

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

**October 21, 2020
Conference Call**

Members Present	Ken DeFurio, William DiCuccio, Vicki Hinterberger, Joe Kubit, Robi Lombardo, Gordon Marburger, Brian McCafferty, Scott McDowell, Glenn Miller, Gail Paserba, Jennifer Pullar, Bruce Russell, Carmine Scotece, Joe Taylor, Nadine Tripodi
Members Absent	Kim Geyer
Also Present	Tina Fleeger, Jim Hrabosky, Jess Matonak, Nick Neupauer, Brian Opitz, Ruth Purcell, Belinda Richardson, Julie Sheptak, Case Willoughby, Erika Nail, Steve Ferris- <i>Butler Eagle</i>
Call to Order	Mr. Kubit called the meeting to order at 12:30 p.m. Dr. Neupauer called roll.
Agenda	Ms. Paserba moved to approve the agenda. Motion Carried.
Minutes	There is one correction to the minutes of the September 16, 2020, board meeting. Commissioner Geyer is noted incorrectly as being present. The minutes were accepted as corrected.
Treasurer's Report	Jim Hrabosky reviewed the September Operating and Capital Funds Budget Summaries as well as the enrollment comparison reports for fall 2019 and 2020.
Public Comment	None
President's Report	Dr. Neupauer reported on the following: <u>State and Federal Activities</u> -Dr. Neupauer spoke to a statewide audience as an invited panelist on October 15. The topic of discussion was substance abuse recovery programs. The PA Commission for Community Colleges hosted the event. -The Council of Presidents will hold a virtual meeting on October 29 and 30. <u>College Activities</u> -College staff have been doing a tremendous amount of work. A Diversity, Equity and Inclusion Council was established per the president's call to action about BC3's role as an institution. The Council will up the dialog in these areas as well as recommend professional development regarding diversity, equity and inclusion. -Dr. Richardson and the Deans are doing a great job with the Developmental Education Council.

-BC3's 2017 cohort default rate was recently reported at 8.8 percent. This number represents the loans that students do not pay back to public institutions. A college's default rate is a significant way in which it is evaluated. The national average default rate for community colleges is 15.2 percent; public institutions is 9.3 percent, private institutions is 6.7 percent and all institutions is 9.7 percent. We are very proud of our number as BC3 has the lowest default rate of PA community colleges. Bucks County Community College is second with a default rate of 10.2 percent.

-Dr. Neupauer is scheduled to give a number of presentations:

- o Community Colleges of Appalachia on November 4-5, on the topic of collaboration and partnerships.
- o Strategic Horizon Network on November 9-10, discussing his personal journey related to diversity, equity and inclusion.

-Dr. Neupauer was a guest lecturer in a Risk Management class at California University of PA on October 14.

-On September 24, Dr. Neupauer spoke to a group from Academic Impressions about how community colleges are pivoting this fall to meet student needs.

-All of the above presentations highlight what we do at BC3.

Executive

No report.

Finance

Mr. McDowell reported the committee met on September 21. Agenda items included:

-The 2019-20 audit timeline was presented by Maher Duessel CPAs. The dates are consistent with prior years. The completed draft audit will be presented to the trustees at the December 2, board meeting. There is no expectation the procedure or depth of the audit will be impacted by COVID-19.

-Jim Hrabosky gave an update on the CARES Act funds the College received and how the money was used.

-The annual county budget presentation is scheduled for November 12.

-An update was given on the BC3 @ Armstrong expansion.

-Jim Hrabosky reported on OmniUpdate software. This software is the backbone of the web site. The web site was updated about seven years ago. Jess Matonak, Executive Director of Communications and Marketing, recommends a one-year software extension while we evaluate a plan for redesign of the web site. We negotiated a one-year license extension for the same rate as the last fiscal year.

Motion – OmniUpdate Software Agreement

Mr. McDowell moved to approve entering into a one-year Software Service License and Support Agreement with OmniUpdate of Camarillo, CA. The fee for 2020-21 is \$23,000. The agreement is pending review by the College's Solicitor. Motion Carried.

Facilities

Mr. Miller reported the committee met on September 30. Agenda items included:

- BC3 @ Armstrong – Some design work was completed pre-COVID-19. Public and private funding continues to be pursued.
- South Main Campus Project-Phase I is well under construction with the Operations building ready for occupancy in March.
- Victor K. Phillips Nursing and Allied Health Building-Stantec is conducting a programming study for the building, while considering what space is already available to supplement program needs. This is an \$18 million project and it looks promising the state will provide funding.
- Space Utilization-We are conducting an extensive space utilization study. How can we use available space for community partners? A discussion will take place with Stantec.

Academic Assessment No report.

Quality Assessment

Mr. Scotece reported the committee met on October 16. Dr. Richardson and Sharla Anke, Assistant Dean of Institutional Research, attended the meeting and addressed the following agenda items:

- Middle States Commission on Higher Education-changes in the midpoint review and self-study processes were presented.
- Sharla Anke discussed the timeline for the new strategic plan and updated mission, vision and College goal statement.
- Sharla Anke also discussed trustee self-assessment and the development of two board goals. The trustees will select a self-assessment tool by Thanksgiving. Dr. Richardson thanked Sharla for doing a phenomenal job and reported information will be made available to the trustees shortly.

Mr. Kubit welcomed Mr. Robi Lombardo to the board. Mr. Lombardo will complete Ms. Nancy Staible's term. He is also a member of the Quality Assessment committee.

Foundation

Ruth Purcell reported on the following:

- The Foundation Finance committee met on October 22, to review refinancing proposals of the BC3 @ LindenPointe building. A recommendation will be made to the Foundation board on November 12.
- American Eagle created a \$215,000 grant in 2015 to give as scholarships to their employees who worked at a distribution site that closed. Forty-two percent of the total grant was returned to BC3 in the form of grant administration fees, tuition and fees and residual grant funds. Residual grant funds total \$38,000 that will go to the general scholarship fund.
- An Alumni Council meeting and dinner are scheduled for October 22.

Alumni Council

Mr. Miller reported there are currently 103 lifetime memberships in the Alumni Association. Mr. Ray Steffler purchased the first one. Alumni giving since 2004 is nearly \$3.1 million.

Old Business

None

Executive Session

An Executive Session was held from 1:06 p.m. to 1:45 p.m. for the purpose of discussing personnel matters.

Personnel

Motion – Tenure

Ms. Pullar moved to grant tenure to Jolene Stieb, Dr. Steven Shaffer and Jennifer Taylor. Motion Carried.

Motion – Advancement in Rank

Ms. Pullar moved that the following faculty members advance in rank: Julia Carney to Assistant Professor. Ivory Dunlap, Mary Beth Galante and Melissa Philson to Associate Professor. Motion Carried.

New Business

None

Adjournment

The meeting adjourned at 1:49 p.m.

Jennifer Pullar
Secretary