

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

**December 4, 2019**

**Ray D. Steffler Board Room, Main Campus**

**Members Present** Ken DeFurio, William DiCuccio, Kim Geyer, Gordon Marburger, Bruce Mazzoni, Brian McCafferty, Scott McDowell, Glenn Miller, Gail Paserba, Bruce Russell, Carmine Scotece, Nancy Staible, Joe Taylor

**Members Absent** Joe Kubit, Jennifer Pullar

**Also Present** Tina Fleeger, Jim Hrabosky, Jess Matonak, Nick Neupauer, Brian Opitz, Ruth Purcell, Belinda Richardson, Julie Sheptak, Case Willoughby, Jake Friel and Betsy Krisher, Sara Reed of Maher Duessel, CPAs, Steve Ferris-*Butler Eagle*, Joe Wells-*The CUBE*

**Call to Order** Dr. DiCuccio called the meeting to order at 12:32 p.m.

**Agenda** Ms. Paserba moved to approve the agenda. Motion Carried.

**Minutes** The minutes of the October 16, 2019, board meeting were approved as prepared.

**Introduction of Guests** Jess Matonak introduced today's guests.

**Treasurer's Report** Betsy Krisher of Maher Duessel, CPAs reviewed the draft audit of the 2018-19 fiscal year. The College realized a positive change in net position of \$2 million and received an unmodified opinion, which is the highest opinion of assurance. Jim Hrabosky thanked Jake Friel and his staff for their work on the audit. Jake Friel thanked Mr. Mazzoni for his service to the BC3 board of trustees, particularly for his financial expertise.

Motion – 2018-2019 Audit Report

Ms. Paserba moved to accept the 2018-2019 Audi Report as prepared by Maher Duessel, CPAs. Motion Carried.

Jim Hrabosky reviewed the October Operating and Capital Funds Budget Summaries as well as the enrollment comparison reports for fall 2018 and 2019 and spring 2019 and 2020.

**Public Comment** None

**President's Report** Dr. Neupauer reported on the following:

### State and Federal Activities

- Dr. Neupauer attended a Council of Presidents' meeting on October 24-25, in Harrisburg.
- Dr. Neupauer attended the Community Colleges of Appalachia meeting in Kentucky on October 30.
- Dr. Neupauer and several staff members attended the Strategic Horizon Network colloquium on November 7-9, in Las Vegas.
- The Middle States annual meeting is scheduled for December 9-11, in Philadelphia. Dr. Neupauer and two staff members are scheduled to attend.
- Thank-you to the trustees who attended the annual All-Trustee Assembly on November 13, at the Community College of Allegheny County. There was a very good turnout.

### College Activities

- 2018-2019 was a very good year from an audit perspective.
- Dr. Neupauer presented tokens of appreciation to the trustees as a thank-you for their work this year.
- Dr. Neupauer presented Mr. Mazzoni with a gift for ten years of service to the board of trustees. Today is Mr. Mazzoni's last day as a trustee. Mr. Mazzoni said there is no reason for him to remain on the board as the College is running on all cylinders, under great leadership. It was an honor for him to be a part of BC3. Mr. Mazzoni was also acknowledged today for his service to BC3 at the Board of Commissioners' meeting per Commissioner Geyer.
- Ms. Nadine Tripodi was named to complete Mr. Steffler's term on the board of trustees. Her term runs through June 30, 2021.
- Commissioner Geyer announced that Ms. Vicki Hinterberger was named to complete Mr. Mazzoni's term on the board of trustees. Her term runs through June 30, 2021.
- The fifth largest gift in the College's history was recently received from Grove City College.
- On December 5, Butler County Human Services will award BC3 with the Collaborator of the Year Award in recognition of BC3's ongoing partnership with the Human Services system, with a shared purpose of changing lives for a better future.
- We are moving forward with the BC3 @ Armstrong expansion.
- The Food Pantry and Grab & Go stand are doing well. Forty-five Thanksgiving food boxes were provided to those in need. Thank-you to Jen Taylor and Karen Jack for coordinating these efforts. Ruth Purcell also thanked all who have contributed and to Brian Opitz and staff for saving food during the recent power outage.

### Executive

No report.

### Finance

Mr. McDowell reported the committee met on November 18, to review the draft audit report for 2018-2019 and discuss two proposed action items.

Mr. McDowell thanked Mr. Mazzoni for his service to the Board and wished him well. He congratulated Dr. Neupauer on the very good audit report.

Motion – Market Segmentation Audit Services Contract

Mr. McDowell moved to approve a Contract for Services agreement with Clarus Corporation of Alliance, Nebraska, in the amount of \$31,500 plus a not-to-exceed amount of \$3,000 for travel expenses. Motion Carried.

Motion – Blackboard LMS Master Agreement

Mr. McDowell moved to approve a four-year extension of the terms of the Master Agreement and Order Form with Blackboard for the College’s Learning Management System. The total for the four-year extension is \$267,636.

**Facilities**

No report.

**Executive Session**

An executive session was held from 1:15-2:06 p.m. to discuss real estate and personnel matters.

**Personnel**

Mr. Marburger reported the committee met today to discuss the following action items:

Motion – Wage Increases for Administrators and Professional/Technical Employees for January 1, 2020-June 30, 2021

Mr. Marburger moved to authorize the President to grant wage increases to the above employees, based upon performance review. The total amount of wage dollars shall not exceed three and one-quarter percent of the total 2018-19 salary pool for these positions. Motion Carried.

Motion – Campus Security Officers

Mr. Marburger moved to approve the creation of the new position of Campus Security Officer (ACT 235 Certified-armed officers) to the Agreement By and Between Butler County Community College and the Butler County Community College Campus Police Department Independent Union effective December 4, 2019. Motion Carried.

Resolution 19-14 – Record Retention and Disposal Policy

Mr. Marburger moved to adopt the Record Retention and Disposal Policy as presented. Motion Carried.

**Academic Assessment**

Mr. Scotece reported the committee met on November 14, to hear the results of the five-year reviews for the following programs:

1. Graphic Arts (Graphic Design, Photography, Digital Audio & Video Production)
2. Nanofabrication Technology
3. Computer Information Systems Programming Specialist

In the interest of time, Mr. Scotece reported the committee recommends the continuation of each program.

**Quality Assessment** Ms. Staible reported the committee continues to develop the trustee leadership succession plan after consulting with the College's solicitor. The committee is also working on a succession plan for the College's executive leadership team.

**Foundation** Ruth Purcell reported on the following:  
-With the recent gift from Grove City College, we are well on the way to our match for the Victor K. Phillips Nursing and Allied Health building.  
-Ruth presented Ms. Paserba with an Oak Hills pin, representing \$10,000 in gifts to the BC3 Education Foundation.  
-The 2020 goal for the Foundation is to increase bequest funds.  
-Ruth thanked Mr. Mazzoni for his service to the board and for his recommendation to evaluate the Succop Conservancy.

**Alumni Council** No report.

**Old Business** No report.

**New Business** Dr. DiCuccio wished everyone a Merry Christmas.

**Adjournment** The meeting adjourned at 2:15 p.m.

Glenn T. Miller  
Secretary *pro temp*