

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

March 15, 2023

Ray D. Steffler Board Room, Main Campus

- Members Present** Ken DeFurio (via telephone), William DiCuccio, Vicki Hinterberger, Joe Kubit, Robi Lombardo, Brian McCafferty, Scott McDowell, Glenn Miller, Gail Paserba (via telephone), Jennifer Pullar, Bruce Russell (via telephone), Carmine Scotece, Joe Taylor, Nadine Tripodi
- Members Absent** Kim Geyer, Gordon Marburger
- Also Present** Megan Coval, Tina Fleeger, Jim Hrabosky, Jess Matonak, Nick Neupauer, Brian Opitz, Belinda Richardson, Julie Sheptak, Case Willoughby, Cheryl Cavaliero, Kristen Schooley, Mike Hnath, Eddie Trizzino-*Butler Eagle*
- Call to Order** Mr. Kubit called the meeting to order at 12:27 p.m.
- Introduction of Guests** Jess Matonak introduced the guests.
- Agenda** The agenda was approved as presented.
- Minutes** The minutes of the January 18, 2023, board meeting were accepted as presented.
- Treasurer's Report** Jim Hrabosky reviewed the February Operating, Capital, Restricted and Federal/State Grant Funds Budget Summaries. He also presented enrollment comparison reports for spring and summer 2022 and 2023. The Treasurer's Report was accepted as presented.
- Public Comment** None
- President's Report** Dr. Neupauer reported on the following:
State and Federal Activities
-Dr. Neupauer and Megan Coval attended the annual ACCT National Legislative Summit in Washington, DC, on February 6-9. Meetings were held with Reps. Mike Kelly and G.T. Thompson and Senators Casey and Fetterman.
-The annual meeting of the PA Commission for Community Colleges is scheduled for March 26-28, in Harrisburg.
-The annual Community College Day is scheduled for April 24, in Harrisburg. Legislative visits will take place during this visit.
-Dr. Neupauer and Jim Hrabosky will be presenters at a statewide County Controllers' meeting on April 21. They will speak on the topic of our recent ransomware situation.
-Governor Shapiro's preliminary budget includes a two percent increase in community college operating funds. This equals approximately \$166,000 for BC3.

College Activities

- BC3 @ Armstrong opened for classes on March 13.
- Construction of the Victor K. Phillips Nursing and Allied Health Building is moving along well.
- Men’s basketball earned a berth in the National Junior College Athletic Association Division III national championship tournament for the first time in the program’s 55-year history. BC3’s games are expected to be broadcast live by the NJCAA Network website.
- The Middle States Self-Study Design process is moving along. Dr. Anne Wahl, Middle States liaison, will visit campus on April 5, for meetings throughout the day. She is scheduled to meet with the Board of Trustees from 11:15 a.m.-12:00 p.m. in Steffler board room.
- The Business Division has been accredited for another 10 years by the Accreditation Council for Business Schools and Programs.
- The Nursing and Allied Health Division has been accredited for another eight years by the Accreditation Commission for Education in Nursing.
- The College’s literary-art publication, *Facets*, won two awards from the Associated Scholastic Press Association. The awards are First Place with Special Merit and Most Outstanding Community College Literary-Art Magazine for 2022.

Executive

No report.

Finance

Mr. McDowell reported the committee met on March 13, to discuss a software renewal agreement and an application for state capital assistance.

Motion-TouchNet Software Agreement Renewal

Mr. McDowell moved to enter into an application subscription program extension agreement with TouchNet Information Systems, Inc. of Lenexa, Kansas, with the following annual fees:

<u>Term</u>	<u>Amount of Annual ASP Fees</u>
Year 1 (2023-2024)	\$33,693
Year 2 (2024-2025)	\$34,367
Year 3 (2025-2026)	\$35,054
Year 4 (2026-2027)	\$35,755
Year 5 (2027-2028)	\$36,470

Motion Carried.

Resolution 23-01

Mr. McDowell moved to approve the submission of the PA Dept. of Education Application for State Assistance for Construction of Community College Facilities to include an IT Infrastructure Project at an estimated cost of \$600,000.

Motion Carried.

Facilities

Mr. Miller reported the committee did not meet. Brian Opitz gave the following updates:

- On February 3, damage occurred to the HVAC system of the STEM building, affecting the third floor. We have worked with the insurance company and First Energy. No classes were cancelled due to the issue.

-BC3 @ Armstrong opened on March 13. We stayed on-track with a 13-month construction schedule. Thanks to Brian McCafferty for spending a day, helping to assemble furniture. Mr. McCafferty said the building has a very comfortable, industrial feel. It's a huge asset for the community.

-The Victor K. Phillips Nursing and Allied Health Building project continues to be on-schedule. The site fits in the surroundings well. BC3 staff will get the interior of the building up and running in June. The building will be ready for fall classes in August. The construction cost \$18.1 million and was funded without a capital campaign.

Personnel

Ms. Pullar reported the committee met this morning to discuss a sabbatical request and personnel matters.

Resolution 23-02 Michael Dittman Sabbatical

Ms. Pullar moved to grant a one-semester sabbatical leave to Michael Dittman for spring 2024 for the purpose of writing at full pay in accordance with the Agreement By and Between Butler County Community College and the Butler County Community College Education Association/PSEA/NEA. Motion Carried.

Academic Assessment

Dr. Russell reported the committee met on February 22. The committee discussed the five-year program review of the Physical Education-Teacher Education Option program. After discussion with the program coordinator, Dr. Diana Campbell, the committee agreed to recommend the continuation of the program. Assistant Dean Sharla Anke presented an overview of the Middle States timeline from summer 2022 through the Middle States team visit in spring 2025. Dr. Belinda Richardson gave updates on the Accreditation Commission of Education in Nursing visit for the Nursing program and the recent Gen Ed town hall. She also discussed the Medical Assistant program.

Quality Assessment

Mr. Scotece reported the committee met on January 31, with Dr. Neupauer and Assistant Dean Sharla Anke to review the Middle States Self-Study process. The discussion included the upcoming visit from Middle States liaison, Dr. Anne Wahl, on April 5. Board members are asked to keep April 5, open for a meeting with Dr. Wahl from 11:15 a.m.-12:00 p.m. in Steffler board room. The Self-Study co-chairs, Dr. Ryan Kociela and Ms. Laura Wiest were introduced to the committee. The role of the Quality Assessment committee in the self-study process was reviewed. The role of the board as a whole was also discussed.

Foundation

Megan Coval reported on the following:

-BC3 @ Armstrong will be named in memory of the late Rep. Jeff Pyle. The ribbon-cutting event is scheduled for April 12.

-A black tie for the opening of the Victor K. Phillips Nursing and Allied Health Building is scheduled for September 16. A community event will be held on September 20.

Alumni Council

No report.

Old Business	None
New Business	None
Executive Session	An Executive Session was held from 1:25-2:00 p.m. to discuss real estate and personnel matters. No action came out of the Executive Session.
Adjournment	The meeting adjourned at 2:00 p.m.

Glenn T. Miller
Secretary