

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

**December 7, 2016
BC3 Main Campus**

- Members Present** William DiCuccio, Kim Geyer, Grace Hawkins, Joe Kubit, Jennifer Linn, Gordon Marburger, Bruce Mazzoni, Brian McCafferty, Steve Newcaster, Gail Paserba, Sarah Peart-Forbes, Nancy Staible, Ray Steffler
- Members Absent** Scott McDowell, Glenn Miller, Carmine Scotece
- Also Present** Linda Dodd, Jim Hrabosky, Jess Matonak, Nick Neupauer, Bill O'Brien, Brian Opitz, Ruth Purcell, Bruce Russell, Julie Sheptak, Case Willoughby, Paula Crider, Jake Friel, Jean Shumway, Beth Dittmer and Betsy Krisher-Maher Duessel CPAs, Amanda Spadaro-*Butler Eagle*
- Call to Order** Mr. Steffler called the meeting to order at 12:35 p.m.
- Agenda** Mr. Kubit moved to approve the revised agenda to include action items. Motion Carried.
- Minutes** Mr. Mazzoni moved to approve the Minutes of the October 19, 2016, Regular Board Meeting. Motion Carried.
- Introduction of Guests** Jessica Matonak introduced today's guests.
- Treasurer's Report** Jim Hrabosky introduced Betsy Krisher of Maher Duessel CPAs. Betsy presented highlights of the 2015-16 audit. The news is positive with the College getting an unmodified opinion which is the highest level of assurance possible. Jim thanked the internal staff, especially Jake Friel and the Finance Office staff for their work and cooperation during the audit process.
- Ms. Staible gave kudos to the administration for bringing the College from where it was last year to this year.
- Jim reviewed the October Operating, Capital and Restricted Funds Budget Summaries as well as the 2015 and 2016 fall enrollment comparison reports.
- Public Comment** None
- President's Report** Dr. Neupauer reported on the following:
College Activities
-The College will be closed December 26-30, 2016, in observance of the Christmas holiday and also on January 16, 2017, in observance of the Dr. Martin Luther King, Jr. holiday.

- Dr. Neupauer acknowledged the passing of Mr. Ted Cranmer on December 1, 2016. Mr. Cranmer was a member of the BC3 board of trustees from February 1988-June 2005.
- Dr. Neupauer received congratulations from Student Connections (a USA Funds company from Indiana), on BC3 improving the official federal student loan cohort default rate. BC3's rate is the second lowest in the state.
- For the fourth consecutive year, Victory Media has named BC3 a Military Friendly institution.
- The PA State Board of Nursing reported BC3's most recent pass rate at 88.89%. This is up over two percent from last year. BC3's pass rate currently ranks fifth out of the 14 PA community colleges.
- Thank-you to the members of the Academic Assessment committee, Dr. Russell, deans and faculty members for a fantastic meeting on November 29.
- A great Quality Assessment committee meeting was held on November 14, as well.
- Congratulations to the women's volleyball team for being the Region XX champions.
- Team BC3 is the winner of the western PA Community College Leadership Institute Presidents' Cup. The group, made up of eight members of BC3 faculty, administration and staff, joined colleagues from the Community College of Beaver County and Westmoreland County Community College for a leadership series that began in March and culminated with team presentations on December 5.

State and Federal Activities

-Dr. Neupauer, Commissioner Geyer, Ms. Linn, Ms. Paserba, Dr. Peart-Forbes and Mr. Kubit attended the regional trustee meeting at Penn Highlands Community College on November 17. As a result of the meeting, Mr. Kubit has been invited to speak at the annual Lobby Day event in Harrisburg on April 4, 2017, representing the boards of trustees of all 14 PA community colleges.

Executive

No committee report.

Finance

Mr. Mazzoni reported the committee on November 16, to discuss the 2015-16 draft audit with Maher Duessel CPAs. Jim Hrabosky also presented information about the RFP and bidding process for a learning management system.

Motion-2015-16 Audit

Mr. Mazzoni moved to accept the 2015-16 audit report as prepared by Maher Duessel CPAs. Motion Carried.

Motion-Blackboard LMS Master Agreement

Mr. Mazzoni moved to approve entering into a three-year master agreement and order form with Blackboard for the College's learning management system. The agreement is pending review by the College's solicitor. Motion Carried.

Facilities

No committee report. Brian Opitz reported the Children’s Creative Learning Center expansion project is in process. The master plan as well as the deferred maintenance plan are also in process.

Executive Session

An Executive Session was held from 1:13-2:03 p.m. to discuss personnel-related issues.

Personnel

Dr. DiCuccio reported the committee met this morning to continue discussions regarding updates to policies and ordinances.

Resolution 16-11-Alcohol-free Policy

Dr. DiCuccio moved to adopt the revised Alcohol-free policy as presented. Motion Carried.

Resolution 16-12-Drug-free Campus Policy

Dr. DiCuccio moved to adopt the revised Drug-free campus policy as presented. Motion Carried.

Motion-Ordinances No. 1 through 10

Dr. DiCuccio moved to approve the amendments to Ordinances 1 through 8 and the adoption of Ordinances 9 and 10 as presented. Motion Carried.

Academic Assessment

Mrs. Hawkins reported the committee met on November 29, and reviewed seven programs. The reviews were conducted under the new program review process. The new process addresses the Middle States concern that academic program reviews be viable and sustainable. The committee recommends to the board the continuation of the following programs:

- Medical Assistant program
- Parks and Recreation Management-General option program
- Parks and Recreation Management-Law Enforcement option program
- Nursing, R.N. program
- Physical Therapist Assistant program
- Electronics Technology program
- Robotics program

Quality Assessment

Ms. Staible reported the committee met on November 14, to discuss the 2017-22 strategic plan. It is expected the plan will be presented to the board in June for approval. The status of the Middle States follow-up report, focusing on Standard 12-General Education, was also discussed.

Foundation

Ruth Purcell reported the following:

-The Foundation was notified on behalf of an estate that a significant bequest was made to the College. The gift is designated for Nursing.

-The Bowling for Scholars event raised over \$10,500 to support alumni scholarships.

-The Foundation made an accelerated payment (December instead of February) to the College for the Heaton Family Learning Commons.

-A Pioneer Proud Campaign thank-you flyer was created for donors of \$1,500 and greater. The flyer will also be sent as part of a year-end appeal to past donors who did not participate in the campaign.

Alumni Council

No report.

Old Business

No report.

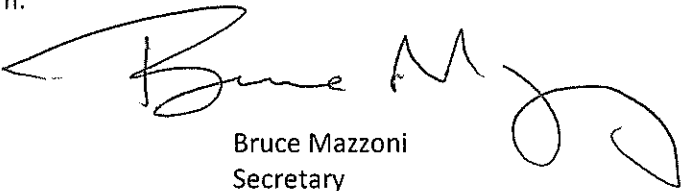
New Business

Mr. Steffler thanked the trustees for their participation this year.

On behalf of the trustees, Ms. Staible thanked Dr. Russell for his work as Interim VPAA the past 18 months. She said he was not a fill-in, but rather a star in the position.

Adjournment

Ms. Linn moved to adjourn the meeting. Motion Carried. The meeting adjourned at 2:30 p.m.



Bruce Mazzone
Secretary