



BUCKS COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Lower Bucks Campus

Date: May 10, 2018

Time: 11 A.M.

PRESENT:

Thomas Skiffington, Presiding
David Breidinger
James Dancy
Frank Farry
Frank Fazzalore
Elizabeth W. Fineburg
Blake Eisenhart
Elizabeth Graver
Otto Grupp III

William Maeglin
Linda Mannherz
Carol Mignoni-Ferguson
Garney Morris
Carol Shelly
Philip Wursta
Jeffrey Garton, Esq.
Dr. Stephanie Shanblatt

ABSENT: all present.

Mr. Skiffington called the meeting to order at 11:05 AM 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 Mr. Fazzalore, seconded by Mr. Grupp, the minutes of the April 2018 meeting were approved.

CHAIR'S REPORT

Mr. Skiffington announced that this evening at the Spring Mill Manor the YWCA will honor women across the county who make a difference in our community. Included among them is our own President Shanblatt who will be recognized for her efforts in empowering women. The audience joined the Chair in congratulating the President.

PRESIDENT'S REPORT

Dr. Shanblatt reported that last week at their annual breakfast, the United Way presented the college campaign team with the *Campaign Volunteers of the Year Award*. The award recognizes the creative work of a team in support of a UW campaign. Winners use best practices,

imaginative special events and strong communication plans to involve their colleagues. Led by Rodney Altemose, the team included Jim Sell, Lynn Bintliff, Kathy Rose, Amy Balbi and Kathi Fedorko. Additionally the college was designated a Spirit of Bucks Organization, a designation given to organizations that contribute over \$10,000. Finally, retired Associate Provost Catherine McElroy was honored with the Kelton Service Award, recognizing an individual who has made a significant contribution to the goals of the United Way of Bucks County.

The President shared information on the webinar conducted by the Business Studies Department for NACCE members on May 21. The presentation, *Make the Connection – from Technical High School to a Bachelor’s and Beyond*, was accepted for presentation at the NACCE National conference in Fort Worth in October.

President Shanblatt announced that to meet the demand for more skilled workers, the college has partnered with the Independent Electrical Contractors Chesapeake, a nationwide trade association, to offer an electrical apprenticeship program starting this fall. The training includes technical instruction that is a part of the IECC registered apprenticeship program. The Upper Bucks Campus will be the site for the program. The four-year program will enroll up to 25 students each year. Information sessions are scheduled where representatives from the IECC and the college will answer questions about the apprenticeship.

Dr. Shanblatt reminded the audience of the upcoming Plein Air Festival beginning on June 4, when artists from across the nation will converge on the county to capture its beauty on canvas. Tyler Tasting follows on Friday evening, June 8 beginning at 6 PM at Tyler Hall. This promises to be another great event with its Great Gatsby theme.

In conclusion, the President recapped spring campus activities including student concerts, art exhibits and award luncheons. Yet to come is the 52nd annual commencement a week from today when we will welcome more than 500 new graduates into the ranks of our alumni. We are honored this year to have Dr. Christopher Fiorentino ‘73, President of West Chester University and a Bucks alum, as our keynote speaker. We will also recognize two professors emerita and three outstanding alumni. We look forward to a wonderful evening for our graduates and their families.

PUBLIC COMMENT

There was no public comment.

COMMITTEE REPORTS

GOVERNANCE COMMITTEE – Elizabeth Graver, Chair

Ms. Graver presented the proposed slate of Board officers for 2018-2019 as recommended by the Governance Committee.

Upon motion by Ms. Graver and second by Mr. Farry, the Board of Trustees approved the following slate of officers as recommended by the Governance Committee:

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|----------------------------|-------------------------------|
| Chairman | Elizabeth Fineburg |
| Vice-Chairman | William Maeglin |
| Secretary | Philip Wursta |
| Assistant Secretary | Carol Mignoni-Ferguson |
| Executive Committee | Garney Morris |

ACADEMIC, STUDENT & TECHNOLOGY COMMITTEE – Elizabeth Fineburg, Chair

Jason Mayland, Vice President Technology and Innovation, presented a report on Spring 2018 enrollment. The four major drivers of enrollment in the county are all trending in a manner that contributes to the enrollment decline being experienced. These drivers include total population, age distribution, annualized unemployment and public school enrollment.

The downward trend in both students and aggregate credits continued in Spring 2018 but with lower declines than experienced in recent years. While enrolment is stabilizing, continued decline is anticipated because of the impact of the major drivers. An encouraging trend is the increased numbers of 18-19 year olds enrolled which is indicative of improved effectiveness of local recruiting. Moving forward, efforts are ongoing in several areas to bolster enrollment. These include increased student engagement through telephone campaigns, increased text outreach and more enrollment and recruiting events.

Next Mr. Mayland reviewed data on financial aid utilization by students. While some volume indicators are trending downward, corresponding to decreases in enrollment, financial aid continues as a critical factor enabling many of our students to continue their educational pursuits. 61.3% of those enrolled receive some form of aid and 16.3% receive Pell funds. Totaling \$17,000,000 during 2016-2017, the majority of financial aid dollars are sourced through federal funding with the balance coming from the state, scholarships and institutional funds. The college continues to have the lowest student loan default rate of Pennsylvania's fourteen community college.

James Sell, Executive Director, Epstein Campus at Lower Bucks, reported on programs and activities at the campus. The campus enrolls 900 students in credit programs including business, criminal justice, liberal arts, radiography and medical lab technician. Non-credit programs in

EMT, GED prep, information technology and workforce training are also offered. The campus connects regularly with local school districts through varied curricular and extra-curricular programs and activities. Community affiliations include Silver Lake Nature Center, Dow Chemical, Lower Bucks Hospital and Rotary Club of Bristol. The campus enriches the cultural and intellectual life of the community through events such as Star Party, Gallery showings, the Start Me Up Challenge and serving as a site for Fresh Connect weekly product distribution.

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

Mr. Skiffington announced that all action items would be considered on the Consent Agenda. Trustees were advised that if discussion were requested on any item, that item would be removed from the Consent Agenda.

Upon motion by Mr. Maeglin and second by Mr. Morris, the Board of Trustees approved the following items as presented:

- **Other Contract Awards**
 - **Architectural & engineering services for Advanced Manufacturing Training Center to DIGSAU, Inc. for \$671,840.**
 - **Security cameras for Founders Hall renovation to ADI Global Distribution for \$28,098.**
 - **Architectural & engineering services for Portable 7 renovation to Alliance Architecture, Inc. for \$31,600.**
- **Change Orders**
 - **Founders Hall Renovation**
 - **Heating for mechanical rooms to Tri County Mechanical for \$23,210.**
 - **ITS data cabling to Pinnacle Electric for \$23,275.**
 - **Furniture to Corporate Environments for \$56,418.**
 - **Landscape architecture design services for Newtown campus to Wallace, Roberts & Todd for \$30,670.**
- **Other Actions – Finance Committee**
 - **Salary change for administrative staff consisting of 1.5% cost of living increase and 1.5% merit increase based on annual review.**
 - **Increase administrative staff salary scale by 2.5%.**

BOARD COMMENTS

There were no board comments.

Board of Trustees
May 10, 2018
Page 5

ADJOURN

Upon the motion being duly made and seconded, the meeting was adjourned at 11:25 AM. The next regularly scheduled meeting of the Board of Trustees will be on June 14 at 11 AM on the Newtown Campus.

William D. Maeglin, Secretary