



BUCKS COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES MEETING

Newtown Campus
Tyler 142

Date: December 13, 2012
Time: 1:30 P.M.

PRESENT:

Blake Eisenhart, Presiding
Dr. Frederick Breitenfeld, Jr
S. W. Calkins
James M. Dancy
Frank Fazzalore
Elizabeth Fineburg
Frederick Gudknecht

Otto Grupp III
Madeline Kemper
Garney Morris
Bernard O'Neill
Thomas Skiffington
Jeffrey Garton, Esq.
Dr. Stephanie Shanblatt

ABSENT: J. Peter Dominick, Elizabeth A. Graver, Carol Mignoni-Ferguson

Mr. Eisenhart called the meeting to order at 1:30 PM. Mr. Eisenhart announced that earlier in the day the Board of Trustees met in executive session.

Upon motion by Dr. Breitenfeld, seconded by Mr. O'Neill, the minutes of the November meeting were approved.

CHAIR'S REPORT

There was no report from the Chair this month.

PRESIDENT'S REPORT

Dr. Shanblatt congratulated the Department of the Arts who recently received notification of their reaccreditation by NASAD (National Association of Schools of Art and Design) through 2022.

President Shanblatt reported that on November 29 the College recognized the longevity of its staff at the Annual Service Awards Celebration. A total of 78 employees were honored for their cumulative 1135 years of service. Also honored were the 2012 recipients of the Administrative Special Recognition Awards: Victoria Ashton-Information Technology Services, Debora Bergen-Transfer Services, Dennis McCauley-Security & Safety, June Rogers-KEYS Program, and Sarah Young, STEM.

Dr. Shanblatt noted that with the Board approval of the KINBER contract at the November meeting, Bucks will become the second community college connected to PennREN (the Pennsylvania Research and Education Network), on Friday, December 14, 2012 at 3 PM. As a result, our Internet bandwidth, which has reached capacity repeatedly this semester, will gain a much needed boost from 160 megabits to 260 megabits per second, with additional increases planned over the next two years, all for a much lower cost than traditional providers. Bucks is also proud to be designated as an Access Node for PennREN, which will enable nearby non-profits to connect and participate in the network, thereby serving in a regional role for this critical resource.

Instructors from the Bucks PSTC recently completed hazmat training for 24 firefighters at the Marine Corps Air Station Iwakuni in Japan. The training for first responders is essential so that they can successfully mitigate chemical, biological, radiological, nuclear and high yield explosions. This training is vital for the Iwakuni staff as 7 chemical plants are located within a 3 mile radius of the base.

President Shanblatt shared recent faculty achievements and activities. Professor Mark Sfirri, Department of the Arts, earned a Lifetime Achievement Award from the Collectors of Wood Art for his creativity, reputation as a teacher and the role he has played in developing the field of wood art. The College *Wordsmiths Reading Series* presents poet and scholar, Assistant Professor Ethel Rackin, who will launch her new book, 'The Forever Notes,' at a daytime reading on the Newtown Campus on December 12 at 1 PM in the Fireside Lounge. Professor Charles Beem wrote an article on the use of simulations in teaching business which was featured in McGraw-Hill's newsletter for educators, *Management Monthly*.

Dr. Shanblatt reported that the STEM department continued its outreach efforts focused on engaging students in science, technology, engineering and math through three recent events: November 7th Women in Science & Technology event with a guest speaker from Jefferson, November 13th Math Competition for students in grades 4 through 8, and November 29th Nanotechnology seminar cosponsored with Career Services Careers.

The President ended by congratulating outstanding student athletes recognized for their athletic and academic accomplishments by the leagues in which they played. Honored were:

Volleyball: Highest GPA -- Rachel Haeuser and Most Valuable Player -- Jacquelyn Fidler.

Women's Soccer: 1st Team All-Region and Most Valuable Player - Jessica Williams, 1st Team All Region and Highest GPA-- Samantha Kilpatrick and 2nd Team All-Region Kelly Scheer.

Men's Soccer: Highest GPA, Most Valuable Offensive Player (MVP) and 1st Team All Conference --Jared Dickson, 1st Team All Region and 1st Team All Conference--James Traynor, 2nd Team All Region—Stefan Hoffman, 1st Team All-Conference - Michael Klimowicz, and Most Valuable Defensive Player(MVP)—Erik Mazurkiewicz.

PUBLIC COMMENT

There was no public comment.

BOARD COMMITTEES

STUDENT & COMMUNITY RELATIONS COMMITTEE – Elizabeth Graver, Chair

In Ms. Graver's absence Miss Fineburg chaired the committee and introduced Mr. Michael Blow, Student Government Association (SGA) President. Mr. Blow provided an overview of the purpose of the SGA and its elected and appointed positions. SGA members also participate in other College groups such as Student Affairs Committee, Academic Affairs Committee, Traffic Appeals Committee and Food Service Advisory Group. The SGA goals for this academic year include increasing SGA visibility and accessibility to students, as well as increased participation on College committees. Other goals are ensuring that meetings are more organized and effective, and improving leadership skills for participating students. Specific projects for the year are redesign of elections to increase voter turnout and facilitate officer transition, participation in assessment of activities and processes to foster continuous improvement and lobbying to return Saturday Septa service to the Newtown Campus. Mr. Eisenhart advised Mr. Blow that the trustees may be of assistance in advocating with Septa management on behalf of the students.

ACADEMIC AFFAIRS COMMITTEE – James M. Dancy, Chair

Mr. Dancy introduced Provost Annette Conn who presented a report on Online Learning. Enrollment in eLearning courses has experienced dramatic growth in recent years and now accounts for 20% of total seats and credit tuition revenue. Students may now access 233 courses and 13 programs of study available entirely online. Course quality is ensured through required professional development for faculty and encouragement of adherence to national standards such as Quality Matters. The Virtual Campus was established in recognition of the growing number of online students and provides an online home base with easy access to available services which include registration, help desk, tutoring, advising, and librarian assistance. Outstanding service to online students by Bucks staff was acknowledged in 2011 when the College was recognized by the Instructional Technology for Excellence in Online Student Services.

Challenges presented to the College by this mode of learning include the emergence of MOOCs (massive open online courses) offering free access to world experts, aggressive marketing of online offerings by for-profit colleges and increasing governmental regulation. Student challenges include the need to be self-motivated for success and limits on state PHEAA grant funding for online courses. Strategic opportunities being pursued include targeting the adult student market and creating pathways to bachelors' degrees, ensuring continued high course completion rates and maintaining quality of instruction.

STRATEGIC PLANNING, MARKETING & ASSESSMENT – J. Peter Dominick, Chair

In Mr. Dominick's absence Mr. Dancy chaired the committee and introduced Vice President Barbara Yetman. Ms. Yetman provided an overview of the Mission Review process which is utilized by the College to ensure that key elements of the institutional Mission are assessed and achieved. The activity brings together key individuals in a cross-campus forum to ensure that a comprehensive review of assessment results is conducted and used to guide planning. A unique review is scheduled to focus on each element of the Mission including Student Success, Access, Transfer Preparation, Career Preparation, Social & Ethical Responsibility, Service to the Community and Stewardship of Resources. Ms. Yetman reviewed the results of recent mission reviews by utilizing comparison to benchmarks and key internal indicators. Action plans resulting from the reviews were also presented.

The Mission Review process was identified by the Middle States Visiting Team as a significant accomplishment and provides strong foundational information which informs the strategic planning process. The mission reviews have also proven successful in promoting an atmosphere of continuous improvement, appreciation and understanding of the efforts of others, cross campus collaboration in developing solutions, and an awareness of how well we are doing what we say we are doing.

FINANCE COMMITTEE – Dr. Frederick Breitenfeld, Chair

Upon motion by Dr. Breitenfeld, seconded by Mr. Fazzalore, the Board of Trustees approved the following bid awards:

- **Renovations to Hicks Arts Center to John G. Moser & Son, Inc. for \$60,674.**

Upon motion by Dr. Breitenfeld, seconded by Mr. Fazzalore, the Board of Trustees approved the following other contract:

- **Acquire LUMENS ENT software system from Augusoft, Inc. for \$151,000 for the first year and \$47,000 for each year thereafter.**

Upon motion by Dr. Breitenfeld, seconded by Mr. Fazzalore, the Board of Trustees approved the following other actions:

- **Revision to the Purchasing Policy to add language regarding soliciting bids for Requests for Proposals based on either time or project criteria.**
- **Accepted the report of the independent auditors, Parente Beard Inc., for fiscal year 2011-2012.**

Financial statements for the period ending November 2012 were provided for review.

HUMAN RESOURCES COMMITTEE—Elizabeth Fineburg

There was no committee report this month.

BOARD COMMENTS

On behalf of the Board, Chair Blake Eisenhart offered best wishes for a safe and happy holiday to those in attendance while the audience viewed the College video holiday card. Dr. Shanblatt acknowledged the efforts of those who contributed to the production of the video card. The team included: Department of the Arts faculty members Rochelle Reed and Ed Ferdinand, the student members of the College Concert Choir, cinema students Burns Austin, Joseph Barford, and Glenn Fahnestock, as well as student photographer Laura Fischer and Marketing staff member Steve Bacher.

Upon the motion being duly made and seconded, the meeting was adjourned at 2:30 PM. The next regularly scheduled meeting of the Board of Trustees will be on January 10, 2013 at 1:30 PM on the Newtown Campus.

Thomas Skiffington, Secretary