMENT

Chair Jennings reminded trustees that, following the meeting, there would be a trustee-only discussion with President Jones and Chief Operating Officer Mike Harris.

#### ADJOURN

Upon the motion to adjourn being duly made and seconded, the meeting was adjourned at 10:47 A.M. The next regularly scheduled meeting of the Board of Trustees will be held at the Newtown Campus on April 10, 2025, at 10:00 A.M.

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Shamsul Huda, Secretary