



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus
Tyler 142

Date: February 12, 2009
Time: 1:30 P.M.

PRESENT:

Elizabeth Graver, Presiding
Dr. Frederick Breitenfeld, Jr.
S. W. Calkins
J. Peter Dominick
Blake Eisenhart
Frank Fazzalore
Elizabeth Fineburg
Otto Grupp III

Frederick Gudknecht
Madeline Kemper
John Long, Jr.
Garney Morris
Bernie O'Neill
Thomas Skiffington
Jeffrey Garton, Esq.
Dr. James Links

ABSENT: Carol Mignoni Ferguson

The meeting was called to order at 1:30 PM by Ms. Graver, followed by the Pledge of Allegiance.

Ms. Graver announced that earlier in the day the Board of Trustees met in executive session to discuss personnel, labor relations, and real estate matters.

Upon motion by Ms. Fineburg, seconded by Mr. Eisenhart, the minutes of the January meeting were approved.

STUDENT GOVERNMENT REPORT

Seth Gansman introduced himself as the new Student Government President. Mr. Gansman assumed office following the transfer of John Skudris to Boston University. Mr. Gansman reported that SGA plans a Valentine rose sale tomorrow; all proceeds will benefit Bucks scholarship funds. The Print Club will also offer original Valentine cards for sale along with a

make your own option. During February, SGA will be working to increase student interest in upcoming SGA elections. Recent campus events included karaoke on the Newtown Campus, a Valentine Day gift sale at the LBC, as well as a hot cocoa fundraiser at the UBC. All campuses have been observing February as Black History month with appropriate cultural events and have activities planned for March which is Women's History month.

PRESIDENT'S REPORT

Dr. Links presented his report.

- Dr. Links congratulated faculty member Dr. Roberta Mayer on the recent publication of her book on the life and work of Lockwood DeForest.
- President Links also noted that faculty member Dr. Mark Michalovic will appear this evening on the Discover network program "How Things Work".
- Dr. Links reported on a recent article in the *Wall Street Journal* which focused on the value offered at community colleges during economic down turns such as on the one we are experiencing now.
- President Links attended an Upper Bucks forum, sponsored by Representative Paul Clymer, focusing on the economy. Trustees Elizabeth Graver and Thomas Skiffington both participated in the conference.
- Dr. Links congratulated Jim Loughery, Manager, Purchasing, on attaining the Certified Purchasing Manager designation.
- Finally, Dr. Links noted that the new LBC building complex was featured in the latest issue of *College Planning and Management*.

CHAIR'S REPORT

There was no report from the Chair.

FOUNDATION REPORT

Tobias Bruhn announced that Independence Blue Cross has once again signed on as a major sponsor for the 2009 Golf Classic. Their continued support is much appreciated.

Mr. Bruhn reported that \$125,000 in Foundation generated funds will be awarded this spring in student scholarships. To assist students in applying for the scholarships, Foundation staff have scheduled a "how to" workshop for which the registration has been very positive.

Foundation staff is working to establish contact with many of the 29,000 Bucks alumni listed in the new Alumni Directory. The Alumni Association is also planning a reunion for October 2009.

Finally, on behalf of the Foundation Board of Directors, Mr. Bruhn thanked the Trustees for their one hundred per cent participation and support of the UBC capital campaign.

PUBLIC COMMENT

James Fillman, Coordinator, Student Services at UBC, spoke urging the Trustees to approve a policy offering to same sex partners the same benefits extended to legal spouses of College staff. He introduced a number of others supporting this change and shared letters from other supporters.

BOARD COMMITTEES

STUDENT & COMMUNITY RELATIONS COMMITTEE – Dr. Frederick Breitenfeld Jr.,
Chair

There was no committee report this month.

ACADEMIC AFFAIRS COMMITTEE - Carol Mignoni Ferguson, Chair

In Ms. Mignoni Ferguson's absence Mr. Morris chaired the meeting and introduced Provost Annette Conn. Dr. Conn introduced the newly hired faculty members who were in attendance at the meeting: Maria Dumlao, The Arts, Jamie Corley, Health, Physical Education & Nursing, Susan Groth, Patricia Cianni and Wayne Kobylinksi, Language & Literature, and Mark Cobb and Heather Costello, Social & Behavioral Science. In class and unable to be present were Rebecca Kelly, Social & Behavioral Science, Janine Termine, MaST and Ed Ferdinand, The Arts.

Dr. Conn also reported on Technology Day which was held on January 9. More than 100 faculty and staff took advantage of this professional development opportunity.

STRATEGIC PLANNING, MARKETING & ASSESSMENT – Otto Grupp III, Chair

Mr. Grupp introduced Vice President Karen Dawkins who provided an update on Spring 2009 enrollments. Ms. Dawkins reported that enrollments were up 9.8% overall, with 3.4% and 9.3% increases respectively in evening and part-time students, market segments which have been decreasing of late. Ms. Dawkins will provide a full enrollment at the March 12 meeting.

Ms. Dawkins reported that 406 people enrolled at Bucks and took advantage of the free tuition offered for unemployed workers. Student Services staff, led by Amy Armstrong and Monica Flint, did an outstanding job assisting the hundreds of individuals who sought information on this program.

Next, Steve Bacher, Director, eMarketing, presented an online tour of the newly refreshed College website. Mr. Bacher noted that the new website is the result of the efforts of many individuals including Karl Carter, Karen Goeller, Matt Moore and Deb Noble.

FINANCE COMMITTEE – J. Peter Dominick, Chair

Upon motion by Mr. Dominick, seconded by Mr. Long, the Board of Trustees rescinded the motion approved by the Board of Trustees on January 8, 2009 for Change Order #1 in the amount of \$130,000, for additional underpinning required to stabilize the excavation for the new building to E.R. Stuebner, Inc., General Contractor for the expansion of the Upper Bucks Campus.

Upon motion by Mr. Dominic, seconded by Mr. Morris, the Board of Trustees approved Change Order #1 in the amount of \$130,000 for additional underpinning required to stabilize the excavation for the new building to A.H. Cornell and Son, Site Developer for the expansion of the Upper Bucks Campus.

Upon motion by Mr. Dominick, seconded by Mr. Long, the Board of Trustees approved the following bid awards:

- **Digital signage system Phase II to Advance Audio Visual Sales, Inc. for \$29,585.**
- **Duplicating Services HVAC renovations to A.M. Mechanical Contracting, Inc. for \$30,450.**
- **Microsoft Campus Agreement to Software House International for \$40,323.**
- **Summer 2009 All-County Non-Credit Course Brochures to Indiana Printing & Publishing, Inc. for \$26,150.**

Upon motion by Mr. Dominick, seconded by Mr. Fazzalore, the Board of Trustees awarded the contract for Auditing Services for fiscal years 2009 through 2011 to Parente Randolph Accountants and Consultants which submitted the fixed amount bid of \$85,570 for each of the three years, for a total three year engagement fee of \$257,250.

Upon motion by Mr. Dominick, seconded by Mr. Morris, the Board of Trustees approved

a change order to the contract for architectural fees with KCBA for the Lower Bucks Campus Building Café in the amount of \$5,274.

Upon motion by Mr. Dominick, seconded by Mr. Eisenhart, the Board of Trustees approved Change Order #4, in the approximate amount of \$105,000, for additional underpinning required to stabilize the excavation for the new building to A. H. Cornell & Son, Site Developer for expansion of the Upper Bucks Campus.

Mr. Dominick prefaced his next motion by commenting that the Board of Trustees and the Administration take very seriously any discussion regarding increasing tuition and fees, particularly in times of economic difficulty. The mission of providing accessible and affordable education to the citizens of the County is always a primary consideration when developing the budget and setting fees.

Upon motion by Mr. Dominick, seconded by Ms. Eisenhart, the Board of Trustees approved an increase in tuition of \$4.00 and an increase in technology fee of \$3.00, each per semester credit hour, to be effective for Fall Semester 2009. Mr. Fazzalore and Mr. O'Neill abstained.

Information items were provided on change orders at the UBC and year to date financial statements. Mr. Dominick also discussed the current investment strategy of the College..

Finally, Vice President Dennis Matthews introduced a new staff member, Ms. Terry Holman, the new Senior Accountant in Finance.

HUMAN RESOURCES COMMITTEE—John Long, Chair

Upon motion by Mr. Long, seconded by Ms. Fineburg, the Board of Trustees approved the release and settlement agreement, relating to Civil Action No. 08-cv-3668, in the amount of \$42,000.

The monthly College staffing report was also provided.

BOARD COMMENTS

There being no further business to come before the Board, and upon the motion being duly made and seconded, the meeting was adjourned at 2:15 PM. The next meeting of the Board of Trustees will be on March 12, 2009 at 1:30 PM on the Newtown Campus in Tyler 142.

Frederick R. Gudknecht, Secretary

