

**Minutes of Regular Meeting
BCCC Board of Trustees**

September 18, 2013

Ray D. Steffler Board Room-Main Campus

- Members Present** William DiCuccio, Jim Ferguson, Kim Geyer, Paul Harris, Grace Hawkins, Gordon Marburger, Bill McCarrier, Scott McDowell, Dick Rittelmann, Ray Steffler
- Members Absent** Joan Chew, Jessica Forsythe, Jennifer Linn, Bruce Mazzoni, Glenn Miller, Nancy Staible
- Also Present** Susan Changnon, Linda Dodd, Pat Massaro, Nick Neupauer, Bill O'Brien, Brian Opitz, Ruth Purcell, Julie Sheptak, Francie Spigelmyer, Case Willoughby, Jake Friel, Renee Piovesan, Kay Steffler, Kate Malongowski-*Butler Eagle*
- Call To Order** Mr. Steffler called the meeting to order at 12:30 p.m.
- In the absence of Ms. Forsythe, Dr. DiCuccio moved to appoint Ms. Hawkins as Secretary. Motion Carried.
- Mr. Steffler asked for a moment of silence on the passing of Dr. Orvan Peterson and for the victims of the Navy Yard shooting. One of the victims, Frank Kohler was a native of Zelenople, a student of BC3 and a graduate of Slippery Rock University.
- Mr. Steffler welcomed Mr. Paul Harris to the Board of Trustees. Mr. Harris replaces Dr. Don Tylinski. His term runs through June 30, 2019.
- Agenda** Dr. DiCuccio moved to approve the revised agenda, removing the Executive Session. Motion Carried.
- Minutes** Dr. DiCuccio moved to approve the Minutes of the June 19, 2013, Regular Board Meeting. Motion Carried.
- Introduction of Guests** Susan Changnon introduced today's guests.
- Treasurer's Report** Jake Friel reviewed the June and August Operating, Capital, Academic Enhancement and Restricted Funds Budget Summaries. He also reviewed the Enrollment Report as of September 16, 2013. The Budget Summaries were accepted as presented. Jake gave kudos to Pam McCullough for a tremendous job in managing the National Science Foundation grant. Mr. Steffler complimented the President and his staff for how the College's funds are managed.

Public Comment None

President's Report Dr. Neupauer reported on the following:

State and Federal Activities

- A search is in process for the President/CEO of the PA Commission for Community Colleges. Linda Dodd and her staff are the point of contact for the search. The successful candidate will be in place in early November.
- Regional trustee meetings are scheduled for this fall. The western PA meeting will be held on November 14, at the Community College of Allegheny County. Details will follow as the date nears.

College Activities

- BC3 is one of the few community colleges in PA to show an increase in headcount (1%).
- Of the 43 Nursing graduates this year, 40 sought licensure in PA. Twenty-two took the NCLEX exam and 22 passed. Three graduates sought licensure out-of-state. Two took the exam and both passed.
- Dr. Neupauer received confirmation the state will fund 50% of the Library renovation.
- The Communications and Marketing department will be the recipient of five awards at the National Council for Marketing and Public Relations District 1 conference in October.
- A grant from Alcoa was received for \$25,000 to build an outdoor classroom for the Children's Creative Learning Center.
- The President's Scholarship awarded \$130,000 this fall.
- The first meeting of the Quality Assessment committee is October 14. Committee members are Kim Geyer, Grace Hawkins and Nancy Staible.
- The grand opening of BC3 @ Brockway is November 8.
- The ribbon cutting for the BC3 branch of the Butler Armco Employees' Credit Union was held on September 17.
- Dr. Neupauer announced the naming of the Science & Technology building board room as the Ray D. Steffler Board Room. The naming was approved by unanimous board vote in June. A plaque was unveiled in Mr. Steffler's honor.

Committee Reports

Executive

Mr. Steffler reported the committee met on behalf of the full board on September 13, to accept the lease agreement between BC3 and GEC Real Estate at Parkside, LP, for the BC3 @ Brockway site. The full board will be asked to ratify the committee's action at today's meeting.

Resolution 13-22, BC3 @ Brockway Lease Ratification

Two errors were noted in the resolution prior to ratification. Dr. DiCuccio moved to make the corrections. Motion Carried.

Mr. McDowell moved to ratify the Executive committee's action to authorize the Vice-President for Administration and Finance to execute a lease between the College and GEC Real Estate at Parkside, LP for the operation of an off-

campus site (and related educational facilities) of the College in Brockway.
Motion Carried.

Finance

No report.

Facilities

Mr. Rittelmann reported on the following:
-An RFI and RFP will be developed for the Library renovation.
-Work continues at 278 Old Plank Road to make it code compliant for the Foundation's occupancy.
-BC3 @ Brockway is currently serving 49 students.
-Brian Opitz is working on final pricing for the classroom lockset upgrade.
-Conversation is starting about the future need for a Con-Ed/WFD/Allied Health building.
-Dr. Neupauer and Bill O'Brien are meeting with Senator Wiley of Erie on October 2, to explore a BC3 presence in Erie.
-The Cranberry Town Square project is in limbo with the land owners and others involved. Therefore, modest renovations are being done at the current location.
-The idea of student housing continues to be evaluated.
-Howard Hicks Atlantic Code Consultants (an independent code consultant) will review the BC3 @ Lawrence Crossing building and provide a professional opinion on his findings.

Personnel

Dr. DiCuccio reported the committee met on September 18, to discuss personnel issues.

Academic Assessment No report.

Quality Assessment

The first meeting is scheduled for October 14. The committee will review procedures in advance of the next Middle States reaccreditation visit.

Delegate Reports

Foundation

Ruth Purcell reported on the following:
-The Campaign Steering committee will meet for the first time on September 24.
-For this academic year, there were 88 scholarships awarded to 133 students totaling \$140,000. There is much diversity in our donors.

Old Business

No report.

New Business

Mr. Steffler reported the committee assignments for 2013-14 will be formed soon. Because attendance is important, please let Mr. Steffler know the best time(s) for you to meet.

Mrs. Steffler thanked the board for the honor of dedicating the board room to Mr. Steffler.

Adjournment

Mr. Rittelmann moved to adjourn the meeting. Motion Carried. The meeting adjourned at 1:35 p.m.

A handwritten signature in cursive script that reads "Grace Hawkins".

Grace Hawkins
Secretary *pro temp*