

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

**April 16, 2014**

**Ray D. Steffler Board Room, Main Campus**

- Members Present** William DiCuccio, Jim Ferguson, Jessica Forsythe, Kim Geyer, Paul Harris, Grace Hawkins, Jennifer Linn, Gordon Marburger, Bruce Mazzoni, Bill McCarrier, Scott McDowell, Glenn Miller, Dick Rittelmann, Nancy Staible, Ray Steffler
- Members Absent** Joan Chew
- 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, Renee Piovesan, Kate Malongowski-*Butler Eagle*
- Call To Order** Mr. Steffler called the meeting to order at 12:32 p.m.
- Agenda** Mr. Mazzoni moved to approve the revised agenda to include the addition of action items. Motion Carried.
- Minutes** Ms. Staible moved to approve the Minutes of the March 19, 2014, Regular Board Meeting. Motion Carried.
- Introduction of Guests** Susan Changnon introduced today's guests.
- Treasurer's Report** Jim Hrabosky reviewed the March Operating, Capital and Restricted Funds Budget Summaries. He also reviewed the 2013-2014 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**  
-Dr. Neupauer attended the annual meeting of the PA Commission for Community Colleges in March and the annual AACC convention in April.  
**College Activities**  
-The College will be closed on April 18, in observance of Good Friday.  
-Dr. Neupauer spoke at the annual meeting of the Community Development Corp. on March 18.  
-BC3 will receive a \$200,000 cash grant from the PA Dept. of Education for classroom renovations.  
-The BC3 Center for Economic Education recently received recognition as a "Jump Start" institution and was referenced in "The Economic and Personal Finance Education in PA" report to the General Assembly.

-Dr. Ellie Fogarty of Middle States will visit BC3 on April 24. She will meet with the Trustees from 11:30 a.m.-12:45 p.m. in the Ray D. Steffler board room.  
-A Trustee work session is scheduled for June 25, from 4:30-7:30 p.m. in the Ray D. Steffler board room.  
-Dr. Neupauer thanked the members of the Quality Assessment committee for their work.

**Committee Reports**

**Executive**

Mr. Steffler reported the committee met on April 2, to accept the Touchnet/Ellucian Subscription License Agreement. The committee accepted the agreement submitted by Ellucian of Fairfax, VA, in the amount of \$7,500 with the first year subscription fee of \$19,400. The committee also approved entering into an Application Subscription Program Agreement with TouchNet Information Systems, Inc. of Lenexa, KS, for a fee of \$16,250, with the first year application subscription program fee of \$24,025. These actions will be ratified by the full Board at the April 16, board meeting.

**Motion-TouchNet/Ellucian Subscription Software Agreement Ratification**

Mr. McDowell moved to ratify the action taken by the Executive committee on April 2, 2014, to approve entering into a Subscription License Agreement with Ellucian of Fairfax, VA, in the amount of \$7,500, along with the first year subscription fee of \$19,400, pending review by the College's solicitor. Motion Carried.

**Motion-Software Agreement Ratification**

Ms. Hawkins moved to ratify the action taken by the Executive committee on April 2, 2014, to approve entering into an Application Subscription Program Agreement with TouchNet Information Systems, Inc. of Lenexa, KS, for a fee of \$16,250, along with the first year Application Subscription Program fee of \$24,025, pending review by the College's solicitor. Motion Carried.

**Finance**

No report.

**Facilities**

Brian Opitz reported on three projects due for bid approval in May:

1. Science & Technology building exterior refurbishment;
2. Children's Creative Learning Center outdoor educational classroom/power line relocation;
3. Front entry sign/gate.

**Resolution 14-05 Application for State Assistance for Construction of Community College Facilities**

Ms. Forsythe moved to approve the submission of the PA Dept. of Education Application for State Assistance for Construction of Community College Facilities to include renovation of BC3 @ Cranberry. The estimated project cost listed on the application is \$1,000,000. Motion Carried.

**Executive Session**

An Executive Session was held from 1:10-1:43 p.m. to discuss personnel-related issues.

**Personnel**

Dr. DiCuccio reported the committee met on April 16, to discuss faculty tenure, faculty advancement in rank and personnel matters.

**Motion-Tenure**

Dr. DiCuccio moved that Sherri Jurysta, Deborah Stage and Karen Stubenbort be granted tenure. Motion Carried.

**Motion-Advancement in Rank**

Dr. DiCuccio moved that the following faculty members be promoted:

**Instructor to Assistant Professor**

Michael Dittman  
Mary Beth Galante  
Deborah Kane  
Jennifer Sarabok

**Asst. Professor to Associate Professor**

Bessie Jeffries

Motion Carried.

**Academic Assessment** No report.

**Quality Assessment**

Ms. Staible reported the committee met on March 27. Topics of discussion included:

1. Board evaluation of the mission statement on a regular basis to ensure it reflects the college's mission at all campus sites;
2. The Board's responsibility and need to be actively informed;
3. Revision of the Board bylaws to reflect the self-assessment policy;
4. The Middle States visit.

**Delegate Reports**

**Foundation**

Ruth Purcell reported the groundbreaking for the Children's Creative Learning Center's outdoor learning center will take place on April 29, at 11:00 a.m. Trustees are invited to attend.

**Alumni Council**

Mr. Miller reported a Bowling for Scholars event is scheduled for September 19.

**Old Business**

No report.

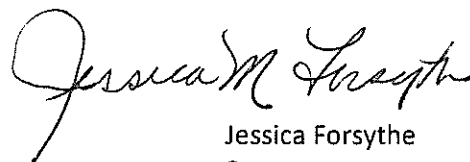
**New Business**

**Resolution 14-04 PA Dept. of Education E-signature**

Dr. DiCuccio moved to authorize the use of Dr. Nicholas C. Neupauer's e-signature to sign any and all contracts, agreements, grants and/or licenses with the PA Dept. of Education. Motion Carried.

**Adjournment**

Mr. Mazzoni moved to adjourn the meeting. Motion Carried. The meeting adjourned at 2:09 p.m.



Jessica M Forsythe

Jessica Forsythe  
Secretary