

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

**May 18, 2022
Lawson Board Room**

- Members Present** Ken DeFurio, William DiCuccio, Kim Geyer, Vicki Hinterberger, Joe Kubit, Robi Lombardo, Gordon Marburger, Brian McCafferty, Scott McDowell, Glenn Miller, Gail Paserba, Bruce Russell, Carmine Scotece
- Members Absent** Jennifer Pullar, Joe Taylor, Nadine Tripodi
- Also Present** Megan Coval, Tina Fleeger, Jim Hrabosky, Jess Matonak, Nick Neupauer, Brian Opitz, Belinda Richardson, Julie Sheptak, Case Willoughby, Marcia Ringeisen
- Call to Order** Dr. DiCuccio called the meeting to order at 11:00 a.m.
- Introduction of Guests** Jess Matonak introduced the guests.
- Agenda** The agenda was accepted as presented.
- Minutes** The minutes of the April 20, 2022, board meeting were approved as written.
- Treasurer's Report** Jim Hrabosky reviewed the April Operating, Capital, Restricted and Federal/State Grant Funds Budget Summaries as well as the enrollment comparison reports for summer and fall 2021-2022. The Treasurer's Report was accepted as presented.
- Public Comment** None
- President's Report** Dr. Neupauer reported on the following:
Local, State and Federal Activities
-We are still working on increasing funding opportunities in the state budget.
College Activities
-Five Commencement ceremonies will be held outdoors today. Over 500 students are graduating.
-The Sports Hall of Fame event was held on May 7. Commissioner Kim Geyer was one of the inductees.
-The Brockway Nurses' Pinning ceremony was held on May 9, with the Main Campus Pinning on May 12.
-The annual Stock Market Game Western Region Awards ceremony was held on the Main Campus on May 11.
-Seventy-nine students were accepted into the Rho Phi Chapter of Phi Theta Kappa Honor Society this spring. This international academic honor society was formed at BC3 in 1968.
-The Quality Assessment committee is scheduled to meet on May 26, to discuss the proposed 2022-27 strategic plan.

-The College was recognized at Senator Tim Shaffer's memorial on May 12. It was an honor to attend.

Executive

Dr. DiCuccio reported the committee met on May 17, to discuss a personnel matter.

Finance

No report.

Facilities

Mr. Miller commended Brian Opitz and the Operations staff for how nice the campus looks. Brian Opitz reported on the following:

- The Victor K. Phillips Nursing and Allied Health Building is on-schedule.
- The Social Sciences building demolition is one month ahead of schedule.
- There are currently nine projects in process both on- and off-campus.

Executive Session

An executive session was held from 11:15 a.m.-12:00 p.m. to discuss personnel-related matters.

Personnel

Mr. Scotece reported the committee met today resulting in the following action:

Resolution 22-15, Data Classification Policy

Mr. Scotece moved to adopt the policy. The purpose of this policy is to establish a framework for classifying Institutional Data based on its level of sensitivity, value and criticality to the College as required by the BC3 Information Security Policy. Classification of data will aid in determining baseline Security Controls for the protection of data. Motion Carried.

Resolution 22-16, Information Security Policy

Mr. Scotece moved to adopt the policy. The purpose of this policy is a measure to protect the Confidentiality, Integrity and Availability of Institutional Data, as well as any Information Systems that store, process or transmit Institutional Data, and to comply with Laws and Regulations governing data privacy and protection. Motion Carried.

Resolution 22-17, Student Complaint and Academic Grievance Policy

Mr. Scotece moved to adopt the policy. The purpose of this policy is to clarify the steps to follow if a student complaint is grade-related or academic in nature, but not grade-related. Motion Carried.

Motion, Amendment of Maintenance, Shipping and Receiving Services, and Custodial Employees Agreement

Mr. Scotece moved to approve the Addendum, effective July 1, 2015-June 30, 2021, by amending the Agreement to add one additional year with the Agreement to expire on June 30, 2023. Motion Carried.

Motion, Administrative Manual, Article VII, Section 7.25 System of Grading

Mr. Scotece moved to approve revisions as presented. Motion Carried.

Academic Assessment Dr. Russell reported the committee met recently with Dr. Richardson and Scott Campbell, Assistant Dean of Academic Assessment, to discuss ways to better assess programs. Based on the suggestions, future program reviews will be better understood by outside agencies such as Middle States.

Quality Assessment -Mr. Scotece reported the committee will meet on May 26, to review the proposed 2022-2027 Strategic Plan, the 2021-2022 mid-year update of the 2017-2022 Strategic Plan and the BC3 @ Armstrong Substantive Change document.

Foundation Megan Coval reported on the following:
-An additional \$109,000 was received in April for the Victor K. Phillips Nursing and Allied Health Building. The funds came from the Janice Phillips Larrick Family Charitable Trust.

Alumni Council Megan Coval reported on the following:
-Upcoming Alumni Association engagement activities includes:

- Nursing alumni reception at Recon Brewery on June 23;
- Foodie Friday in downtown Butler in August;
- “Pioneer Pursuit” Race – a 5K walk/run sponsored by the Alumni Association and Phi Theta Kappa on the Main Campus on September 24. Proceeds will benefit nursing education.

Old Business None

New Business Motion, 2022-2023 Officer Nominations
Dr. DiCuccio moved to accept the slate of officers:
Chair Joe Kubit
Vice Chair William DiCuccio
Secretary Glenn Miller
Treasurer Scott McDowell
Motion Carried. Officer nominations are closed and the election will be held at the June 15, board meeting.

Adjournment The meeting adjourned at 12:13 p.m.

Glenn Miller
Secretary