



BUCKS COUNTY COMMUNITY COLLEGE

BOARD OF TRUSTEES MEETING

Date: April 11, 2024

Time: 10:00 AM

Present:

Thomas Jennings, Chair
James Dancy
Broadus Davis, Ed.D. via Zoom
Frank Farry
Jamie Fazzalore
Elizabeth Fineburg
Ronni Fuchs

Shamsul Huda
Linda Mannherz
Carol Mignoni-Ferguson
Carol Shelly, via Zoom
Philip Wursta

Absent: Richard Balukas, Ed.D, Blake Eisenhart

Mr. Jennings called the meeting to order at 10:03 A.M. He introduced Ms. Alexis Crohe who led the pledge of allegiance. Alexis is a business administration student, the president of the BUILD club, and a work study student who helps run the ZIP kitchen at the Epstein Campus. Alexis said this is her second year at Bucks, and the college has really helped her out in life. She said she enjoys BCCC and would love to work for the college after graduation.

Following the Roll Call, the Chair asked for a motion to approve the minutes of the March 14, 2024 board meeting.

Upon motion by Mr. Dancy, seconded by Ms. Fuchs, the Board approved the minutes of the March 14, 2024 meeting.

CHAIR'S REPORT

Chair Jennings reported that, due to professional commitments, Trustee Bill Maeglin has resigned from the Board of Trustees.

He then reported on several upcoming events at the College, including an Open House at the Newtown Campus on April 13, the Annual High School Art Exhibition on April 14, Life in a Jar panel discussion on April 16, the Culinary Program Open House on April 17, and the Mother's Day Scholarship Tea on April 19, which is sponsored in part by Trustees Mignoni-Ferguson and Shelly.

Dean Samantha Gross added that the Life in a Jar panel discussion is based on a book about a social worker, Irena Sendler, who saved and sheltered hundreds of children during the Holocaust. The author, Jack Mayer, will join the event via Zoom, along with other panelists.

Chair Jennings then noted that Dr. Patrick Jones, who was present at the meeting and who will serve as the 6th President of Bucks County Community College, has been very generous with his time. He said Dr. Jones has appointments lined up at all three campuses, and all college constituencies will have an opportunity to meet him before he officially begins on July 1. Dr. Jones thanked the Board for the confidence they have placed in him and said it's an honor to be selected to lead the College. He said Bucks has been changing lives for 60 years and he's grateful to be a part of it going forward. He said he looks forward to working with all to continue that mission.

Chair Jennings noted that he and Dr. Jones will be back at the Epstein Campus on Friday, April 26 for the Girls Ignite program, and on April 29 for a general visit for the entire campus community. He noted that he and Dr. Jones will be at the Upper Bucks Campus on Monday, April 22, and will be covering a number of things in Newtown, also on these dates.

PROVOST'S REPORT

Dr. Kelleway reported the following:

She said she recently attended the PACCC Annual Dinner in Harrisburg, where several Bucks students were recognized as PTK Academic All-American Scholars.

Sophia Hughes is a Nursing major with a 3.9 GPA. She first came to Bucks in the spring of 2021 to pursue an Associate of Liberal Arts degree. After taking a gap year, she returned in the Spring of 2023 where she met Dr. Beem the advisor of Phi Theta Kappa. She soon became an officer of the PTK Chapter, and eventually the president. She plans to transfer to Hawaii Pacific University to complete her Bachelor's Degree in Nursing. Sophia currently works at Grand View Hospital in Sellersville as a Clinical and Quality Assistant, and I believe she is with us here today.

Anthony Cotraccia returned to college here at Bucks to begin a career in music and has a 3.78 GPA. He has had a successful career in clinical social work and along the way has been a semi-professional musician. Anthony dreamt of making music a full-time career. He will pursue a bachelor's degree in music at Duquesne University in Pittsburgh, and plans to begin performing, recording, and writing music professionally. His extended interests will be to pursue a master's degree in composition and writing film scores.

Hanna Ngo is a Psychology major with a 3.88 GPA. She is originally from Vietnam and moved to the U.S. ten years ago. Hanna has always been passionate about understanding the human mind and exploring how early psychological traumas can impact one's life. Her career goal is to become a psychological counselor and aspires to have the opportunity to apply her knowledge to help others regain balance and happiness in their lives.

Kimberly Reilly is a Pre-K-4 Early Education major with a 4.0 GPA. Her goal is to keep working as an educator who helps students with learning, emotional, and behavioral needs. Kimberly plans to attend college all the way through graduate level and earn her Master's Degree in Reading and Literacy.

In other College news, Dr. Kelleway reported that the Center for Workforce Development received a \$250,000 School-to-Work grant through the PA Department of Labor & Industry to support three more cohorts of the Building & Construction Trades pre-apprenticeship program. She thanked our sponsor, Sheet Metal Workers Local 19, and the other trades in the Philadelphia Building & Construction Trades Council for partnering with the college to make this program successful.

Dr. Kelleway reported that Public Safety will have a booth at the Pennsylvania Fire Expo on May 17-18, 2024. She said this will be a great opportunity to get the word out about all the programs offered in Continuing Education.

She also said we are thrilled to announce the success of our Spring Food Drive, "Pantry to Plenty". She said, thanks to the incredible generosity of our college community, we collected over 18 boxes of essential food items. Each donation will make a meaningful impact, benefiting the Bucks Opportunity Council and supporting those in need within our local area.

Dr. Kelleway reported that students and staff poured into the Quad to view the Eclipse on Monday. She said the college gave out glasses along with cosmic brownies to help celebrate the event.

She then noted that the college is hosting a night at the Phillies tonight to celebrate Asian Pacific Heritage month. Forty students are heading down this evening to watch the Phillies take on the Pittsburgh Pirates.

Dr. Kelleway reported that Spring Flings will take place on each campus this month. Upper Bucks is hosting theirs on Tuesday, April 23rd, Newtown on Wednesday the 24th and Thursday the 25th, and the Epstein Campus on Tuesday, April 30th.

She noted that the annual Student Awards Celebration and Dinner is scheduled for Friday, April 26th from 5:00 – 7:00 in the Links Pavilion. All are welcome and invited to attend as we honor and celebrate the incredible work and engagement of our students and our student organizations this year.

Dr. Kelleway then reported on many upcoming and recent admissions recruitment events, including:

- The Newtown Open House will be held this Saturday, April 13th from 11:00 a.m. to 1:00 p.m. The Epstein Campus at Lower Bucks will hold theirs on Thursday April 25th from 5:00 to 7:00 p.m.
- The Upper Bucks Campus held their Open House on Wednesday, April 3rd from 6:30 – 8:00 p.m. Despite the weather trying its best to cancel the event, we welcomed over 60 people to learn all about what Bucks has to offer.
- A School Counselor Breakfast will be held on April 26th from 8:00 to 9:30 a.m. at the Newtown Campus
- In addition, over 25 high school and community recruitment events are scheduled in April.

Dr. Kelleway reported that the United States Collegiate Athletic Association has announced the National All-Academic Awards. Women's Basketball player Kalypso Braynen has been recognized for merit and excellence in the classroom as a student-athlete.

In addition, the United States Collegiate Athletic Association has announced that the Centurion Softball program has ranked in the top 15 among member schools. The next home game for the Softball team will be a double header conference match up against Christendom College on Saturday, April 13th. The first game starts at 1pm.

She noted that Centurion Baseball continues to progress as a team during its rebuild season. The Eastern States Athletic Conference section of the schedule will become more active starting this weekend, with a home game double header on Sunday, April 14th starting at 1:00 p.m. vs Christendom College.

Dr. Kelleway also reported that on April 27th, the Upper Bucks Campus will serve as a host for the Hold On, You Matter – Suicide Prevention Walk – organized by the Bucks County Suicide Prevention Task Force. Registration is available online. The walk will begin at 11:00 a.m.

On the marketing front, Dr. Kelleway said we are excited to announce that the College's eye-catching "Change Your Path" transit ads can now be seen throughout Bucks County on eight (8) SEPTA buses. A full bus wrap is included on the Route 130 bus which serves much of Lower Bucks up to, and including, the Newtown Campus. The bus and regional rail poster advertising will be in the market until early September.

And, on the PR front, a media alert was issued for today's Supply Chain Scholars event involving The Estee Lauder Companies, Temple University and Bucks. In addition, the College has received very positive media coverage of the appointment of Dr. Patrick Jones as our next president. In addition to numerous local media outlets reporting the news, it's notable that some of regional publications (*The Philadelphia Inquirer*, *Philadelphia Business Journal*) as well as national higher ed media, including *Community College Daily*, and *The Chronicle of Higher Education*, provided coverage.

Dr. Kelleway closed by giving an update on the Governor's blueprint conversation. She said the Council of Presidents met recently in Harrisburg. The PDE is drafting a memo that is inclusive of all the feedback they've received. It will be circulated to the Council of Presidents and PASSHE Presidents, and then a final draft will be created. She said she will update the board with information as she receives it. Chair Jennings reminded the Board that Dr. Kelleway was appointed to be BCCC's representative to the Council of Presidents at the December 2023 board meeting. Senator Farry commented that he will keep the Board in the loop as he receives information.

PUBLIC COMMENT

There was no public comment at this time.

REMEDIATION UPDATE – Mr. Eric Siddell

Chair Jennings noted that the campus remediations group continues to have their weekly calls. He said Mr. Siddell will give a report at the June board meeting as to the work that has been completed this year. He thanked Mr. Siddell and those who have worked with him for their hard work on these projects. Trustee Mannherz asked if the roof and warranty are in place for the CAT building. Chair Jennings replied yes.

EPSTEIN CAMPUS @ LOWER BUCKS UPDATE– Ms. Rose Cooper

Ms. Rose Cooper, Director of the Epstein Campus @ Lower Bucks, welcomed the Board and gave a presentation on the campus. She said staff and faculty want students to feel welcome and a sense of belonging, and they do so with New Student Orientations and Welcome Week activities in the fall and spring semesters. She said the campus also holds a variety of events throughout the semester to keep students engaged, such as Fall Fest, Halloween parties, Friendsgiving, and Winter Fest to name a few.

Ms. Cooper said staff and faculty are also committed to promoting a culture of care for students, offering a ZIP kitchen, food pantry, career closet, work study opportunities, scholarship information day, counseling resources and therapy dogs. She reported that the campus holds high school recruitment events and connects regularly in the community at events such as historic Bristol Day, Bristol Township Fall Festival, and holds three art shows each year. She reported that the campus holds regularly scheduled political power hours, along with other notable events such as voter registration drives, TMA Bucks/Septa travel training, and BCOC free tax preparation. Ms. Cooper also noted the career and customized training programs available at the CAT building. She closed by introducing the Epstein Campus staff and noting the campus partners.

AUDIT COMMITTEE – Ms. Fuchs & Mr. Christensen

Ms. Fuchs reported that the college audit is still not complete. She said they sent a letter to PDE requesting an extension until May 31. Mr. Christensen said they are moving forward, and providing Maher Duessel with the documents they need to complete the audit. Ms. Fuchs said the steps the College is taking will set us up for easier, more routinized submissions in the future. The college's legal counsel, Mr. Michael Clarke, said the College has taken all the necessary steps to notify the required individuals.

FINANCE & OPERATIONS COMMITTEE – Mr. Eisenhart & Mr. Christensen

Mr. Christensen reported that the Finance Committee met, and the major focus was on the status of the audit, and development of the FY25 budget. He said the goal is to have the budget approved by the end of June, if not before.

HUMAN RESOURCES COMMITTEE – Ms. Mannherz

Ms. Mannherz asked Mr. Jody Seutter to give an update on the recent performance management session with managers. Mr. Seutter said it was a successful and thorough training session and is the first of several to come. He thanked Ms. Jill Blanco, who led the session. Ms. Mannherz said one of Ms. Blanco's first projects was to put together information which shows the value of the benefits package that college employees receive. She said all employees can now see that value on their employee dashboard in Workday. She said this is an important part of total compensation.

GOVERNANCE COMMITTEE – Ms. Fineburg

Ms. Fineburg reported that the Governance Committee will meet on the first Wednesday of May at noon, in person. She said the main focus is to establish the slate of officers for next year. She asked any trustee who is interested in serving as an officer to email her prior to April 25th.

CONSENT AGENDA – Mr. Jennings, Chair

The Chair announced that all action items would be considered on the Consent Agenda unless a Trustee requested an item be removed for specific discussion and individual action.

Upon motion by Ms. Mignoni-Ferguson, and second by Senator Farry, the Board of Trustees approved all items as set forth on the Consent Agenda.

- Ratification of Appointment of Patrick M. Jones, Ph.D. as President of BCCC
- Ratification of Employment Agreement dated March 17, 2024 with Patrick M. Jones, Ph.D.
- Audit Extension Authorization
- Medical, RX, Vision & Dental Renewal

- Computer Equipment Lease – HPFS
- Jenzabar Marketplace
- Credly Renewal
- Financial Aid & Scholarships Platform Renewal - Ellucian
- Tyler Roof Project Architect – Phillips & Donovan Architects LLC

BOARD COMMENT

Ms. Mannherz asked if materials for the April 18th Executive Session can be distributed early, so that those who cannot make it can send their comments. Chair Jennings noted that some of the materials will have to be hand delivered at the meeting.

ADJOURN

Upon the motion to adjourn being duly made and seconded, the meeting was adjourned at 10:59 A.M. The next regularly scheduled meeting of the Board of Trustees will be held at the Newtown Campus on May 9, 2024, at 10:00 A.M.

Elizabeth Fineburg, Secretary