

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

**December 6, 2017
Main Campus**

Members Present Ken DeFurio, William DiCuccio, Kim Geyer, Joe Kubit, Jennifer Linn, Gordon Marburger, Bruce Mazzoni, Brian McCafferty, Scott McDowell, Gail Paserba, Carmine Scotece, Ray Steffler, Joe Taylor

Members Absent Glenn Miller, Bruce Russell, Nancy Staible

Also Present Tina Fleeger, Jim Hrabosky, Jess Matonak, Nick Neupauer, Brian Opitz, Julie Sheptak, Case Willoughby

Call to Order Mr. Steffler called the meeting to order at 12:35 p.m.

Mr. McCafferty moved to appoint Ms. Linn as secretary in the absence of Mr. Miller. Motion Carried.

Mr. Steffler welcomed Mr. Ken DeFurio to the Board of Trustees.

Agenda Mr. Mazzoni moved to approve the revised agenda. Motion Carried.

Minutes Mr. Taylor moved to approve the Minutes of the October 18, 2017, Regular Board Meeting. Motion Carried.

Introduction of Guests Jess Matonak introduced today's guests.

Treasurer's Report Jim Hrabosky reviewed the October Operating and Capital Funds Budget Summaries as well as the enrollment comparison reports for spring 2017 and 2018.

Public Comment None

President's Report Dr. Neupauer reported on the following:
College Activities
-The College will be closed on December 25-30, 2017 and January 1, 2018, for the Christmas holiday and on January 15, 2018, for the Dr. Martin Luther King, Jr. holiday.
-The Main Campus open house was held on October 18. There was a 10 percent increase in attendees as well as applicants as compared to last year.
-Congratulations to Coach Rob Snyder and the BC3 Pioneer Women's Volleyball Team for winning the WPCC Championship in October.
-A new trustee orientation was held on October 13, for Mr. DeFurio, Dr. Russell and Mr. Taylor.
-We are on-target with the Nursing expansion at BC3 @ Brockway.

-We are working on an RFP for the University of Pittsburgh at Titusville to offer the Gen Ed courses in their programs. The location is about the size of BC3 @ LindenPointe and 300 students currently attend.

-Beginning in 2018-19, BC3 @ Lawrence Crossing will offer Accounting and Office Administration-Medical programs.

-A convener meeting is scheduled for December 20, at 8:00 a.m. in Founders Hall. The purpose of the meeting is to share the different downtown initiatives and explore the possibility of a formal collaboration to move the concept forward.

-Dr. Neupauer is pleased with the progress of the faculty collective bargaining agreement.

-A meeting to discuss an aviation partnership with CCBC at the Butler Airport is scheduled for December 13.

-The Heaton Family Learning Commons was highlighted in the *Library Journal* as a top academic renovation.

-Work on The Amy Wise CCLC is on-target. The trustees will have an opportunity to tour the facility in January.

State and Federal Activities

-We received word on October 27, that BC3 received back-to-back no. 1 ranking of community colleges in the state. Thank-you to the Butler County Commissioners for acknowledging this in the form of a proclamation at their meeting this morning.

-The request to increase state funding of BC3 @ Brockway from \$600,000 to \$900,000/year has been approved.

-The annual Regional Trustee Assembly was held at Westmoreland County Community College on November 14. Trustees joining Dr. Neupauer were Mr. Kubit, Ms. Linn, Mr. McDowell, Ms. Staible and Mr. Steffler.

Executive

-Mr. Steffler reported there was a joint conference call of the Executive and Finance committees on November 17, to discuss the 2016-17 draft audit.

Finance

-Mr. McDowell reported the committee met on December 1, to review the 2016-17 draft audit with representatives from Maher Duessel CPAs.

-Other discussion included a Middle States substantive change for BC3 @ Armstrong, making it an "additional location." The committee agreed to recommend moving forward with the substantive change process.

-Jim also presented information about a possible grant opportunity with Lawrence County.

Motion-BC3 @ Armstrong Substantive Change

Mr. McDowell moved to approve the College moving forward with changing BC3 @ Armstrong from an instructional site to an additional location through the Middle States Commission on Higher Education's substantive change process. Motion Carried.

Facilities

-Brian Opitz reported The Amy Wise CCLC project is down to the last two weeks until completion. Inspections will take place on December 11, with occupancy in mid-January.
-A bid will go out in mid-January for paving portions of the Main Campus.
-Design is underway for the Nursing space at BC3 @ Brockway. Construction of labs, classroom space and offices will take place January-July, 2018.

Personnel

Ms. Linn reported the committee met this morning to discuss the status of faculty negotiations and personnel matters.

Academic Assessment

Mr. Scotece reported a joint meeting of the Academic Assessment and Quality Assessment committees was held on November 20. The committees met with Dr. Richardson, the Deans and faculty members responsible for the four programs that were reviewed: Physical Ed; Social Work; CIS-Computer Forensics & Security; CIS Support Specialist. The program summaries provide much insight into the programs. Thanks to the faculty, Deans and Scott Campbell for their work on the reviews. Thanks to Dr. Richardson for facilitating the meeting.

Quality Assessment

No report.

Foundation

Dr. Neupauer reported the following:
-Congratulations to Mrs. Shapiro and Mr. Steffler for being named Distinguished Alumni at the Legacy Dinner on October 14.
-The annual Bowling for Scholars event was held on November 10. Proceeds exceed \$12,000. This is an increase of 20% from 2016.
-The Foundation received the draft unmodified audit from Maher Duessel CPAs, and it was reviewed by the Finance committee on November 16.
-End-of-year gifts are being received by the Foundation.
-Dr. Neupauer and Ruth are scheduled to meet with a donor on December 19.
-A community event, Addiction and the Brain, was held in Founders Hall on November 17, with 200 in attendance.

Alumni Council

No report.

Old Business

No report.

New Business

Mr. Steffler announced there will be a special board meeting on December 20, at 1:00 p.m. to approve the 2016-17 audit. No other business will be conducted.

Adjournment

Ms. Paserba moved to adjourn the meeting. Motion Carried. The meeting adjourned at 1:20 p.m.

Jennifer Linn
Secretary *pro tem*