

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

**June 20, 2018
BC3 @ Cranberry**

- Members Present** Ken DeFurio, William DiCuccio, Kim Geyer, Joe Kubit, Gordon Marburger, Bruce Mazzone, Brian McCafferty, Scott McDowell, Glenn Miller, Gail Paserba, Jennifer Pullar, Bruce Russell, Carmine Scotece, Ray Steffler, Joe Taylor
- Members Absent** Nancy Staible
- Also Present** Tina Fleeger, Jim Hrabosky, Jess Matonak, Nick Neupauer, Brian Opitz, Belinda Richardson, Julie Sheptak, Case Willoughby, Mike Hnath, Rachel Wagoner-Butler *Eagle*
- Call to Order** Mr. Steffler called the meeting to order at 12:30 p.m.
- Agenda** Ms. Paserba moved to approve the agenda. Motion Carried.
- Minutes** Mr. Taylor moved to approve the Minutes of the May 16, 2018, Regular Board Meeting. Motion Carried.
- Introduction of Guests** Jess Matonak introduced today's guests.
- Treasurer's Report** Jim Hrabosky reviewed the May Operating and Capital Funds Budget Summaries as well as the enrollment comparison reports for spring and fall 2017 and 2018.
- Public Comment** None
- President's Report** Dr. Neupauer reported on the following:
College Activities
-The College will be closed July 4-6, 2018, in observance of the Independence Day holiday and on September 1-3, 2018, in observance of the Labor Day holiday.
-A public announcement about our downtown Butler location will be made soon. BC3 will continue to be the convener of the groups working to better downtown Butler.
-The *Pittsburgh Post-Gazette* named the top 20 area colleges and universities, based on total revenue including tuition, fees, grant and endowment earnings. BC3 ranked 19th with a total revenue of \$36.8 million.
-Dr. Neupauer is going forward in establishing his goals for 2018-19 that are aligned with the strategic plan. Filling position vacancies will also continue.
-We are very busy with deferred maintenance projects.

-The Community Health Clinic recently recognized Larry Berg for celebrating 70 years in broadcasting. Dr. Neupauer emceed the event on June 15.

State and Federal Activities

-The community college presidents are hearing good things about the state budget, although nothing is firm at this point.

-Dr. Anna Weitz retired as president of Reading Area Community College. A recognition event was held for her on June 8. Dr. Neupauer spoke on behalf of the community college presidents.

-Ruth is not in attendance today as she is representing Dr. Neupauer and the College at a meeting with Senator Casey regarding Pell grants.

Executive

Mr. Steffler reported there was a joint meeting of the Executive and Personnel committees on May 29, to discuss the status of the faculty contract.

Finance

Jim Hrabosky reviewed the annual insurance renewals, the 2018-19 budget and the 2018-19 tuition policy.

Motion – Insurance Renewals

Mr. McDowell moved to appoint Arthur J. Gallagher, Mitchell Insurance, Inc. and C.W. Howard Insurance Agency, Inc. as brokers for insurance coverage as presented, totaling \$198,604.00. Motion Carried.

Motion – 2018-19 Budget

Mr. McDowell moved to approve the 2018-19 College budget as presented. Motion Carried.

Resolution 18-06 – Tuition Policy for Academic Year 2018-19

Mr. McDowell moved to accept the tuition policy as presented:

Effective July 1, 2018, tuition will be charged at the rate of \$113 per credit hour (for less than 12 credits and greater than 17 credits taken) for Butler County residents. Butler County residents taking 12-17 credits will be charged a flat, full-time rate of \$1,695.

Non-sponsored Pennsylvania residents will be charged at the rate of \$213 per credit hour (for less than 12 credits and greater than 17 credits taken). Non-sponsored Pennsylvania residents taking 12-17 credits will be charged a flat, full-time rate of \$3,195.

Out-of-state residents will be charged at the rate of \$313 per credit hour (for less than 12 credits and greater than 17 credits taken).

Out-of-state residents taking 12-17 credits will be charged a flat, full-time rate of \$4,695.

Motion Carried.

Facilities

Mr. McCafferty reported the committee met this morning to review the bids for the Cranberry renovation project.

Resolution 18-07 – General Construction Bid-BC3 @ Cranberry

Mr. Miller moved to accept the base bid of \$522,500, Alternate #1 in the amount of \$10,600, Alternate #9 in the amount of \$9,900 to Fred L. Burns, Inc. of Shippenville, PA. Fred L. Burns, Inc. submitted the lowest responsible bids for the above-mentioned project. Motion Carried.

Resolution 18-08 – Plumbing Construction Bid-BC3 @ Cranberry

Mr. McCafferty moved to accept the bid of \$149,000 and Alternate #7 in the amount of \$17,400 to East End Plumbing of Pittsburgh, PA. East End Plumbing submitted the lowest responsible bids for the above-mentioned project. Motion Carried.

Resolution 18-09 – Fire Protection Construction Bid-BC3 @ Cranberry

Mr. Taylor moved to accept the bid of \$34,265 and Alternate #1 in the amount of \$6,156 to J & J Fire Protection of Butler, PA. J & J Fire Protection submitted the lowest responsible bids for the above-mentioned project. Motion Carried.

Resolution 18-10 – Electrical Construction Bid-BC3 @ Cranberry

Mr. Miller moved to accept the bid of \$171,171 and Alternate #1 in the amount of \$5,225 to Right Electric of Butler, PA. Right Electric submitted the lowest responsible bids for the above-mentioned project. Motion Carried.

Resolution 18-11 – Mechanical Construction Bid-BC3 @ Cranberry

Mr. McCafferty moved to accept the bid of \$68,900 and Alternate #1 in the amount of \$185 to Advanced Plumbing and Mechanical of Aliquippa, PA. Advanced Plumbing and Mechanical submitted the lowest responsible bids for the above-mentioned project. Motion Carried.

Resolution 18-12 – Architectural and Engineering Construction Bid-BC3 @ Cranberry

Mr. Taylor moved to accept the proposal submitted by DPH Architecture, of Canfield, OH, in an amount not to exceed \$83,763. Motion Carried.

Brian Opitz gave an overview of the Cranberry renovation. The project must be completed by October 31, 2018, per state regulations because of the funding they provided. The process to secure permits from Cranberry Township has begun. The project is scheduled to begin July 1. Lauran Buchanan had done a great job in finding alternate classroom space during the project.

Executive Session

An Executive Session was held from 1:07-2:25 p.m. to discuss personnel matters.

Personnel

Ms. Pullar reported the committee met this morning to discuss wage increases for Administrators and Professional Technical staff, the President’s evaluation by the trustees and the President’s employment agreement.

Motion-Rolling of Presidential Executive Employment Agreement

Dr. DiCuccio moved to approve the rolling of Dr. Nicholas C. Neupauer’s executive employment agreement. His appointment as President shall be extended through June 30, 2022. Motion Carried.

Motion-Wage Increases for Administrators and Professional/Technical Employees

Mr. Marburger moved to authorize wage increases, effective July 1, 2018, through December 31, 2019, based upon performance review. The total amount of wage dollars shall not exceed three and one-half percent of the total 2017-18 salary pool for these positions. Motion Carried.

Academic Assessment No report.

Quality Assessment

Mr. Scotece reported the committee met on April 25, at which time Dr. Willoughby made a presentation on BC3’s student success initiatives. Dr. Richardson provided an update on the College’s General Education program, as well as program reviews.

Foundation

Dr. Neupauer reported on the following:
-Amy Beiler recently retired from the Foundation Board of Directors after 31 years of service. She was a member of the founding board.
-There were 350 scholarship applications received for consideration.
-The annual golf outing is scheduled for August 3. Over 100 golfers have registered to date.

Alumni Council

Mr. Miller reported the Distinguished Alumni recognition is scheduled for October 13, as part of the Oak Hills Dinner. Please let him or Ruth Purcell know if you’d like to submit a name for consideration.

Old Business

No report.

New Business

Motion – 2018-19 Board Meeting Dates

Dr. DiCuccio moved to approve the 2018-19 board meeting dates as presented. Motion Carried.

Motion – 2018-19 Election of Officers

Mr. Taylor moved to elect the following officers:
Chair - Ray Steffler Treasurer - Scott McDowell
Vice Chair - Joe Kubit Secretary - Jennifer Pullar
Motion Carried.

Adjournment

Ms. Paserba moved to adjourn the meeting. Motion Carried. The meeting adjourned at 2:35 p.m.

Glenn T. Miller
Secretary