

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

**December 3, 2014
BC3 Main Campus**

- Members Present** William DiCuccio, Jim Ferguson, Kim Geyer, Jennifer Linn, Gordon Marburger, Bruce Mazzoni, Bill McCarrier, Scott McDowell, Glenn Miller, Nancy Staible, Ray Steffler
- Members Absent** Joan Chew, Paul Harris, Grace Hawkins, Gail Paserba, Dick Rittelmann
- Also Present** Susan Changnon, Linda Dodd, Jim Hrabosky, Pat Massaro, Nick Neupauer, Bill O'Brien, Brian Opitz, Ruth Purcell, Julie Sheptak, Francie Spigelmyer, Case Willoughby, Jake Friel, Mike Hnath, Beth Dittmer, Betsy Krisher, Kate Malongowski-*Butler Eagle*
- Call To Order** Mr. Steffler called the meeting to order at 12:33 p.m.
- Amy Dobkin, Community Relations Director for XTO Energy, presented a check for \$100,000 to support further development of the BC3 Petroleum and Natural Gas programs. XTO has given \$200,000 to support the development of this program. This the largest corporate donation in BC3 history.
- Agenda** Ms. Geyer moved to approve the revised agenda to include the addition of action items. Motion Carried.
- Minutes** Ms. Geyer moved to approve the Minutes of the October 15, 2014, Regular Board Meeting. Motion Carried.
- Introduction of Guests** Susan Changnon introduced today's guests.
- Treasurer's Report** Betsy Krisher of Maher Duessel CPAs spoke on the 2013-14 audit. BC3 received an unmodified opinion which is the best response available. There were no difficulties or issues during the audit process. Assets are ahead of liabilities. BC3 is in a very strong financial position. Jim Hrabosky thanked Maher Duessel CPAs for the quality of their work. He also thanked Jake Friel and the Student Services, HR, Con-Ed, Academic Affairs and IT staffs.
- Jim Hrabosky reviewed the October Operating, Capital and Restricted Funds Budget Summaries as well as the 2013 vs. 2014 enrollment comparison report. The Budget Summaries were accepted as presented.
- Public Comment** None

President's Report

Dr. Neupauer reported on the following:

State and Federal Activities

- The Council of Presidents met in Hershey on October 30-31.
- The annual Southwest Regional Trustee meeting was held at BC3 on November 20. The Community Colleges of Allegheny, Beaver, Butler and Westmoreland Counties were in attendance.
- A Middle States conference is scheduled for December 3-5 in Washington, DC. Trustee representatives at the conference are Ms. Geyer and Ms. Staible.

College Activities

- Dr. Neupauer spoke at the Corridors of Opportunity event held on October 22, in Cranberry Township. The event was sponsored by the Pittsburgh Business Times.
- The College is moving forward with a bid on the Unified Economic Development Plan for Butler County.
- Dr. & Mrs. Neupauer participated in the Spirit of Christmas Parade in downtown Butler on November 29. It was a huge success with about 30,000 attending. BC3 students and staff decorated a horse-drawn wagon for the parade as well.
- An Open House was held on October 23. A total of 171 applications were submitted.
- Early spring enrollment numbers show a 3.5 percent decline in credits over this time last year.
- The Nursing dept. is preparing for a reaccreditation visit in January.
- Committee work continues on the Middle States reaccreditation process.

Committee Reports

Executive

Mr. Steffler reported the Executive committee met on November 24 and discussed two agenda items--the unified economic development plan of Butler County and the construction manager for the library renovation. Both items will be brought before the board today for consideration.

Resolution 14-22 Campus Main Entrance Project

Ms. Staible moved to award a base bid of \$84,200.00 and Alternate #1 in the amount of \$84,000.00 to Sterling Contracting, LLC, of Duquesne, PA, for the campus main entrance project. This resolution is contingent upon review by the College's solicitor. Motion Carried.

Finance

Mr. McDowell reported the committee met on November 17, to discuss the 2013-14 draft audit, the Pioneer Proud campaign, student housing and the unified economic development plan for Butler County.

Motion-2013-14 Audit Report

Mr. McDowell moved to accept the 2013-14 audit report as prepared by Maher Duessel, CPAs. Motion Carried.

Motion-Pre-construction Management Services

Mr. McDowell moved to enter into a contract with Massaro C.M. Services, LLC of Pittsburgh, PA, for pre-construction management services for the Heaton

Family Learning Commons project. Compensation will be based on \$128.76 per hour plus reimbursable expenses, not to exceed \$49,445.00. Motion Carried.

Resolution 14-16 Unified Economic Development Plan for Butler County

Mr. McDowell moved to approve the proposal from Fourth Economy Consulting of Pittsburgh, PA, for \$84,250.00. This award is contingent upon approval by the College's solicitor. Motion Carried.

Facilities

No report.

Executive Session

An Executive Session was held from 1:15-1:45 p.m. for the purpose of discussing personnel-related issues.

Personnel

Dr. DiCuccio reported the committee met on December 3, and discussed the following action items:

Motion-Mission Statement

Dr. DiCuccio moved to approve the Mission Statement as presented. Motion Carried.

Resolution 14-17 Sexual Assault Victims' Bill of Rights

Dr. DiCuccio moved to adopt the document as presented. Motion Carried.

Resolution 14-18 Kimberly S. Fish Sabbatical

Dr. DiCuccio moved to approve a sabbatical leave for the period of January 8-May 12, 2015, including graduation on May 20, 2015. Motion Carried.

Resolution 14-19 Nondiscrimination Policy

Dr. DiCuccio moved to adopt the nondiscrimination policy as presented. Motion Carried.

Resolution 14-20 Anti-harassment Policy

Dr DiCuccio moved to adopt the anti-harassment policy as presented. Motion Carried.

Resolution 14-21 Sexual Harassment Policy

Dr. DiCuccio moved to adopt the sexual harassment policy as presented. Motion Carried.

Academic Assessment

Ms. Staible reported the committee met on October 22, to consider the addition of two certificate programs to the BC3 curriculum. The programs are Energy Technology Workplace and Basic Manufacturing Workplace. The committee agreed to recommend these programs to the board.

Motion-Energy Technology Workplace Certificate

Ms. Staible moved to approve the addition of the Energy Technology Workplace Certificate program to the curriculum at Butler County Community College. Motion Carried.

Motion-Basic Manufacturing Workplace Certificate

Ms. Staible moved to approve the addition of the Basic Manufacturing Workplace Certificate program to the curriculum at Butler County Community College. Motion Carried.

Quality Assessment

Ms. Staible reported the committee met on October 22, to discuss the following:
Institutional Effectiveness Plan for 2012-14
Mission review process
Self-Study activities update
Middle States conference

Delegate Reports
Foundation

Ruth Purcell reported on the following:
-Kim Geyer will be the Trustee representative on the Foundation board.
-Bob Hovanec recently joined the Foundation board.
-Recent EITC gifts were received from Phoenix Sintered Metals, EQT and Maher Duessel CPAs.
-Kudos to the hospitality students for their outstanding job at the recent dedication of The Bennitt House.
-The Florida reception is scheduled for February 19, in Bonita Springs.
-The Pioneer Proud Campaign Steering committee met on November 18. The committee will revise naming opportunities based on the updated design of the Heaton Family Learning Commons. They will begin planning for the public phase of the Campaign soon.

Alumni Council

No report.

Old Business

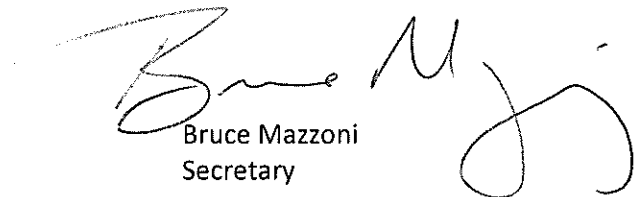
Mr. Steffler asked the Trustees to keep Mr. Rittelmann in their thoughts and prayers.

New Business

Mr. Steffler thanked XTO for their wonderful donation. He wished everyone a Merry Christmas and a Happy New Year.

Adjournment

Mr. Mazzoni moved to adjourn the meeting. Motion Carried. The meeting adjourned at 2:00 p.m.


Bruce Mazzoni
Secretary