

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

**June 21, 2023
BC3 @ Armstrong**

- Members Present** Ken DeFurio, William DiCuccio, Kim Geyer, Vicki Hinterberger, Joe Kubit, Robi Lombardo, Gordon Marburger, Brian McCafferty, Scott McDowell, Glenn Miller, Gail Paserba, Jennifer Pullar, Bruce Russell, Carmine Scotece, Nadine Tripodi
- Members Absent** Joe Taylor
- Also Present** Megan Coval, Jim Hrabosky, Jess Matonak, Nick Neupauer, Brian Opitz, Belinda Richardson, Julie Sheptak, Case Willoughby, Cheryl Cavaliero
- Call to Order** Dr. DiCuccio called the meeting to order at 12:35 p.m.
- Agenda** Ms. Pullar moved to approve the agenda. Motion Carried.
- Minutes** The minutes of the May 17, 2023, board meeting were accepted as presented.
- Introduction of Guests** Jess Matonak introduced the guests.
- Treasurer's Report** Jim Hrabosky reviewed the May Operating, Capital, Restricted and Federal/State Grant Funds Budget Summaries. He also presented enrollment comparison reports for 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
-The Council of Presidents is working on operating and capital requests. Jim budgeted for a three percent increase.
-The PA Commission for Community Colleges advocated for increased state funding for PA's 15 community colleges in the 2023-24 fiscal year budget. Governor Shapiro proposed a two percent increase in his initial budget proposal; however, a higher percentage increase is needed to properly fund both the operational and capital needs of the community colleges across the state. The Commission developed a tool to make it easy to advocate for increased funding for Pennsylvania's community colleges. Entering your name on the web site generated a short letter to your Senator and Representative, respectfully requesting increased funding for Pennsylvania's community colleges. Thanks to the trustees that signed the letter.
College Activities
-We are looking at how to deliver Commencement in 2024.

- Dr. Neupauer attended the Community Colleges of Appalachia conference on June 4-6, in Asheville, NC. He is the board chair of CCA.
- Drs. Neupauer and Willoughby made a presentation on generational differences at the Strategic Horizon Network colloquium on June 11-13.
- A BC3 @ Brockway anniversary event, celebrating 10 years of serving the community and five years of educating nursing students, is scheduled for July 28, from 2:00-5:00 p.m. Trustees have been invited. Please RSVP to Julie by July 7.
- The Kids on Campus program is in full swing. There is much activity on-campus.
- We are honored to be the recipient of the Sen. Tim Shaffer bequest of \$3 million. It will be the largest gift BC3 has ever received.

Executive

Mr. Kubit reported the committee met on May 30, to discuss personnel-related matters.

Finance

Mr. McDowell reported the committee met on June 8, to review the proposed 2023-24 budget, tuition policy and insurance renewals as well as an extension of the agreement for the lease of BC3 @ Brockway.

Motion 2023-2024 Budget

Mr. McDowell moved to approve the 2023-2024 budget as presented. Jim Hrabosky reviewed the budget assumptions used in developing the audit.
Motion Carried.

Resolution 23-06 Tuition Policy for Academic Year 2023-2024

Mr. McDowell moved to adopt the tuition policy for academic year 2023-2024 as follows:

Butler County residents	\$130/credit hour
Non-sponsored PA residents	\$233/credit hour
Out-of-state residents	\$333/credit hour

Fees for other services will continue to be set by the Administration.
Motion Carried.

Resolution 23-10 BC3 @ Brockway Lease

Mr. McDowell moved to approve modifying and extending an agreement for the terms of the lease of the Brockway facility with GEC Real Estate at Parkside, LP.
Motion Carried.

Motion 2023-2024 Insurance Renewals

Mr. McDowell moved to appoint Arthur J. Gallagher of Pittsburgh, PA, Mitchell Insurance, Inc. of Butler, PA, and C.W. Howard Insurance Agency, Inc. of Butler as brokers for insurance coverage as presented, totaling \$256,258.
Motion Carried.

Facilities

Mr. Miller reported the committee did not meet. However, he asked Brian Opitz to give a construction update.
-The Victor K. Phillips Nursing and Allied Health Building project began in December 2021 with substantial completion this month. The move-in process

begins in two weeks. Kudos to the College Services staff for planning and scheduling of ordering and delivery of the building's furniture and equipment.

Executive Session An Executive Session was held from 1:15-2:30 p.m. to discuss real estate and personnel matters.

Personnel Ms. Pullar reported the committee met this morning to review updates to the Nepotism and Admissions policies. Wage increases for Administrators and Professional/Technical employees were also discussed.

Resolution 23-07 Nepotism Policy

Ms. Pullar moved to adopt the revisions to the Nepotism Policy as presented.
Motion Carried

Resolution 23-08 Admissions Policy

Ms. Pullar moved to adopt revisions to the Admissions Policy as presented.
Motion Carried.

Motion 2023-2024 Wage Increases for Administrators and Professional/Technical Employees

Ms. Pullar moved to approve authorizing the President to grant wage increases to Administrators and Professional/Technical Employees not to exceed two percent of the total adjusted 2022-23 salary pool for these positions. The President is further authorized to grant a one-time \$1,000 payment for Administrators and Professional/Technical Employees earning \$75,000 (2022-2023) or less. Motion Carried.

Academic Assessment No report.

Quality Assessment Mr. Scotece reported the Self-Study Design document was approved by the Middle States Commission on Higher Education.

Foundation Megan Coval reported on the following:
-The estate of former Senator Tim Shaffer is near-finalized. Funds should be received in early August.
-This spring, BC3 hosted 10 events in partnership with a diverse set of community partners.
-We are wrapping up donor recognition for the Victor K. Phillips Nursing and Allied Health Building. A ribbon-cutting and donor event is scheduled for September 16, followed by a community event on September 20.
-The Foundation partnered with the College in sponsoring "A Night at the Ballpark" on June 6, at Michelle Krill Field at Historic Pullman Park. Over 60 BC3 employees, friends and supporters came to cheer on the Butler BlueSox.

Alumni Council No report.

Old Business None

New Business

Motion 2023-2024 Board Meeting Dates

Ms. Paserba moved to approve the 2023-2024 board meeting dates:

September 20, 2023

October 25, 2023

December 6, 2023

January 17, 2024

March 20, 2024

April 17, 2024

May 15, 2024

June 19, 2024

Motion Carried.

Motion 2023-2024 Election of Officers

Ms. Tripodi moved to elect the officers that were nominated at the May 17, 2023, board meeting:

Chair Joe Kubit

Vice-Chair Dr. William DiCuccio

Secretary Glenn Miller

Treasurer Scott McDowell

Motion Carried.

Resolution 23-09 Naming Recognition

Ms. Hinterberger moved to accept the President's recommendation for naming recognition for BC3 @ Armstrong, The Center for Economic Education and room and spaces in the Victor K. Phillips Nursing and Allied Health Building as attached. Motion Carried.

Adjournment

The meeting adjourned at 2:40 p.m.

Glenn T. Miller
Secretary