



## BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Date: October 10, 2024

Time: 10:00 AM

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Present:

Thomas J. Jennings, Chair  
Richard Balukas, Ed.D.  
James Dancy  
Broadus Davis, Ed.D., via Zoom  
Tabitha Dell'Angelo, Ph.D.  
Blake Eisenhart  
Carol Mignoni Ferguson  
Ronni Fuchs, Esq.

Shamsul Huda  
John Murray  
Ed Tokmajian  
Phil Wursta, via Zoom  
Peter Amuso, Esq., Solicitor  
Michael Clarke, Esq., Solicitor  
Patrick M. Jones, Ph.D., President & CEO

Absent: Jamie Fazzalore, Adrienne King, Vincent Magyar, Esq.

Mr. Jennings called the meeting to order at 10:13 A.M. He introduced Ms. Kassandra Castillo, who led the pledge of allegiance. Kassandra is a Journalism major who started at Bucks in the Spring of 2023. She enrolled at Bucks to complete her college education after attending another university and then taking a few years off to work. She has a 3.9 GPA and is a member of the Centurion newspaper. She will graduate next year and wants to pursue a career as a news anchor or reporter. Following the pledge of allegiance, Kassandra thanked the Board for inviting her to the meeting. She noted what a great impact Bucks has had on her life. She said she recently attended the Hispanic Heritage Month event as both a student and as a reporter and said she's excited at the possibility of starting a Hispanic Student Union.

Following the Roll Call, the Chair recognized former trustees Elizabeth Fineburg and Linda Mannherz who were present at the meeting. He said they would be joined by Bill Maeglin after for a recognition ceremony in the Orangery.

Chair Jennings then noted that the board met in Executive Session earlier in the day to discuss personnel and contract matters.

Mr. Jennings asked for a motion to approve the minutes of the September 12, 2024 board meeting.

**Upon motion by Mr. Dancy, seconded by Mr. Tokmajian, the Board approved the minutes of the September 12, 2024 meeting.**

CHAIR'S REPORT

Chair Jennings reported that all three board committees, Human Resources, Governance & Finance & Audit, held meetings in the past month. He also reported on several meetings he recently attended with President Jones, including a book signing by Dr. Tim Block at the PA Biotech Center, a visit with PA State Representative Perry Warren, a Department of Community and Economic Development event at the Center for Advanced Technology, a visit with Deputy Secretary & Commissioner for Post Secondary Education for the PA Department of Education Dr. Kate Shaw, a meeting with Ax Advocacy, a government and public relations firm, and a meeting with the Remington Vernick Engineering Firm. He reported that the PA State Auditor General also visited the College recently for a recruiting event, and that he and Dr. Jones were attending the Bucks County Herald Foundation event that evening.

### PRESIDENT & CEO'S REPORT

President Jones reported that he recently attended a meeting with Representative Jim Prokopiak and area superintendents to discuss the trades and workforce training for high school students. He said he also visited the President and Provost of West Chester University to discuss the Bucks and WCU partnership agreement. He then thanked Cassandra for mentioning the Hispanic Heritage Month event and recognized Chris Seifert, Sam Coleman and Kevin Antoine for organizing it.

Dr. Jones then reported the following enrollment data:

Fall 2024 total credit enrollment as of enrollment verification (9/18/2024):

- Enrolled credits: 56,230 (vs 55,506 in Fall 2023) - 1.3% increase
- Headcount: 6,220 (vs. 6,109 in Fall 2023) - 1.8% increase
  - Full-time: 2,218 (vs. 2,254 in Fall 2023) - 1.6% decrease
  - Part-time: 4,002 (vs. 3,855 in Fall 2023) - 3.8% increase
  - First-term: 2,175 (vs. 2,142 in Fall 2023) - 1.5% increase

Dr. Jones noted that board members have the recently created Bucks Fact Sheet in their folders. He said the document gives a lot of useful information, which he encouraged trustees to share.

Dr. Jones reported that the State Board of Higher Education held their first meeting on September 26. He reminded the group that Dr. Ann Bieber, President of Lehigh Carbon Community College is the sole representative for the state's community colleges.

Dr. Jones noted that on October 16, PA State Reps. Craig Staats and Shelby Labs will visit the Center for Advanced Technology & the Lower Bucks Public Safety Training Center.

He closed by giving the following kudos:

- NCLEX Numbers from recent (May) graduating class

- Practical Nursing – 93%
- AD Nursing – 100%
- BCCC’s LPN Program ranked #2 in the State by *PracticalNursing.Org.*
  - Congratulations to Dr. Connie Corrigan, Dean – *Health Sciences & Kinesiology and Sport Studies*
- Public Safety's ProBoard Accreditation Team accreditation visit report out took place on September 26.
  - It will be voted on in November, but we anticipate passing with flying colors.
  - Congratulations to Tracy Timby, VP - *Workforce & Strategic Partnerships*

#### WORKDAY SIS UPDATE

Mr. Brant Steen, CIO began his update by giving a timeline of Workday activities to date, including a readiness assessment in late 2018, the RFP and product demonstrations in 2019, the selection and contracts in late 2019, the HR/Finance/Payroll platform implementation from 2019-2021, Workday Student (take one) from 2021 to late 2022, negotiations with Workday and the decision in 2023 to go with the Workday SIS system, Workday Student (take two) from 2023 to present, the decision to select an alternative/non-credit system in 2023-2024 and the selection of Jenzabar Marketplace for these purposes in 2024.

Mr. Steen said that, overall, the Workday SIS system is on track and will be launching in March 2025, targeting the incoming class of fall 2025. He shared some goals and wins of the project as well as some challenges and reported that, to date, they are at 46% of the budgeted cost. During the launch and mock semester, Workday folks will be on site to help with any issues that may arise.

#### PUBLIC COMMENT

Mr. Kevin Antoine announced his retirement at the end of the fiscal year.

#### FINANCE & AUDIT COMMITTEE – Ms. Fuchs

Ms. Fuchs reported that the Finance & Audit Committee met on September 19. She said they are monitoring the progress of the audit and should have an update next month.

#### HUMAN RESOURCES COMMITTEE – Mr. Eisenhart

Mr. Eisenhart reported that the Human Resources Committee held a special meeting on September 18 to review the Flexible Work Arrangements for Staff Policy which they recommended for vote at today’s meeting.

GOVERNANCE COMMITTEE – Mr. Jennings

Chair Jennings reported in Ms. Fazzalore’s absence. He said the Governance Committee met on September 24 to also review the Flexible Work Arrangements for Staff Policy and recommended it for vote at today’s meeting.

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. There were no requests.

**Upon motion by Mr. Eisenhart, and second by Mr. Dancy, the Board of Trustees approved all items as set forth on the Consent Agenda.**

- *Network Switch Equipment Upgrade – PhillyCom, Inc.*
- *Siemens Automation Control System*
- *Johnson Controls*
- *Parchment Overage*
- *College Signatories Resolution – Fulton Financial Advisors*
- *Update Incumbency Certificate – BNY Mellon*
- *Health Sciences ATI Nursing Readiness Package*
- *Policy 4.40 – Flexible Work Arrangements for Staff*

PUBLIC SAFETY AND SECURITY CONTRACT SETTLEMENT (SPFPA AMALGAMATED LOCAL 506)

Dr. Jones reported that the Public Safety contract expired in June 2023, and a group including the college solicitor, the CHRO, CFO and Trustee Dancy, has been negotiating with the Public Safety group. He said the union voted on Monday to approve the negotiated contract.

**Upon motion by Mr. Murray, and second by Mr. Tokmajian, the Board of Trustees approved the Public Safety and Security Contract Settlement (SPFPA Amalgamated Local 506).**

FY2026-2028 STRATEGIC PLAN

Dr. Jones reported that the new one-page Strategic Plan has been presented by Co-Chairs Dr. McCarthy and Interim Dean Burger on numerous occasions for input and is ready for vote today. Chair Jennings agreed that Dr. McCarthy and Ms. Burger held many Strategic Planning sessions over the past year for staff, faculty, students, and board members.

**Upon motion by Ms. Mignoni-Ferguson, and second by Mr. Dancy, the Board of Trustees**

**approved the FY2026-2028 Strategic Plan.**

TRUSTEE EMERITA STATUS – MS. ELIZABETH FINEBURG

Chair Jennings noted that Ms. Elizabeth (“Betsy”) Fineburg served on the board for 24 years. He expressed his thanks for her service to the College. He said her history and perspective have been very helpful.

Ms. Fuchs noted that Ms. Fineburg sets the standard for care for the College. She said there was never a doubt that Betsy had the welfare of Bucks at heart.

Mr. Dancy thanked Betsy for the leadership and dedication she has shown over her time on the Board.

Mr. Balukas thanked Betsy for the insight and perception she provided.

Ms. Mignoni-Ferguson said Betsy guided positively through all trials and tribulations over the years. She said Ms. Fineburg always had the best interests of the college at heart.

**Upon motion by Ms. Mignoni-Ferguson, and second by Mr. Eisenhart, the Board of Trustees approved Trustee Emerita Status for Ms. Elizabeth Fineburg**

Ms. Fineburg thanked the Board and said it has been an honor to serve the College. She said every aspect of Bucks is above expectation, and it is a gem.

BOARD COMMENT

Chair Jennings then thanked Ms. Linda Mannherz for serving on the Board for seven years. Ms. Mannherz said it warms her heart to see all the student cars in the parking lot, and she knows the College is ready to launch forward with tremendous leadership. She encouraged new trustees to have courage in their convictions and voice their opinions.

ADJOURN

Upon the motion to adjourn being duly made and seconded, the meeting was adjourned at 11:07 A.M. The next regularly scheduled meeting of the Board of Trustees will be held at the Upper Bucks Campus on November 14, 2024, at 10:00 A.M.

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Shamsul Huda, Secretary