



## BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Date: December 18, 2025

Time: 10:00 AM

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Present:

Thomas J. Jennings, Chair

James Dancy

Broadus Davis, Ed.D., via Zoom

Blake Eisenhart

Jamie Fazzalore

Shamsul Huda

Carol Mignoni Ferguson, via phone

Ronni Fuchs, Esq., via Zoom

Adrienne King

Vincent Magyar, Esq.

John Murray

Ed Tokmajian

Phil Wursta

Peter Amuso, Esq., Solicitor

Patrick M. Jones, Ph.D., President & CEO

Absent: Richard Balukas, Ed.D., Tabitha Dell'Angelo, Ph.D.

Mr. Jennings called the meeting to order at 10:16 A.M. He introduced Meghan Brogan and John Kirby, who led the pledge of allegiance. Meghan is a U.S. Air National Guard civil engineering specialist whose early career began with enlistment in 2023, followed by Basic Military Training at Lackland Air Force Base, Texas, and technical training in water and fuels systems engineering at Sheppard Air Force Base. Assigned to the 201st RED HORSE Squadron at Biddle Air Guard Base, PA, she supports mission operations by maintaining and repairing potable water systems, fuel storage and distribution infrastructure, and ensuring compliance with environmental and safety standards. Still building experience toward her 5-level upgrade, she is committed to mastering her Air Force Specialty Code and contributing to unit excellence. Meghan is set to graduate from Bucks County Community College with an Associate of Science degree in December 2026. She serves as Student President of the Veteran's Club, committed to strengthening a community among military-affiliated students. Meghan lives in Bucks County with her family.

John is a retired U.S. Army Infantryman and First Sergeant whose 22-year career included multiple combat deployments, senior leadership roles across Europe and the Middle East, and training responsibilities ranging from platoon sergeant to senior military science instructor at Princeton University's Army ROTC program. After retiring in 2023, he graduated Summa Cum Laude from Bucks County Community College with an Associate of Arts degree. He now serves as the College's Veteran & Military Connected Student Coordinator, supporting veterans and their families through education and transition services. John lives in Bucks County with his wife, Angela.

Megan and John thanked the board for inviting them to lead the pledge of allegiance and noted it was a privilege to be there.

Children from the Early Learning Center, led by Director Jo Ann Eckley, then visited the meeting and shared holiday songs with trustees and guests.

Following the Roll Call, Mr. Jennings noted that the Board met in Executive Session prior to the public meeting to discuss litigation, and to receive contract information. He said the Board also met for an Information Session on October 30 to receive information from the President and others on IT needs and issues. No deliberations occurred and no votes were taken.

Mr. Jennings asked for a motion to approve the minutes of the October 9, 2025 board meeting.

**Upon motion by Ms. Fazzalore, seconded by Mr. Murray, the Board approved the minutes of the October 9, 2025 meeting.**

#### PUBLIC COMMENT

Mary Arndtsen, identifying as a resident and taxpayer of Bucks County, provided public comment. She thanked the board for their service to the community and said she appreciated their governance and oversight of the college and for the time it takes to serve on the board. She then asked trustees to investigate and request evidence of the administration's adherence to the college's shared governance model and how the college has addressed issues raised during the June 2025 board meeting by two faculty members and in an October 9<sup>th</sup> Herald article related to governance and retaliation concerns. She asked the board to engage with staff and faculty to get their perspectives related to hiring practices, perceived threats against faculty and staff, perceived lack of transparency for FOI A requests, faculty and staff who have left the college or perceived to be pushed out, and perceived non responsiveness by union leadership to their members, all of which she said she sees as ongoing issues. She said everyone has a duty to hold each other accountable and provide checks and balances.

#### CHAIR'S REPORT

Chair Jennings thanked the board's four standing committees and the staff that support them. He said all have met since the October meeting, and the Finance Committee met on three occasions since that time. Chair Jennings said the IT session on October 30 was very good and gave an overall sense of the IT needs of the College. He thanked Dr. Jones, Mike Harris, and Joe Shannon for putting on an excellent presentation that will inform the board's actions on IT issues going forward. He thanked the board for their willingness to meet on January 13 for a retreat. He said he thinks this will help address the evolution of the board over time to better serve the community as well as continue to exercise oversight of the College. He noted that the revised bylaws which are on the meeting agenda is a good example of moving forward. Chair Jennings reported that advocacy efforts with the County of Bucks have resulted in some additional funding which will help alleviate the need for a tuition increase. He then reported that they expect to have the audit report from the outside auditor within the next couple of weeks. The Finance Committee will review the draft documents on January 19, and there will be a special

board of trustees meeting sometime thereafter to receive the Finance Committee report as well as to take action to accept and authorize the filing of the audit.

### PRESIDENT & CEO'S REPORT

A video which was created by the College's Marketing and Communications Department was shared with the Board. The video showcases the College in 60-seconds.

President Jones then gave a funding update, thanking the Bucks County Commissioners for the additional funding mentioned by the Chair, which will alleviate the need for a tuition increase. He said state funding is flat for the year, although costs to operate the College have increased.

He then reported on recent and upcoming meetings:

- 11/18 – British Parliament – Select Committee on Welsh Affairs – House of Commons
- 1/22 – MLK Awards in Gallagher Room 5-7pm

Dr. Jones then gave the following updates for the fall semester:

- Fall 2025 Graduates: 164
  - 140 Associate Degrees
  - 24 Credit-Bearing Certificates
- President's Honor List: 1,079 - earned 12 or more credits, with a GPA of 4.0, and were in good academic standing for the semester.
- Dean's Honor List: 907 - earned 12 or more credits with a GPA of 3.5 or higher with no grade below C and were in good academic standing for the semester.
- Fall Enrollment:
  - Headcount: (6,435) which is flat year over year
  - Credits: +2.7%
  - FTE: +2.7%
  - Digging into the Data:
    - New Student Headcount +5.7%
    - Dual Enrollment Headcount +7.2%
    - Our student body is now skewing more toward Dual Enrollment and new students.
    - Our strategy is to increase Dual Enrollment students and help them complete the Associate Degree before continuing to a four-year institution for their baccalaureate. Doing so would save them and their families a lot of money.
    - Regarding overall enrollment, we are trending in the right direction if we can retain our new students and matriculate the Dual Enrollment Students upon High School graduation.

- Winter Session: As of 12/15 (Start Date) – Headcount & Credits +17%
- Spring Semester: As of 12/15 – Headcount +14%; Credits +13%
  - Classes begin January 21, February 9 & March 23

Dr. Jones then introduced Dr. Yolonda Udvardy, who gave an update on Dual Enrollment. Dr. Jones noted that Dual Enrollment is a service to the County and an enrollment imperative for the College. Dr. Udvardy reported that, for fall 2025, participation increased across the county, with strong overall enrollment and early momentum. She reported that the state grant funding for dual enrollment significantly expanded access and reduced barriers for students and families. She also noted that the Bucks College Access Network is not a single program; it's a strategic early college ecosystem, connecting K-12 partnerships to long-term student success and institutional stability. Dr. Udvardy closed by reporting that the spring semester is set for significant expansion, including more courses, more access, and more students earning meaningful college credit.

#### ENVIRONMENTAL HEALTH & SAFETY UPDATE – Mr. Harris

Mike Harris, COO, provided an environmental health and safety initiatives update. He said the following actions have taken place since the last report at the October 9<sup>th</sup> BOT meeting:

- The expanded Health and Safety Working Group convened, which consists of 20 Bucks stakeholders, including faculty, staff, and administrators, who will meet monthly to address overall risk management and building safety issues and promote a culture of safety on the campuses. The members are listed on the Bucks EHS webpage. Jerry Roseman from Occupational Health Consulting Services and The MEMIC Group, the College's workers' compensation provider, will serve as the trainers and technical advisors. The next meeting is scheduled for January 9<sup>th</sup>;
- Multiple meetings have taken place with faculty and staff members to listen, discuss, investigate, and conduct on-site assessments of reported concerns;
- Assessment, testing, cleaning, and remediation projects in various buildings have been initiated and will take place through Spring 2026;
- Safety measures and improvements in academic and lab spaces have been facilitated;
- Reporting and investigation tools and protocols are being explored to continue to improve communications and information sharing;
- The email address: [EHS@bucks.edu](mailto:EHS@bucks.edu) is available to report any health and/or safety concerns.

Mr. Harris closed by saying initiatives will continue to be pursued and implemented for the health and safety of the entire College community.

FINANCE COMMITTEE – Mr. Tokmajian & Mr. Christensen

Mr. Tokmajian reported that the Commonwealth passed the FY26 budget on November 12. He said, thanks to Niels Christensen’s leadership, the College was well prepared for any potential impact on financial operations. He said, fortunately, the College did not need to pursue any borrowing or incur any associated costs. Mr. Tokmajian said, as reported earlier in the meeting, the College received additional funding from the County to avoid any increase in tuition. He said the finance team has been busy advancing work on the new Student Information System, which is on today’s agenda. He said there are also several Consent Agenda items, which have been thoroughly reviewed by the Finance Committee. In addition, he said the team has made solid progress on the year-end financials as well as the single audit, while also working on personnel development within the department. As noted earlier, Mr. Tokmajian said the committee is meeting on January 19 to review the final draft financial year-end audit with a recommendation for action by the full board. Mr. Christensen added that he expects both the year-end financials and the single audit to be filed by January 31 deadline.

GOVERNANCE COMMITTEE – Ms. Fazzalore

Ms. Fazzalore reported that the Governance Committee met on December 11. She said the committee had a productive discussion about creating a board resource database and planning a robust new trustee orientation for later in the spring.

STUDENT SUCCESS COMMITTEE – Ms. Fuchs

Ms. Fuchs reported that the Student Success Committee met on December 11 and discussed success rates in entry level courses of particular interest. The committee will be following up with Dr. O’Sullivan on plans to take steps to further address these issues.

ACTION ON REVISED BCCC BYLAWS – Mr. Magyar

Mr. Magyar reported that Bylaws Ad Hoc Committee, which was established earlier in the year to review the standing bylaws and make recommendations on updates, met on July 9, August 13, and September 10. He said they looked at recommendations from third party resources such as AGB, and bylaws from other community colleges in the region. He said the committee presented a draft of the updated bylaws to the full board along with a short summary of the proposed changes. Those updates are on today’s agenda for vote by the full board.

Trustee Eisenhart noted that he has great respect for his fellow trustees and has concerns about adopting these bylaw revisions at this time. He said the proposal would allow any individual trustee to file a complaint for review by the Governance Committee, yet it doesn’t appropriately

define procedures to ensure fairness and due process. He said he thinks the Board should first agree on procedural requirements and safeguards before considering the final adoption of this bylaw provision. He said he would be in favor of the provision if these procedures were in place.

Mr. Magyar noted that some of these concerns are already covered in the Bylaws, such as adhering to the Conflict of Interest and Ethics policies. He said the Governance Committee would be tasked with the specific procedures for due process, and the Bylaws address the requirement for parliamentary authority, which lays out due process and other rights, so there is a fundamental fairness to this process. He said these procedures would also be fleshed out in the Committee structure.

**A motion was made by Mr. Magyar and seconded by Dr. Davis to approve the revised BCCC Bylaws. A roll call vote was then taken, and the motion was approved. The roll call vote was twelve in favor and one opposed.**

ACTION ON ELLUCIAN COLLEAGUE SAAS CONTRACT – Mr. Christensen

Mr. Christensen reported that, over the past several months, the College has been reviewing the possibility of migrating from Workday Student Information System to Ellucian SaaS Student Information System and has determined that it is appropriate to move forward with the agreement with Ellucian. He noted it is a ten-year agreement, and that the implementation will occur over the next 18 to 24 months. He said they have been able to assure that it will be cost neutral to the College as it relates to the full contract.

**A motion was made by Mr. Tokmajian and seconded by Mr. Murray to approve the Ellucian Colleague SaaS Contract. A roll call vote was then taken, and the motion was approved. The roll call vote was thirteen in favor and zero opposed.**

CONSENT AGENDA – Mr. 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. Fazzalore, and second by Dr. Davis, the Board of Trustees approved all items as set forth on the Consent Agenda.**

- *Recission of Policy 1.23 Non-Resident Tuition*
- *Program Fees for FY27*
- *Qminder Queue Management System*
- *Element 451 CRM*
- *APA Music + Pictures*

- *Carrier Air Compressor Replacement – Science Center*
- *Dane & Son Founders Hall Roof Drainage & Grade Restoration Improvement*
- *Parchment Digital Certificate Overage*

BOARD COMMENT

Mr. Tokmajian noted that, as a former student of Bucks, he is excited to see the international program the College has with Wrexham University. He also mentioned that he served as a judge at the DECA event that was held a few weeks ago. He thanked the staff, saying it was a well-run event, and was the largest attendance for that event. He noted it is a great opportunity for students across the county to get a feel for BCCC. Chair Jennings closed by congratulating Mr. Tokmajian on his election to the Bensalem Township Council and wishing everyone happy holidays.

ADJOURN

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

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Jamie Fazzalore, Secretary