



## BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Date: April 9, 2026

Time: 10:00 AM

---

Present:

Thomas J. Jennings, Chair  
Richard Balukas, Ed.D., via Zoom  
James Dancy  
Broadus Davis, Ed.D., via Zoom  
Jamie Fazzalore  
Shamsul Huda  
Carol Mignoni Ferguson  
Ronni Fuchs, Esq.

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

Absent: Blake Eisenhart

Mr. Jennings called the meeting to order at 10:09 A.M. He introduced Rachelle Dennis, who is a Dual Enrollment student from Truman High School. Rachelle is currently taking EDUC100 (Foundations of Education). She plans to pursue a degree in Nursing once she graduates from high school this spring. Ms. Dennis noted that taking dual enrollment classes at Bucks has been an amazing experience and that she has learned a lot from the program. She thanked the Board for inviting her to lead the pledge of allegiance.

Following the Roll Call, Mr. Clarke noted that the Board met in Executive Session prior to the public meeting to discuss matters involving personnel, litigation, and collective bargaining.

Mr. Jennings then asked for a motion to approve the minutes of the February 12, 2026 board meeting.

**Upon motion by Mr. Murray, seconded by Ms. Fuchs, the Board approved the minutes of the February 12, 2026 meeting.**

### PUBLIC COMMENT

There was no public comment at this time.

### CHAIR'S REPORT

Chair Jennings reminded trustees that there is a list of upcoming events in the Board Book. He then congratulated the College on the recent Parent Pathways Grant announcement. Mr. Jennings noted that there is an Open House at the Newtown Campus on Saturday, April 11, and at the Upper Bucks and Lower Bucks Campuses in the following weeks. He then reported on the

BCHIP Annual event on April 23, where the College will receive the Distinguished Partner Award. Mr. Jennings also noted that the PACCC Annual Board of Directors meeting was held on April 7 and he attended virtually. He closed by reminding trustees of a civics program at the College on April 15 related to the book Bowling Alone, and of the Salute to Mothers Scholarship Tea on May 1, which he encouraged trustees to attend.

### PRESIDENT & CEO'S REPORT

Dr. Jones began by reporting that The Centurion, the College's Student-run Newspaper, won 18 Awards in the 2026 Student Keystone Media Contest. They have received over 200 awards in the contest since 2010. He congratulated Tony Rogers & the entire Centurion Newspaper staff.

The President then noted that the PA State Board of Higher Education recently posted its first ever Strategic Plan. Dr. Jones encouraged all to read it. He then reported on some recent and upcoming events:

### RECENT EVENTS/MEETINGS

- 3/30 – Dr. Lynette Kuhn, Deputy Secretary and Commissioner for Postsecondary and Higher Education visited to announce the Parent Pathways Grant recipients. The grant will help parents achieve their goal of attending college and earning a credential.
- 4/7 – PACCC Annual Meeting in Harrisburg

### UPCOMING EVENTS/MEETINGS

- 4/11 – Open House - Newtown Campus 11am to 1pm
- 4/15 – Open House – UBC 6 to 7:30 pm
- 4/22 – Open House – LBC 6 to 7:30 pm
- 5/1 – Salute to Mothers Tea – 1pm Tyler Tent
- 5/19 – Fire School Graduation – 7pm Newtown Gymnasium
- 5/20 – Nursing Pinning – 6pm Newtown Gymnasium
- 5/21 – Commencement – 10am & 2pm Newtown Gymnasium

Dr. Jones then gave an enrollment update:

- Spring 2026 (as of 3/23/2026) – Enrolled Credits are at 108.9% of the target
  - +3.0% in Enrolled Credits
  - +2.6% in Headcount (+15.7% in New Student HC)
  - +3.0% in FTE
- Summer 2026 (as of 4/07/2026)
  - +21.0% in Enrolled Credits
  - +9.0% in Headcount
  - +21.1% in FTE

Dr. Jones then introduced Stephen Guckin, who was recently hired as the Director of Bucks County Community College's Municipal Police Academy. He said Steve has over 40 years of experience in law enforcement, training, and public service. He retired as a Lieutenant from the Philadelphia Police Department, where he led academy training operations, supervised recruitment development, and managed state and federal training grants. Steve also contributed to statewide curriculum development through MPOETC. Following his police career, Steve continued his work in public safety and education at Drexel University, focusing on policy development, compliance, and training. He also serves in ministry and education roles within the Archdiocese of Philadelphia. Steve holds a Master of Legal Studies from Drexel University and advanced law enforcement leadership training from Northwestern University.

President Jones closed by announcing that the AWS Information Infrastructure Pre-Apprenticeship Training Program will have its culmination ceremony on April 24.

#### EPSTEIN CAMPUS @ LOWER BUCKS UPDATE

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 have 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 year 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, a holiday helper event, and counseling resources. She reported that the campus holds high school recruitment events, such as student visits, future ready conferences, and a guidance counselor breakfast. She also noted that Erica Waller-Hill is the Goals Coach at the campus, and she regularly works with students to get career-ready and to focus on retention and graduation. Ms. Cooper also noted the career and customized training programs available at the CAT building and the Amazon Web Services Infrastructure Pre-Apprenticeship (12PA).

#### 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 February 12<sup>th</sup> BOT meeting:

- As part of monthly meetings, he and Dr. Jill Blanco convened the expanded Health and Safety Working Group on March 6th, and the next scheduled meeting is April 10th. This group of Bucks stakeholders, including faculty, staff, and administrators, meets with the Environmental Health and Safety consultant and the MEMIC Group to review incidents, address overall risk management, and implement safety and risk mitigation initiatives; they are currently focused on rolling out PPE and Safety Gear to the crews;

- The Founders Hall air handling system assessment and maintenance project is finishing up, and the team will be starting the Founders Hall drainage and landscape modifications project, to continue to improve conditions.
- The original flooring in the Intermediate Unit was replaced in March, and the team is in planning and design stages for multiple other projects.
- Safety measures and interventions in the Welding Lab of the CAT Building were implemented by adding downdraft tables and designing electrical improvements.
- As part of the integrated approach to addressing EHS-related issues, the “Environmental Health and Safety Investigator” tool is being launched. This will allow members of the Bucks community to submit their concerns in more detail, will initiate interactions with the Operations team, and will give updates on the reported problems, providing another level of transparency and communications. Mr. Harris then gave a demonstration of the tool.

Mr. Harris closed by saying they continue to pursue and implement environmental health and safety initiatives for the health and safety of the entire community.

#### EXECUTIVE COMMITTEE – Mr. Jennings

Mr. Jennings reported that the Executive Committee met twice recently. At a meeting on March 5th, the Committee voted to approve a revised Responsible Contractor Policy. He said the - Policy was originally approved in September 2024 based on the County’s Responsible Contractor Ordinance. Mr. Jennings noted that the County had recently revised the Ordinance, so this action by the Board will ensure that the College Policy is again in full accord with the County Ordinance. In addition, the College Policy must be included with any applicable procurement documents, including those published prior to the next Board meeting.

**Upon motion by Mr. Tokmajian, seconded by Ms. Fazzalore, the Board of Trustees voted unanimously to ratify the action of the Executive Committee to revise the Responsible Contractor Policy.**

Mr. Jennings then reported that, consistent with the Bylaws, the Executive Committee met a week prior (April 2<sup>nd</sup>) to discuss the President’s Review process. This was also discussed in Executive Session prior to the meeting.

#### FINANCE COMMITTEE – Mr. Tokmajian & Mr. Christensen

Mr. Tokmajian reported that Cherry Bekaert is in the final stages of their organizational review, and the Finance Committee plans to review the recommendations at their next meeting. He said

they continue to make steady progress with Mr. Christensen in strengthening accounting operations, including establishing some goals around timely monthly reconciliations. He said the Committee anticipates presenting a resolution at the May board meeting related to upcoming deferred maintenance bonds. They are also looking at potentially refinancing existing bonds. Mr. Tokmajian reported that the proposed FY27 Budget is included in the Board materials. He thanked the County Commissioners for their support, including the additional \$1 million a year in funding. The expected state appropriation remains stable. He said the budget also reflects anticipated contractual increases and increased healthcare costs. He said the revenue outlook continues to be stable, especially considering the enrollment challenges impacting higher education. He said they are maintaining a disciplined approach to expenses, carefully reviewing project bids to make sure they align with expectations and continuing to consolidate technology and software services. The Committee recommends approval of the FY2027 budget as presented. Mr. Tokmajian also noted that the consent agenda items listed have been reviewed and recommended for approval by the committee.

**Upon motion by Mr. Murray, and second by Ms. Fuchs, the Board of Trustees approved the FY2027 budget as presented.**

GOVERNANCE COMMITTEE – Ms. Fazzalore & Ms. Brower

Ms. Fazzalore asked if anyone interested in serving on the Executive Committee should let Ms. Brower know by April 30<sup>th</sup>. The Committee will consider names submitted in addition to others on the Board and report back to the Board with recommendations. She said nominations from the floor, if any, may be made at the June meeting. She also asked that anyone who has not completed the Statement of Financial Interests please do so and turn them in to Ms. Brower. Ms. Fazzalore reported that the Committee has worked on revising New Trustee Orientation and she asked Ms. Brower to give an update. Ms. Brower added that the New Trustee Orientation Schedule provides a comprehensive, structured approach to onboarding new trustees. It includes self-paced pre-orientation materials, an in-person session on key topics, and ongoing engagement opportunities throughout the year. She noted that the schedule is grounded in best practices from the Association of Governing Boards of Universities and Colleges (or AGB), which is widely regarded as the gold standard in higher education governance. The goal is to help ensure that all new trustees are well-prepared to serve in their roles. Ms. Brower closed by noting that the schedule is included in the board book and is on the portal with the Governance Committee materials.

STUDENT SUCCESS COMMITTEE – Ms. Fuchs & Dr. Blatt

Ms. Fuchs reported that the Student Success Committee met the prior week. She said they discussed the ongoing development of a portfolio review of courses so that informed decisions can be made, and current and historical student enrollment in courses can be examined. She said the Committee also reviewed a new program, a Certificate in Tattoo Art, which is on the agenda for approval. Dr. Carolina Blatt, Dean of the School of Arts and Communication gave an

overview of the new program. Dr. Blatt noted that the tattoo art is a multi-million-dollar industry and all indications are it will continue to grow. She said the industry is very loosely regulated. She noted there are pockets where it is regulated, such as Philadelphia and New Jersey, and that there is legislation in the pipeline in Pennsylvania regarding regulation. She said this program is designed to meet the standards outlined in that legislation. She said the program focuses on safety and health throughout all the coursework and includes courses in design, business and marketing. Dr. Blatt noted that start-up costs for the program are relatively low.

**Upon motion by Mr. Wursta, and second by Ms. Fazzalore, the Board of Trustees approved the Certificate in Tattoo Art and related course fees.**

APPROVAL TO POSTHUMOUSLY AWARD AN ASSOCIATE DEGREE – Dr. Jones

The Chair called upon Dr. Jones to present a cause for awarding an academic degree. Dr. Jones noted that a Bucks County Community College student, Andrew Goldberg, passed away recently. He said Andrew was majoring in Business Administration and was on track to graduate this May. Dr. Jones reported that all the criteria related to Policy 2.21 Awarding Degrees Posthumously have been met, and he recommended that the Board posthumously award the Associate of Arts Degree in Business Administration to Andrew Goldberg, class of 2026.

**Upon motion by Ms. Fazzalore, and second by Mr. Wursta, the Board of Trustees approved to posthumously award the Associate of Arts Degree in Business Administration to Andrew Goldberg.**

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 Mr. Tokmajian, and second by Mr. Dancy, the Board of Trustees approved all items as set forth on the Consent Agenda.**

- *Wireless Electronics – Motorola Radio Purchase*
- *Critical Response Group – Campus Mapping*
- *LRA+I - Solicitation & Contract Admin Services*
- *QPI - Welding Lab Electrical Improvements*
- *Adobe Creative Cloud License Addendum*
- *Datto Services Cloud Backup & Recovery Renewal*
- *Freshservice IT Help Desk*
- *Computer Equipment Lease Financing*
- *Lightcast Analyst Labor Market Data Renewal*
- *Teamflect Performance Management*

Board of Trustees  
April 9, 2026

Page 7

BOARD COMMENT

Mr. Tokmajian congratulated the Bucks students who received scholarships to West Chester University and noted that one of the students is from Bensalem.

ADJOURN

Upon the motion to adjourn being duly made and seconded, the meeting was adjourned at 11:03 A.M.

---

Jamie Fazzalore, Secretary