

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

December 12, 2018

Ray D. Steffler Board Room, Main Campus

- Members Present** Ken DeFurio, William DiCuccio, Kim Geyer, Joe Kubit, Gordon Marburger, Bruce Mazzoni, Brian McCafferty, Scott McDowell, Glenn Miller, Gail Paserba, Jennifer Pullar, Bruce Russell, Carmine Scotece, Nancy Staible, Ray Steffler, Joe Taylor
- Also Present** Tina Fleeger, Jim Hrabosky, Jess Matonak, Nick Neupauer, Brian Opitz, Ruth Purcell, Belinda Richardson, Julie Sheptak, Case Willoughby, Matt Kovac, Jean Shumway, Steve Ferris-*Butler Eagle* and Beth Dittmer & Betsy Krisher of Maher Duessel CPAs
- Call to Order** Mr. Steffler called the meeting to order at 12:40 p.m.
- Agenda** Mr. Taylor moved to approve the agenda. Motion Carried.
- Minutes** Mr. Mazzoni moved to approve the Minutes of the October 17, 2018, Regular Board Meeting. Motion Carried.
- Introduction of Guests** Jess Matonak introduced today's guests.
- Executive Session** An Executive Session was held from 12:43-1:52 p.m. to discuss personnel and real estate matters.
- Treasurer's Report** Jim Hrabosky reviewed the October Operating and Capital Funds Budget Summaries as well as the enrollment comparison reports for spring 2018 and 2019.
- Betsy Krisher of Maher Duessel CPAs made a presentation of the 2017-18 audit. The College realized a positive change in net position and received an unmodified opinion which is the highest opinion of assurance. Jim thanked Jake Friel and his staff, Human Resources and Financial Aid for their excellent work on this audit.
- Public Comment** None
- President's Report** Dr. Neupauer reported on the following:
College Activities
-The College will be closed December 24, 2018-January 1, 2019, for the Christmas holiday.

- Kudos to Brian Opitz and his staff for their remarkable job during the recent ice storm. Many thanks to the Campus Police, IT and Jess Matonak.
 - An articulation signing with Slippery Rock University was held on December 4.
 - We are looking at expansion options in Armstrong County.
 - A partnership with Pitt Titusville is on-track for fall 2020.
 - BC3 has the lowest default rate of student loans among the PA community colleges at nine percent. This is positive information for the PA Dept. of Education, Middle States and the federal government. Kudos to Juli Louttit and her staff.
 - Our Center for Economic Education, under David Huseman, continues to do great work. This fall, 120 middle and high school students participated in an entrepreneurship challenge.
 - The Women's Volleyball team is the NJCAA Region XX champions.
 - The BC3 cohort of the Western PA Community College Leadership Institute was selected as the winner of the Capstone Project final presentation on December 10, keeping the President's Cup at BC3. The topic of their project was food insecurity among our students. Thirty percent of our students suffer from this. The group will speak to the trustees about their project at a future board meeting. Team BC3 competed with the Community College of Beaver County and Westmoreland County Community College.
- State and Federal Activities
- Dr. Neupauer attended the annual Association of Community College Trustees' conference in New York City on October 24-26.
 - Dr. Neupauer attended the fall conference of the Community Colleges of Appalachia at the Community College of Beaver County on October 31-November 1.
 - Dr. Neupauer attended a Capital Work Group meeting at the PA Department of Education on November 2.
 - Dr. Neupauer will be seen on PCN soon. He participated in a PA State Association of Boroughs television show. It was a good opportunity to talk about our impact on the region.
 - Sharla Anke and Drs. Neupauer and Richardson attended the annual Middle States conference in Washington, DC. There was much emphasis on assessment and financial success/sustainability.

Executive

No report.

Finance

Mr. McDowell reported a committee meeting was held on December 7. The committee met with representatives from Maher Duessel CPAs and reviewed the 2017-18 audit. The committee also discussed renewal of the College's technology lease with the state. Jim presented information about an RFP for an IT data security audit.

Motion – 2017-18 Audit

Mr. McDowell moved to accept the 2017-18 Audit Report as prepared and presented by Maher Duessel, CPAs. Motion Carried.

Resolution 18-14 – State Public School Building Authority Loan Request

Mr. McDowell moved to request a loan from the SPSBA revolving loan fund for \$1,400,000 to fund the purchase of equipment and technology including, but not limited to: computer equipment, security equipment, professional services and software. Motion Carried.

Resolution 18-15 - State Public School Building Authority Loan Request

Mr. McDowell moved to request a loan from the SPSBA revolving loan fund for \$105,000 to fund the purchase of equipment and technology including, but not limited to: computer equipment, security equipment, professional services and software. Motion Carried.

Motion – IT Security Assessment and Audit Services Contract

Mr. McDowell moved to approve a contract between BC3 and Campus Works, Inc. of Bradenton, Florida, in the amount of \$24,820. Motion Carried.

Facilities

Mr. Miller gave an update on the following:

- Kudos to Brian Opitz and the Operations staff for their work during the recent ice storm. No one was hurt and there was no structural damage.
- The College is looking into downtown student housing options on a small scale.
- An opportunity for a real estate partnership on the Main Campus was discussed.
- We are looking into expansion possibilities in Armstrong County.
- Application for funding for the Victor K. Phillips Nursing & Allied Health building will be submitted to the state in March.
- The President's Office renovation is in process.
- Most of the Main Campus roof repairs are complete.

Personnel

No report.

Academic Assessment No report.

Quality Assessment

Ms. Staible reported the committee met on November 15. The committee discussed the results of Board goals for 2015-2018 and considered new goals for the next cycle. The committee also discussed succession planning. Twenty-two percent of community colleges currently have succession plans. The committee recommends we host a regional meeting to discuss the topic.

Dr. Richardson gave an update on the Middle States progress letter due April 1. The letter will be completed by the end of February.

Foundation

Ruth Purcell reported end-of-year donations are currently being accepted. Thank-you to the board for their contributions.

Alumni Council

Mr. Miller reported on the following:

-There were 114 participants at the recent Bowling for Scholars event, with 17 new sponsors and \$4,500 in in-kind services. The event netted \$11,200.

-The American Legion Posts 117 & 778 are in discussion about establishing a new scholarship.

Old Business

No report.

New Business

No report.

Adjournment

Mr. Mazzoni moved to adjourn the meeting. Motion Carried. The meeting adjourned at 2:48 p.m.

Jennifer R. Pullar, Esq.
Secretary