



## BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus

Date: June 9, 2016

Time: 1:30 P.M.

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### PRESENT:

James Dancy, Presiding  
Dr. Frederick Breitenfeld Jr.  
Blake Eisenhart  
Frank Farry  
Frank Fazzalore  
Elizabeth Fineburg  
Elizabeth Graver  
Otto Grupp III

William Maeglin  
Carol Mignoni-Ferguson  
Garney Morris  
Thomas Skiffington  
Philip Wursta  
Jeffrey Garton, Esq.  
Dr. Stephanie Shanblatt

ABSENT: Frederick Gudknecht and Carol Shelly.

Mr. Dancy called the meeting to order at 1:35 PM and announced that earlier in the day the Board of Trustees met in executive session to discuss real estate, labor relations and personnel matters.

Upon motion by Ms. Fineburg, seconded by Mr. Grupp, the minutes of the May meeting were approved.

### CHAIR'S REPORT

There was no report from the Chair.

### PRESIDENT'S REPORT

Dr. Shanblatt encouraged the audience to attend the Plein Air Festival on Saturday from 10 AM to 4 PM on the Newtown Campus. The Festival celebrates the conclusion of a week-long Plein Air painting event across the county. The highlight of the day will be the exhibition and sale of the artists' work done during the festival week. There will be something for everyone with fabulous music, tasty food truck options and great art.

The President noted that the campus will be transformed tomorrow evening for the very popular Tyler Tasting Party. Sponsored by The First National Bank & Trust of Newtown, the event features more than 30 of the area's finest food and beverage establishments. Also on the agenda

this year are a dueling piano show, juried artwork from the Plein Air Festival and a premier Silent Auction. The fun begins tomorrow evening at 6 PM right here.

Dr. Shanblatt extended congratulations to Dr. Charlie Groth, Language & Literature faculty, who has been invited to participate in an author's workshop sponsored by the University Presses of Illinois, Mississippi and Wisconsin, as well as the American Folklore Society. She also thanked faculty members Greg Luce and Jackie Burger for their work in coordinating the Faculty of the Future Conference which brought faculty from many colleges in the northeast region to campus on Friday, June 3.

Interim Provost Catherine McElroy thanked Interim Dean Samantha Gross for her outstanding work during the spring semester on behalf of the Social & Behavioral Science Department.

#### PUBLIC COMMENT

There was no public comment.

#### COMMITTEE REPORTS

##### ACADEMIC, STUDENT & TECHNOLOGY COMMITTEE - Thomas Skiffington, Chair

Dr. Jenell Bramlage presented a report which outlined the Strategic Initiative projects funded for the 2016-2017 academic year. These projects are designed to move the college toward fulfillment of a specific strategic direction or college goal. The Foundation will fund four projects totaling \$41,000; they include Open Educational Resources, Bring Your Own Device, Peer Mentoring and Monarch Butterfly Plant Habitat. The college will provide \$75,000 in funding for projects such as Virtual Incubator Network, MyViewBook and pilot efforts in job development and internal marketing.

Next Dr. Bramlage reviewed the components of the recent mission review session examining resource utilization. The mission review process brings key individuals together in a cross-campus forum to ensure that a comprehensive review of assessment results is conducted and used to guide planning. In the human resources area, results indicated that the college serves the campus community through outreach in wellness initiatives, professional development and tuition waivers/assistance. The financial review demonstrated the overall strong position of the college with continuing significant contributions from grants and Foundation.

Improved business practices were evident in the administrative operational areas as a result of leveraging technology. Major facilities additions and enhancements have been funded and decreased utility costs were the result. Efforts to improve accessibility and campus safety have also been a major focus. Although enrollment has declined paralleling overall industry trends, staff continue to innovate by implementing new methods to attract and retain students.

Overall students are very satisfied with the education they receive at the college as evidenced by scores increasing over time in each measure of specific satisfaction. 91% were satisfied/very satisfied with the quality of instruction and 95% would recommend Bucks to a family or friend. Moving forward future the focus will be on: minimizing the financial burden for students, introducing alternative program scheduling to attract adult learners, implementation of the recommendations from the ADA report, continued development of a plan for deferred maintenance as well continued efforts to improve service and increase the fund balance.

CONSENT AGENDA – William D. Maeglin, Chair, Finance Committee

Mr. Dancy announced that all action items would be considered on the Consent Agenda. Trustees were advised that if discussion was requested on any item, that item would be removed from the Consent Agenda. There were no requests to remove items from the agenda.

**Upon motion by Mr. Maeglin and second by Mr. Skiffington, the Board of Trustees approved the following Consent Agenda items as presented:**

- **Bid Awards**
  - **Duplicating paper to Contract Paper Group, Inc. for \$2,273 per ream.**
  - **Science Center Security Cameras to Deterrent Technologies, Inc. for \$42,333.**
- **Other Contracts**
  - **Fire sprinkler inspection contract to Anaconda, Inc. for \$24,750.**
  - **Telephone switch maintenance contract to Comstar, Inc. for \$186,300.**
  - **Trash and recycling contract to George F. Leck & Sons for \$29,000.**
- **Sole Source Contracts**
  - **Building automation system repair contract to Siemens Industry, Inc. for \$19,950.**
  - **Canvas LMS license renewal to Internet 2 for \$110,334.49 per year for a term of 5 years.**
  - **Adobe Creative Suite software license renewal to Adobe Software, Inc. for \$68,580 per year for a term of 3 years.**
- **Property and liability insurance annual renewal to Arthur J. Gallagher & Company for \$855,979.**
- **Resolution to refinance bonds issued in 2008.**
- **Curricular action to deactivate Program of Study #3173 Office Skills Accelerated Certificate.**
- **Executive Committee to act on behalf of Board of Trustees during the summer months.**
- **Renaming of Penn Hall as Jean H. Grupp Hall in consideration of the donation made by Otto Grupp III.**

**Upon motion by Mr. Maeglin and second by Ms. Fineburg, the Board of Trustees approved the amendment and restatement of the employment contract of President Stephanie Shanblatt for a 5 year term through June 30, 2021, with an annual salary of \$200,000 beginning July 1, 2016.**

BOARD COMMENTS

Mr. Dancy recognized Dr. Frederick Breitenfeld, Governance Committee chair.

Dr. Frederick Breitenfeld presented the proposed slate of Board officers for 2016-2017 as recommended by the Governance Committee.

<b>Chair</b>	<b>Thomas Skiffington</b>
<b>Vice-Chair</b>	<b>Dr. Frederick Breitenfeld</b>
<b>Secretary</b>	<b>Elizabeth Fineburg</b>
<b>Asst. Secretary</b>	<b>William Maeglin</b>
<b>Executive Committee</b>	<b>Garney Morris</b>

Mr. Dancy called for any nominations from the floor. There being none, Mr. Dancy called for a motion to close nominations. Dr. Breitenfeld so moved with a second by Ms. Fineburg.

**Upon motion by Dr. Breitenfeld, seconded by Mr. Maeglin, the Board of Trustees voted unanimously to elect the slate of officers as presented.**

Mr. Dancy thanked the trustees for the privilege of serving as Chair for the past two years. He also expressed appreciation to the staff for their support. He wished Mr. Skiffington and the incoming slate of officers well in their new roles.

Mr. Grupp acknowledged the strong service and contributions of Mr. Dancy during his term of office. President Shanblatt presented a gift to Mr. Dancy and thanked him on behalf of the entire college community for his commitment and service to the college.

ADJOURN

Upon the motion being duly made and seconded, the meeting was adjourned at 2:25 PM. The next regularly scheduled meeting of the Board of Trustees will be on September 8, 2016 at 1:30 PM on the Newtown Campus.

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Elizabeth Fineburg, Secretary