



## BUCKS COUNTY COMMUNITY COLLEGE

### BOARD OF TRUSTEES MEETING

Upper Bucks Campus  
Date: November 14, 2019  
Time: 1:30 P.M.

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#### PRESENT:

Elizabeth Fineburg, Presiding  
Carol Mignoni-Ferguson  
Elizabeth Graver  
William Maeglin  
Linda Mannherz,

Garney Morris  
Thomas Skiffington  
Philip Wursta  
Jeffrey Garton, Esq.  
Dr. Stephanie Shanblatt

ABSENT: David R. Breidinger, James Dancy, Blake Eisenhart, Frank Farry, Frank Fazzalore, Otto Grupp III and Carol Shelly.

Ms. Fineburg called the meeting to order at 1:30 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. Graver, seconded by Ms. Mannherz, the board approved the minutes of the October meeting.

#### CHAIR'S REPORT

The Chair reported that there were wonderful reports regarding the 20<sup>th</sup> anniversary celebration held at the Upper Bucks Campus. Ms. Fineburg thanked all responsible for the continued success of this campus including the faculty, staff and trustees. She shared a video of the event highlighting remarks by President Emeritus James Links and Trustee Betty Graver.

#### PRESIDENT'S REPORT

Dr. Shanblatt shared information on faculty and staff activities. Associate Professor Maria Dumlao was invited to produce a public art installation for a 4-day festival in Auckland, New Zealand, celebrating the country's voyaging heritage and acknowledging the first onshore encounters between Māori and Europeans in 1769. Maria's exhibit in late-October featured a series of interactive digital prints exploring the cultural history of New Zealand.

Center for Workforce Development staff members Sue Herring and Stephanie Wenger presented to the Mid-Atlantic Steel Fabricators on November 6 in Philadelphia. Attendees from the tristate

region learned about workforce pipeline programs and customized training capabilities offered by the college.

Donna Wilkoski, Interim Executive Director Enrollment Services, has been appointed to the PA State Grant Advisory Committee as a representative of community colleges. Appointees serve in an advisory capacity to the PHEAA Board of Directors in setting the formula that determines Pennsylvania State Grant awards and in making recommendations for policy and regulation changes that impact student eligibility.

The college has offered some exciting events recently including the “Spotlight on Bristol Borough Business Icons” panel sponsored by the Department of Business + Innovation in partnership with the Bristol Borough Economic Development Committee. The panel featured four longstanding business owners in Bristol Borough including Trustee Carol Mignoni Ferguson.

The Department of Business + Innovation also partnered with Stacks Co., and the Arts and Cultural Council to offer “#entrepreneuring – Your Art, Your Business”. More than 40 attendees met with leading experts in the areas of website optimization, email marketing, branding, storytelling and business law.

The Center for Workforce Development at Bucks County Community College welcomed the business community to a free seminar on “Thriving in a Multi-Generational Workplace.” A keynote speaker and panel discussion empowered attendees to build a culture that produces a competitive advantage for their organizations and maximizes employee productivity and workplace satisfaction.

Floral design students created wreaths that were installed at Washington Crossing National Cemetery to commemorate Veterans’ Day. The arrangements were placed to honor 87 veterans who died unclaimed and were laid to rest in the cemetery. The event is part of the “Flowers for Eva” initiative which seeks to address the problem of veterans dying alone.

On October 17, Professor Kathi Knight and her students, along with volunteers from the Neshaminy Creek Watershed Association, began planting more than 350 native plants along the Covered Bridge Trail in Tyler State Park. The Covered Bridge Trail Forest Restoration project is funded by a total grant of more than \$33,200 obtained through the collaborative efforts of the college along with local and state partners.

Finally, there is good news from our nursing programs. 100% of the 2019 LPN class passed the NCLEX licensing exam and the pass rate to date for our RN graduates is 89%.

#### PUBLIC COMMENT

There was no public comment.

## COMMITTEE REPORTS

### ACADEMIC, STUDENT & TECHNOLOGY COMMITTEE – William Maeglin, Chair

Donna Wilkoski, Interim Executive Director Enrollment Services, presented an update on fall enrollment. Enrollment comparison from October 2018 showed a 2.85% decline, which was close to the drop predicted by college data analytics staff. The decline is primarily related to low unemployment and declining number of high school graduates. Current student population remains high in the 18-24 year age group. The low high school graduate pool is expected to persist for some time in the future.

Enrollment Services staff has adopted a number of strategies to reach out to our potential applicant pool and encourage enrollment. Text messaging appears to be the best method for reaching students but email and robo calls are also utilized. In person visits to the Hub and Call Center activity offer significant opportunities to communicate directly with students. Staff members work to maintain a community presence through events such as placement testing in schools, financial aid information nights and high school recruiting visits. Dual Enrollment participation is increasing through the combined efforts of Admissions and Academic Affairs. Neshaminy, Bensalem, Pennsbury and Pennridge are the high schools from which we continue to attract significant numbers of students. Staff will continue broad and targeted outreach efforts while working with Marketing to develop effective advertising campaigns and increase use of social media tools.

Next, Rodney Altemose, Executive Director Upper Bucks Campus, recapped the 20<sup>th</sup> anniversary celebration and thanked all for their support over the years. Rodney remarked that he is working with Con Ed and Workforce staff to bring more programs to the campus. Recent new offerings were successful which is indicative of community interest. Students are able to complete all Gen Ed requirements at the campus and avail themselves of online and Newtown classes to complete their degree requirements. The campus continues to have strong ties with the community and has recently hosted events including a suicide prevention walk and a chamber of commerce outreach program. Students are active in providing service and this year the Habitat for Humanity club will travel to New Orleans.

### CONSENT AGENDA – Blake H. Eisenhart, Chair, Finance Committee

Ms. Fineburg 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.

In Mr. Eisenhart's absence, Ms. Mannherz chaired the meeting.

**Upon motion by Mr. Morris and second by Ms. Graver, the Board of Trustees approved the following consent agenda items as presented:**

- **Other Contracts**
  - **Copier lease replacements to Fraser Advanced Information Systems of Bala Cynwyd, PA, using PA COSTARS, for \$1,329.30/month for a total of \$79,758 over 60 months.**
  - **Landscape Furniture for Newtown Campus to Landscape Forms, Inc. of Kalamazoo, MI using, PA COSTARS, for \$147,792.**
  - **Email security defense software one year license to Integra One, Inc. of Fort Washington, PA using, PA COSTARS, for \$51,825.**
  - **ERP implementation and consulting services to Peak Performance of Alpharetta, GA. For \$746,050.**
- **Other Action**
  - **Revision of Policy 1.24 Tuition Waiver Age 65 as presented.**

#### BOARD COMMENTS

There were no board comments.

#### ADJOURN

Upon the motion being duly made and seconded, the meeting was adjourned at 2:23 P.M. The next regularly scheduled meeting of the Board of Trustees will be on December 12, 2019 at 1:30 PM on the Newtown Campus.

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Philip Wursta, Secretary