



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Date: October 9, 2025

Time: 10:00 AM

Present:

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

Carol Mignoni Ferguson
Ronni Fuchs, Esq.
Adrienne King
Vincent Magyar, Esq.
Ed Tokmajian
Phil Wursta
Michael Clarke, Esq., Solicitor
Patrick M. Jones, Ph.D., President & CEO

Absent: John Murray

Mr. Jennings called the meeting to order at 10:16 A.M. He introduced Bucks students Sierra Kunigus and Kris Samosudova, who led the pledge of allegiance. Sierra and Kris were recently featured in the College's Day of Giving video. The Day of Giving was on September 25 and was a day dedicated to online fundraising, building awareness, and celebrating the Bucks community through social media engagement. Karen O'Donnell, Vice President for Advancement & Alumni Relations and Executive Director of the Foundation, noted that the \$10,000 Day of Giving goal was surpassed. Sierra is a science major and is in her fourth semester at the College. She's also the founder and president of the Astronomy Club and the SGA Secretary. Kris is an international student majoring in Multimedia and Digital Arts. She has been at Bucks for two years and currently works as a Centurion Lader in the Academic Success Center. Following the pledge of allegiance and introduction of the two students, the Giving Day video was shared with the Board.

Following the Roll Call, Mr. Clarke noted that the Board met in Executive Session prior to the public meeting to discuss litigation, personnel issues and potential litigation.

Mr. Jennings asked for a motion to approve the minutes of the June 12, 2025 board meeting.

Upon motion by Mr. Tokmajian, seconded by Ms. Mignoni-Ferguson, the Board approved the minutes of the June 12, 2025 meeting.

Mr. Jennings asked for a motion to approve the minutes of the August 21, 2025 special board meeting.

Upon motion by Mr. Dancy, seconded by Mr. Magyar, the Board approved the minutes of the August 21, 2025 special board meeting.

PUBLIC COMMENT

There was no public comment at this time.

CHAIR'S REPORT

Chair Jennings reported that the President's review was completed in June, and the Board met in July to discuss his FY26 goals. He said the Board also engaged an environmental health and safety firm in July, who reported their findings at the special meeting in August. Mr. Jennings noted that the Board did not have a retreat over the summer due to scheduling conflicts and is planning to hold one in January instead. He also reported that the Board committees met over the summer as needed, and that the Student Success Committee held its inaugural meeting last week. He closed by noting that the annual Conflict of Interest forms were in the Board folders, along with important policies and a prior memo on confidentiality.

PRESIDENT & CEO'S REPORT

Dr. Jones began by welcoming everyone to the first Board Meeting of the new academic year.

He then introduced Lisa Burgess, Dean of STEM, who started on July 1, and who has more than 25 years of higher education experience as an educator and administrative leader. He reported that Dean Burgess served in numerous capacities at Broward College, as a professor of biological and physical sciences and coordinator for faculty professional development, and served as the Assistant Director for the Center for Teaching & Learning at Boston University. Dr. Jones noted that Dean Burgess brings a strong background in collaborating with industry partners and four-year institutions to develop clear academic and career pathways for STEM students. She holds an associate degree in Biological Sciences from Broward College, a Bachelor of Science in Biological Sciences from Florida Atlantic University, a Master of Science in Pharmaceutical Sciences from the University of Florida, and a Master of Science in Biotechnology from John Hopkins University.

Dr. Jones also introduced Dr. Yolonda Udvardy, Interim Vice President for Enrollment Management. He noted that she was the prior Director of High School Initiatives at BCCC, served as Director, Continuing & Professional Studies at Delaware Valley University, and held various roles at Drexel University including Academic Advisor & Program Coordinator, Assistant Director of Academic Services/Academic Counselor, and Assistant Director of Student Services/Academic Advisor. Dr. Udvardy holds a Bachelor of Science in Biological Science & Technology from Drexel University, a Master of Science in Education: Science of Instruction from Drexel University, and an Ed.D. in Educational Leadership: Higher Education Administration from Delaware Valley University.

Dr. Jones then reported that, although enrollment numbers are not yet finalized due to three different fall modular starts, he can say that credits, FTE's and new student enrollment numbers

are all up year over year. He also reported on several recent and upcoming events/meetings as follows:

RECENT EVENTS/MEETINGS

- Summer was busy, with several moves and facilities improvements, including flooring updates, Centurion student newspaper, and testing relocations, Gateway and Admission Suite enhancements, and the addition of air conditioning in the woodshop.
- On August 14 there was an agreement signing with Stockton University.
- On August 18, there was a sign unveiling at The Epstein Campus @ Lower Bucks.
- The Vet Tech Program launched this fall in partnership with Upper Bucks Technical High School.
- On August 28, there was a Hicks Arts Center Gallery Opening. This is a Faculty Emeriti Arts Exhibition and runs through October 25.
- On September 3, there was a launch of the agreement between Bucks and Wrexham University in Wales.
- On September 10, the Municipal Police Officers' Education and Training Commission met at Villanova and subsequently approved a Municipal Police Academy launch at Bucks.
- On September 19, there was an opening reception at the Lower Bucks Art Gallery. The exhibition is titled Ebb and Flow and runs through December 11.
- On September 26, there was an opening reception at the Fickes Art Gallery at the Upper Bucks Campus. The exhibition is titled Show of Shows and runs through October 31.

UPCOMING EVENTS/MEETINGS

- On October 18, the Fall Open House will take place at the Newtown Campus from 11:00 a.m. to 1:00 p.m. Over 450 people are currently registered.
- The Central Bucks Chamber Emergency Services Awards Dinner will be held on October 26, and the College will be represented at this event.
- The Upper Bucks Campus and Epstein Campus at Lower Bucks will both serve as polling places on Election Day.
- Senator Frank Farry helped get a grant to hold a Fire I Co-Op with high school students from Lower Bucks, at the Lower Bucks Public Safety Training Center. A similar program will run at the Upper Bucks Technical High School.
- The first Amazon Web Services data center in PA will go live across from the Keystone Trade Center, where we have leased a classroom. We are the first community college in PA to offer information infrastructure training with a four-week program, paid by Amazon. They will provide the curriculum and will pay the students. This training will take place from March 30 to April 24, 2026.

- Our Bucks County College Access Network, which is our intensive dual enrollment program, is up and running. Every public high school in Bucks County has students enrolled in this program.
- Flu shot clinics will be held at all three campuses during the week of October 20, sponsored by BCHIP and Giant.

Dr. Jones closed by noting some additional updates:

- Thank you to the Bucks County Commissioners for their funding advance to the College in light of the PA Budget Delay.
- The Academic Success Center has once again achieved the highest level of tutor training certification from the internationally recognized College Reading & Learning Association (CRLA). The center was renewed for all three levels of certification – basic, advanced, and master – affirming our commitment to excellence in tutor training and student support. Earning all three levels is rare among community colleges, as it requires years of dedication and rigorous evaluation.
- The Early Learning Center was notified that they will receive a 25-26 Keystone STARS Continuous Quality Improvement Award from the PA Department of Human Services and the Office of Child Development and Early Learning. The ELC is a STAR 4 center, the highest level, based on the Dept of Human Services' annual licensing requirements and inspection, evidence of adhering to the Keystone STARS performance standards and continuous quality improvement. Along with this award, they will receive \$3,500, which can be used for programing and management costs, professional development, and partnerships with families and communities.
- Over the summer, Beth Brower completed the Association for Governing Board's (AGB's) online Board Professional Certificate Program. This AGB-exclusive certificate program offers a deep dive for board professionals who want to take the next step in enriching their own learning and supporting their institution. The curriculum is based on more than 100 years of research, best practices, and thought leadership.

NEW FACULTY INTRODUCTIONS

Interim Vice President for Academic Affairs, Dr. Gerard O'Sullivan, asked the academic deans to introduce the following new full-time faculty members: for STEM, Sheridan Goodwill, Dr. Patrick Phelps, June Wallace, and Dr. Radhika Ramjee; for Health Sciences, Taylor Werner; for Arts & Communications, Mary Henderson; for Business, Innovation and Legal Studies, Mark Winans; for Language & Literature, Dr. Paula Raimondo, and Mary Timmins; and for Learning Resources, Andrew James Gottesman.

ENVIRONMENTAL HEALTH & SAFETY UPDATE – Mr. Harris

Mr. Mike Harris, COO provided an environmental health and safety initiatives update. He reported that, on August 21, Mr. Jerry Roseman from Occupational Health Consulting Services presented his Assessment Report of Bucks County Community College's environmental health initiatives from 2023-2025 to the board at a public meeting. He said, on the same day, President Jones sent out a message to the Bucks community with a link to a copy of the entire report. On September 5, a Town Hall was held that was attended by approximately 80 staff and faculty, where Mr. Roseman addressed questions related to the report. Mr. Harris reported that, since September 5, the following initiatives have also been undertaken:

- On September 22, a new Facilities Management and Work Order system (Brightly) went live, which will improve project reporting and preventative maintenance schedules;
- Inspection, cleaning and operational assessment of the air handling systems in Founders Hall and the Library are being conducted with Controlled Environmental Technologies;
- Large scale radon testing was conducted in Tyler Hall, Science Building, the Upper Bucks and Lower Bucks campuses;
- Plans are underway for the design and renovation of the Shipping/Receiving building, the Boiler House, the Rollins Mechanical Room, and Founders Hall Drainage issues;
- A new HVAC/Air Handling system was installed in the Hicks Woodshop Studio;
- Carpeting and flooring replacements were completed in Gateway Building, Links Pavilion, and Rollins Testing Center;
- Dr. Jill Blanco and Mr. Harris met with the College's Workers' Comp provider, MEMIC, to discuss resources, assessments, and training related to Risk Management;
- Dr. Blanco and Mr. Harris are reinvigorating and expanding the Safety Teams Working Group to create and promote a Culture of Safety on campus;
- Mr. Roseman joined the Safety Teams meeting as an advisor, has continued to tour the campuses and assist in creating an Environmental Health and Safety office.
- The following email: EHS@bucks.edu is available for everyone in the community and provides an opportunity and pathway to report concerns.

Mr. Harris closed by saying his team continues to pursue and implement environmental health and safety initiatives for the health and safety of the entire Bucks community.

FINANCE COMMITTEE – Mr. Tokmajian & Mr. Christensen

Mr. Tokmajian reported that the Finance Committee met in August to get ahead of the challenges that community colleges expected to face due to the PA budget delay. He thanked the County Commissioners for advancing their January 2026 payment to the College. He said Mr. Christensen continues to closely monitor the situation and consideration of additional funding

options that may be necessary. Mr. Tokmajian said, at the October 1 meeting, the Committee reviewed the College's current financial outlook, received updates on the year-end close, and discussed the status of the audit. He noted that there were several items on this board agenda, some of which were approved over the summer by the Executive Committee, in an effort to proactively manage contract approvals and improve forecasting. He said the Finance Committee will meet monthly to stay on top of its fiscal responsibilities.

GOVERNANCE COMMITTEE – Ms. Fazzalore

Ms. Fazzalore reported that the Governance Committee met on October 1 and reviewed the Committee Charter and Work Plan for the coming year, Policy 1.1 Board of Trustees Responsibilities, Policy 1.3 Ethics, the Annual Conflict of Interest Disclosure Form, and a prior memo from the solicitor regarding confidentiality. She noted that the policies, Conflict of Interest Form and memo regarding confidentiality were in each trustee's folder. She reported that signature of the Annual Conflict of Interest Form was moved to October to better align with the new academic year and asked that trustees send their signed forms to Beth by October 15. Ms. Fazzalore then reported that the committee discussed opportunities for trustee education, including planning for an upcoming retreat in the winter.

STUDENT SUCCESS COMMITTEE – Ms. Fuchs

Ms. Fuchs reported that the inaugural meeting of the Student Success Committee took place on October 1. She said the committee will take on the work of what was previously the academic affairs and student affairs committees. Ms. Fuchs noted that this is the model that AGB recommends for committee structures. Throughout the year, the committee will look at new programs being instituted by the College, as well as courses which may need to be phased out. She said the goal is to get those on a schedule for the year. Ms. Fuchs said the committee will also look at metrics that really illustrate how the College is doing. She said, one of the things they learned was that there are metrics that we must report to federal government every year which are more geared toward four-year institutions, and don't tell the story of community colleges. She said the committee will look at what metrics are meaningful for Bucks and will present those throughout the year.

RATIFICATION OF SUMMER EXECUTIVE COMMITTEE APPROVALS– Chair Jennings

The Chair announced that, as approved by the full Board in June and as indicated in the Board Bylaws, the Executive Committee met over the Summer to approve items of urgency. He asked for a motion and second to ratify the following summer approvals by the Executive Committee:

- *Controlled Environment Technologies, Inc.*
- *New Programs of Study*
 - *Film, Photography & Digital Arts (1214)*

- *Paramedic (2211)*
- *Health Occupations (2208)*
- *Maher Duessel Letters of Engagement*
- *YuJa Enterprise Video Platform*
- *Occupational Health Consultation Services*
- *TRANSFRVR, Inc – Virtual Reality Training Headsets*
- *E Plus Technology – Hitachi Hardware*
- *New Era Technology – Telecom Equip Maintenance Service Renewal*
- *MOU Between BCCC & BCCC Foundation*
- *CrowdStrike Antivirus/Endpoint Protection*

Upon motion by Mr. Magyar, seconded by Ms. Fuchs, the Board of Trustees voted unanimously to approve the Summer Approvals by the Executive Committee.

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

- *Website Redesign & Development – Madison Ave. Collective*
- *Outfront Media Contract*
- *Beasley Media Group Annual Agreement*
- *Internet Services Provider Contract Extension – Crown Castle, Inc.*
- *Occupational Health Consulting Services Contract Amendment*
- *Question Mark Assessment Software Renewal*
- *Health Sciences ATI Nursing Readiness Package*

BOARD COMMENT

Trustee Dancy said he was at the Newtown Farmers Market last weekend, and a Bucks alumnus was working there. He said he commented on what a great experience he had at Bucks and was very complimentary about the education he received while attending the College.

Trustee Magyar noted that the Ad Hoc Bylaws Subcommittee met over the last few months. He said he is putting together the recommendations and would be sending them to the committee for comments. They will then be circulated to the full board before a vote.

Trustee Tokmajian said he attended the Ebb and Flow art gallery opening @ the Gallery at Lower Bucks. He said it was a nice event and encouraged other trustees to attend.

Chair Jennings closed by thanking Kris and Sierra for attending the full BOT meeting.

ADJOURN

Upon the motion to adjourn being duly made and seconded, the meeting was adjourned at 11:17 A.M.

Jamie Fazzalore, Secretary