



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Date: November 14, 2024

Time: 10:00 AM

Present:

Thomas J. Jennings, Chair

Richard Balukas, Ed.D.

James Dancy

Broadus Davis, Ed.D., via Zoom

Tabitha Dell'Angelo, Ph.D., via Zoom

Blake Eisenhart

Jamie Fazzalore

Carol Mignoni Ferguson

Ronni Fuchs, Esq.

Shamsul Huda

Vincent Magyar, Esq.

John Murray, via Zoom

Ed Tokmajian

Phil Wursta

Michael Clarke, Esq., Solicitor

Patrick M. Jones, Ph.D., President & CEO

Absent: Adrienne King

Mr. Jennings called the meeting to order at 10:20 A.M. The pledge of allegiance was led by Ms. Kristina Novak. Mr. Jennings asked all to remain standing after the pledge, in honor of our veterans. He then reported that Ms. Novak is a graduate of Pennridge High School and is currently a Health Sciences major. He said she will be applying for the Radiography program this year. Mr. Jennings reported that Kristina is a recipient of an Honors @ Bucks scholarship, taking 12 credits this term, including two honors courses. He said she is currently an intern with the Marketing team and, on top of working part-time at Giant, she manages to participate in many activities at Bucks, including playing on the softball team this fall. Kristina noted that she has loved her experience at Bucks. She said she took 24 dual enrollment credits while in high school, and does her best to participate in almost every activity.

Following the Roll Call, the Chair announced that the board met in Executive Session earlier in the day to discuss contract negotiations and financial matters.

Mr. Jennings asked for a motion to approve the minutes of the October 10, 2024 board meeting.

Upon motion by Ms. Fuchs, seconded by Ms. Fazzalore, the Board approved the minutes of the October 10, 2024 meeting.

CHAIR'S REPORT

Chair Jennings reported that he, Dr. Jones, and Dan Kanak attended a Bucks County Herald event at the Michener Art Museum on October 10th. He also reported that he, Dr. Jones, and Niels Christensen received a presentation from Neale Dougherty, Director of Sustainability for Bucks County, on sustainable energy and a potential program for purchasing power. Chair

Jennings closed by adding that he has recently had several discussions on contract issues, and he continues to meet weekly with President Jones.

PRESIDENT & CEO'S REPORT

Dr. Jones reported the following:

Enrollment Data:

Fall Census (First day of October modular classes)

	Fall 2024	Fall 2023	Change 23 to 24
Enrolled Credits	57,240	56,428	+1.4%
Headcount	6,435	6,295	+2.2%

Retention Rate:

- Fall 2023 to Fall 2024: 57.4%
- Fall 2022 to Fall 2023: 56.6%
- Increase 1.4% year over year

Persistence Rate:

- Spring 2024 to Fall 2024: 67.5%
- Spring 2023 to Fall 2023: 67.1%
- Increase of 0.6% year over year

Dr. Jones reported that the State Board of Higher Education met and appointed Dr. Kate Shaw, Deputy Secretary of Higher Education at PDE, as the Executive Director. He said she will do both jobs until the end of December.

Dr. Jones then reported on the Marketing Department's new 2+2 return on investment campaign. The campaign includes mailers that will be delivered to approximately 100,000 households by Thanksgiving, billboards, and a webpage (www.bucks.edu/save), all showing how much students can save by attending Bucks for the first two years of our dual admission transfer program.

He then reported that Dr. Kelly Kelleway will be returning to faculty effective January 1, and Mr. Jody Seutter has agreed to step in as Interim Provost. Dr. Jones reported that the search for a permanent Provost will take place after the 2025-2026 academic year. He also noted that Mr. Jim Sell will return to the college as the Interim Vice President for Enrollment Management effective November 18.

Dr. Jones closed by reporting on a few recent and upcoming events:

Recent Events:

- 10/16 – Reps. Craig Staats & Shelby Labs visited Center for Advanced Technology & Lower Bucks Public Safety Training Center to learn about short-term certificate programs that prepare students for in-demand jobs that pay family-sustaining wages.
- 10/19 Fall Open House @ Newtown Campus - 143 prospective students and 329 total guests
- 10/22 Culinary Arts Open House – Estimated headcount of 40 including guests
- 10/29 ESL Open House @ Newtown Campus – Estimated headcount of 50 including guests.
- 11/5 – Bucks Bakes- record sales of over 1,800 pieces

Upcoming Events:

- 11/16 Celebrating Student Success Gala – supports Student Emergency Fund
- 12/5 Holiday Luncheon in Gallagher 12 – 2 pm – trustees are invited
- 12/6 – Student Research Conference – to be held virtually - an opportunity for our students to share their academic research with our Bucks community
- 12/17 Public Safety Graduation for the Fall Semester Basic & Advanced Classes

UPPER BUCKS CAMPUS UPDATE

Mr. Kevin Murray gave an update on the Upper Bucks Campus. He began by reporting on the academic offerings at UBC, which include degree programs in Business Administration, General Studies, Health Sciences, and Veterinary Technician (beginning fall of 2025). For alternative credit programs, Nurse Aide (CAN) is offered. Mr. Murray reported that, after declines in enrollment since 2018, things are starting to become level. He said the new Veterinary Tech program should also help with this. Mr. Murray reported on events UBC offers for local high school students, such as dual enrollment, high school visit days, classroom visits, financial aid nights, and Health Sciences Day. In addition, he said the In-School Youth program provides high school students with meaningful work preparation exercises, exposure to higher education, and hands-on skill training for in-demand careers, and awarded over 80 certifications this year. Additional outreach efforts include home school, ESL and dual enrollment information sessions. Mr. Murray reported on community events offered, such as Art in the Park and the Hold on You Matter suicide prevention walk, as well as several student engagement efforts, and ways the campus supports the county. Mr. Murray closed by introducing the Upper Bucks Team and thanking them for their hard work and dedication.

PUBLIC COMMENT

There was no public comment at this time.

FINANCE & AUDIT COMMITTEE – Ms. Fuchs

Ms. Fuchs reported that they are continuing with the audit procedure, and all seems to be going smoothly with the audit that is due in December. There will be a further update at the December board meeting.

HUMAN RESOURCES COMMITTEE – Mr. Eisenhart

Mr. Eisenhart reported that the Human Resources Committee held their first standing meeting in October, where reports were given by Drs. Jones & Blanco. He said the committee also reviewed the Drug and Alcohol-Free Workplace Policy, which they recommend for approval.

GOVERNANCE COMMITTEE – Ms. Fazzalore

Ms. Fazzalore reported that the committee met and reviewed the Drug and Alcohol-Free Workplace Policy, which they also recommend for approval. Chair Jennings reported that Dr. Jones brought the Retired Very Important Persons (RVIP) Policy to the committee, which was not Board approved. With concerns of security and liability, the committee is recommending rescinding the policy.

ACTION ITEM – Mr. Niels Christensen, CFO

Mr. Christensen presented one item which came in after the finance committee met for the month. The contract is for assessment software used for national certification testing by the Public Safety Training Department.

Upon motion by Ms. Fuchs, and second by Mr. Tokmajian, the Board of Trustees approved the action item listed below.

- *Question Mark Assessment Software*

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. Tokmajian, and second by Ms. Fuchs, the Board of Trustees approved all items as set forth on the Consent Agenda.

- *Library Room 301 Roof Replacement Project – Dane & Son*
- *Revised Policy 1.13 Drug & Alcohol-Free Workplace*
- *Recission of Policy 4.26 Retired Very Important Persons (RVIP)*

BOARD COMMENT

Mr. Tokmajian noted that he attended the Fall Open House at Newtown. He said it was a well-run and well-organized event. He said he looks forward to the Spring Open House. Trustees commented that they enjoyed this meeting at the Upper Bucks Campus and gave kudos to the staff for all their hard work.

ADJOURN

Upon the motion to adjourn being duly made and seconded, the meeting was adjourned at 11:11 A.M. The next regularly scheduled meeting of the Board of Trustees will be held at the Newtown Campus on December 12, 2024, at 10:00 A.M.

Shamsul Huda, Secretary