



BUCKS COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Upper Bucks Campus

Date: June 8, 2017

Time: 11 A.M.

PRESENT:

Thomas Skiffington, Presiding
Dr. Frederick Breitenfeld Jr.
James Dancy
Blake Eisenhart
Frank Fazzalore
Elizabeth W. Fineburg
Elizabeth Graver

Otto Grupp III
Carol Mignoni-Ferguson
William Maeglin
Philip Wursta
Jeffrey Garton, Esq.
Dr. Stephanie Shanblatt

ABSENT: Frank Farry, Garney Morris, Frederick Gudknecht and Carol Shelly.

Mr. Skiffington called the meeting to order at 11:00 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. Grupp, seconded by Dr. Breitenfeld, the minutes of the May meeting were approved.

CHAIR'S REPORT

PRESIDENT'S REPORT

The President reported that golf coach Scott Bradshaw is with Bucks golf team member John Buliga at Chautauqua, NY, where John is competing as an individual in the NJCAA National Tournament from June 4th through June 9th. The Student Affairs Office has been active in support of the national "It's On Us" campaign which aims to prevent sexual assault. The college introduced the *Live Safe* app to provide students with an accessible way to alert others to potential problems on campus by forwarding information including photos and pinpointing incident location.

Dr. Shanblatt noted that the college OERs initiative was recently featured on the *uAspire* website as a promising practice to reduce student educational costs and increase completion. The Con Ed department was featured in the June edition of *Diverse* for its outreach to the community through expanded AESL training.

President Shanblatt reported that the college continues to expand its offerings of workforce training programs which prepare students for in-demand jobs. The first cohort of gas pipeline mechanic training recently started. All industrial maintenance program completers from cohort 2 have been placed in jobs in the field. The college recently received a \$200,000 grant for purchase of industrial training equipment.

Dr. Shanblatt announced that as part of the Deluxe “Small Business Revolution” HULU cable series being filmed in Bristol Borough, LBC Executive Director Jim Sell participated in a round table discussion focused on after school programs and entrepreneurship. HULU will also film an accounting class for small business owners as part of the series. Please save the date as the Lower Bucks Campus will celebrate its 10th year anniversary on Friday evening September 8th.

The President recognized Officers Devon Blackman and Joseph Lee for interrupting a pair of nighttime campus intruders. Officer Steve Costa was also commended for an investigation uncovering suspected drug dealing. Next the President congratulated the following individuals who were recognized for their outstanding work during the past year.

Administrative Special Recognition Award

Marlene Barlow, Admissions
Pete Chiovarou, Cultural Programming
Lauren Humphries, Tutoring Center
Donna Kirn, Continuing Education
Christina McGinley, Foundation

Classified Best of the Best Awards

Victoria Ashton, Payroll
Beth Francia, Financial Aid
Bridget Hughes, Workforce Development
Helene Paterna, Continuing Education
Pamela Worton, Public Safety Training

In conclusion President Shanblatt provided a reminder regarding the following upcoming campus events: the *Art Behind the Scenes* exhibit running through July 20 in the Hicks Gallery, the 2nd *Plein Annual Air Festival* which is on-going this week and the 29th *Annual Tyler Tasting Party* on Friday evening.

PUBLIC COMMENT

There was no public comment.

COMMITTEE REPORTS

ACADEMIC, STUDENT & TECHNOLOGY COMMITTEE – Dr. Frederick Breitenfeld, Chair

Associate Provost Catherine McElroy presented the annual curriculum report which recommended the following curricular actions: five year renewal of eight degree and one certificate program, addition of two new degree programs and one new certificate program, reactivation of one degree and three certificate programs and deactivation of three degree and two certificate programs.

Ms. McElroy also described a new course requirement for the COLL101 College Success Seminar. This one credit course is required in most programs of study and is designed to: facilitate students' academic and social integration in the college community, help build academic success strategies, provide information regarding college resources/services and provide an opportunity to explore program and career opportunities.

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

Mr. Maeglin 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. Fazzalore, the Board of Trustees approved the following consent agenda items as presented:

- **Bid Award**
 - **Duplicating paper purchase to Veritiv Operating Co., Inc. for \$2.04 per ream.**
 - **HVAC air handler replacement to Myco Mechanical, Inc. for \$484,000.**
- **Other Contract Awards**
 - **Fire alarm and sprinkler maintenance contract to Fire & Security Technologies, Inc.: year 1 @ \$34,000, year 2 at \$37,000 and year 3 at \$40,000.**
 - **Trash & Recycling services to Waste Management, Inc. for \$140,842 over five year term.**
 - **Advertising services to Calkins Media, Inc. for \$30,000.**
 - **Tyler 128 board room furnishings to Educational Furniture Solutions, Inc. via COSTARS for \$61,184.**
- **Change Order to Founders Hall renovation general contractor Twining Construction, Inc. for \$43,660 for addition of whiteboards.**
- **Other Approvals**
 - **Approve Stephanie Shanblatt, Dennis Matthews and Lisa Angelo as banking signatories.**
 - **Property & liability insurance renewal to Arthur J. Gallagher & Company for \$814,010.**
 - **Summer action by the Executive Committee on behalf of the board.**

- **Naming of the Lower Bucks Campus.**
- **New Governance policy *Open Public Gatherings*.**
- **Curricular actions as follows:**
 - Continuation of the following Programs of Study for five years:**
 - Communication Studies Degree Program #1120**
 - Hospitality & Tourism Management Degree Program #2022**
 - Health & Physical Education Degree Program #2013**
 - Recreational Leadership Certificate Program #3190**
 - Computer & Information Science/Info Science Emphasis Program #1102**
 - Environmental Science Degree Program #1188**
 - Secondary Education Mathematics Degree Program #1177**
 - Information Technology Studies Degree Program #2164**
 - Criminal Justice Degree Program #1189**
 - Addition of the following Programs of Study:**
 - Health Science Degree Program #1108**
 - Technical Entrepreneurship Degree Program #2070**
 - Social Media & Digital Marketing Certificate Program #3200**
 - Reactivation & Revision of the following Programs of Study:**
 - Emergency Management Degree Program #2178**
 - Emergency Management Certificate Program #3179**
 - Fire Science Certificate Program #3143**
 - Fire Prevention & Investigation Certificate #3144**
 - Deactivation of the following Program of Study:**
 - Occupational Studies Degree Program #2068**
 - Food Service Management Degree Program #2101**
 - Hotel/Restaurant/Institutional Supervision Certificate #3073**
 - Retail Management Degree Program #2017**
 - Office Skills Accelerated Certificate #3173**

BOARD COMMENTS

Mr. Skiffington recognized Ms. Fineburg, Governance Committee chair.

Ms. Fineburg presented the proposed slate of Board officers for 2017-2018 as recommended by the Governance Committee.

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

Mr. Skiffington called for any nominations from the floor. There being none, Mr. Skiffington moved to close the nominations and Dr. Breitenfeld seconded the motion.

Board of Trustees

June 8, 2017

Page 5

Upon motion by Ms. Fineburg, seconded by Mr. Wursta, the Board of Trustees voted unanimously to elect the slate of officers as presented.

Mr. Skiffington thanked everyone for their support and hard work during the year while looking forward to another productive year during 2017-2018.

There were no other board comments.

ADJOURN

Upon the motion being duly made and seconded, the meeting was adjourned at 11:45 AM. The next regularly scheduled meeting of the Board of Trustees will be on September 14, 2017 at 11 AM on the Newtown Campus.

Elizabeth W. Fineburg, Secretary