

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

**September 17, 2014
BC3 Main Campus**

- Members Present** Joan Chew, William DiCuccio, Kim Geyer, Grace Hawkins, Gordon Marburger, Bruce Mazzoni, Bill McCarrier, Scott McDowell, Gail Paserba, Dick Rittelmann, Nancy Staible, Ray Steffler
- Members Absent** Jim Ferguson, Paul Harris, Jennifer Linn, Glenn Miller
- Also Present** Susan Changnon, Linda Dodd, Jim Hrabosky, Pat Massaro, Nick Neupauer, Brian Opitz, Julie Sheptak, Francie Spigelmyer, Case Willoughby, Michelle Jamieson, Renee Piovesan, James Eckstein-County of Butler, Kate Malongowski-*Butler Eagle*
- Call To Order** -Mr. Steffler called the meeting to order at 12:30 p.m.
-Dr. DiCuccio moved to appoint Mrs. Hawkins as the Secretary for today's meeting. Motion Carried.
-Mr. Steffler introduced Ms. Gail Paserba. Ms. Paserba replaces Ms. Jessica Forsythe who passed away in June. Ms. Paserba's term runs through June 30, 2017.
- Agenda** Ms. Chew moved to approve the revised agenda to include the addition of action items. Motion Carried.
- Minutes** Ms. Staible moved to approve the Minutes of the June 18, 2014, Regular Board Meeting. Motion Carried.
- Introduction of Guests** Susan Changnon introduced today's guests.
- Treasurer's Report** Jim Hrabosky reviewed the June and August Operating, Capital and Restricted Funds Budget Summaries. He also reviewed the 2013 vs. 2014 enrollment comparison report. The Budget Summaries were accepted as presented.
- Public Comment** The Honorable Jim Eckstein (Butler County Commissioner) addressed the Board on the duties and responsibilities of representing the institutions for which he and they are responsible.
- President's Report** Dr. Neupauer reported on the following:
State and Federal Activities
-Community colleges are the only sector of higher education to receive an increase from the state in the latest budget. BC3 will receive an additional \$125,000.

- Dr. Neupauer met with PA Education Secretary, Carolyn Dumaresq, on August 7.
- Dr. Neupauer led the community college presidents' retreat on August 13-14. There are currently five new community college presidents in the state and three with less than two years of service.
- The annual All-Trustee Assembly is scheduled for September 25-26 in Harrisburg. Jim Ferguson and Nancy Staible are attending.
- The PA Commission is developing a new strategic plan.

College Activities

- Fall enrollment is off to a great start as compared to sister colleges. BC3 leads the state with enrollment that is close to last year.
- The fall convocation was held on August 21.
- 50th anniversary activities are in process.
- Internal giving to the Pioneer Proud campaign is currently at 70%.
- The annual county budget presentation is scheduled for October 2.
- The Debt-Free at BC3 campaign is going very well. Kudos to Susan Changnon and her staff.
- Dr. David Anderson had an article published in the spring 2014, *The Hemingway Review*. The article is titled, "Hemingway's Early Education in the Short Story: A Bibliographic Essay on Brander Matthews and Twenty Volumes of Stories at Windemere."
- Ruth Scott is retiring this week after 42 years. Thank-you, Ruth, for great service to BC3.

Committee Reports

Executive

Mr. Steffler reported a Board Work Session was held on June 25 and discussed the following:

- Trustee bylaw review
- Mission and vision statements review
- Board self-assessment
- Student housing.

Finance

Mr. McDowell reported the committee met on September 12, and discussed the following:

- 2014-15 budget preparation
- Proposed changes to the Treasurer's Report as of October 2014
- Copier contract

Motion-Content Management System License & Support Contract

Mr. McDowell moved to enter into a Software General Terms & Conditions Agreement with OmniUpdate, Inc. of Camarillo, CA, for a fee of \$28,000, pending review by the College's Solicitor. Motion Carried. This agreement is part of the College web redesign project.

Resolution 14-15 Copier Bid Award

Mrs. Hawkins moved to approve the bid from ComDoc, Inc. of Pittsburgh, PA, for \$7,508.00 per month for 60 months, which equals \$450,480.00. ComDoc,

Inc. was the lowest responsible bidder. This award is contingent upon approval by the PA Dept. of Education. Motion Carried.

Facilities

Mr. Rittelmann reported the committee met on August 18, and discussed the following:

- Student Housing RFIs- A meeting was held with the Foundation board last week. The Foundation passed a resolution to take the lead in continuing the momentum. The Foundation is authorized to work with a private developer including Arccon or other developers as yet to be determined to begin design/development.
- Content management system contract
- Energy opportunities
- New Castle building lease

Brian Opitz reported on the meeting with the Library architects. The revised plan is to begin construction in March/April 2015, and open the building in August 2016.

Personnel

No report.

Academic Assessment

No report.

Quality Assessment

Ms. Staible reported that a meeting is scheduled for October 22.

Delegate Reports

Foundation

Michelle Jamieson reported on the following:

- The Foundation submitted a request for continuation as an EITC eligible organization. The PA Dept. of Community and Economic Development approved the request.
- The Foundation estimates \$176,600 in scholarships will be awarded in 2014-15
- Mr. Steve Newcaster will be the recipient of the Distinguished Alumni Award at the annual Legacy Dinner on October 18. Honorary awards will be presented to Mr. Bob Heaton and Mr. Ed Shields.
- Net proceeds from the Foundation golf outing held on August 22 is approximately \$53,000.

Alumni Council

-The Alumni Association is finalizing plans for the Bowling for Scholars fund raiser on September 19. To date, 155 bowlers are registered, including 38 students.

Old Business

No report

New Business

Dr. Neupauer reported on a plaque recently hung in the Ray D. Steffler board room, acknowledging Ms. Forsythe's contribution to the Board of Trustees from 2008 until her passing in 2014.

Motion 2014-15 Office of Secretary Nomination

Ms. Chew moved to nominate Mr. Mazzone to serve a Secretary of the Board of Trustees for the remainder of the 2014-15 academic year. Motion Carried.

Ms. Chew moved to close the nominations. Motion Carried.

Resolution 14-13 Naming of the Heaton Family Learning Commons

Ms. Geyer moved to change the name of the John A. Beck, Jr. Library to the Heaton Family Learning Commons. The Beck name, as per the wishes of the Beck family, will continue to be honored at the College in some other way as yet to be determined by the family. Motion Carried.

Resolution 14-14 Naming of the Bennitt House

Mr. McDowell moved to name the main house at 278 Old Plank Road, the Bennitt House. Motion Carried.

Adjournment

Ms. Chew moved to adjourn the meeting. Motion Carried. The meeting adjourned at 1:25 p.m.


Grace Hawkins
Secretary *pro tem*