

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

**June 19, 2019**

**Multipurpose Room, BC3 @ Cranberry**

- Members Present** Ken DeFurio, William DiCuccio, Kim Geyer, Joe Kubit, Gordon Marburger, Brian McCafferty, Scott McDowell, Gail Paserba, Jennifer Pullar, Bruce Russell, Carmine Scotece, Nancy Staible, Joe Taylor
- Members Absent** Bruce Mazzoni, Glenn Miller
- Also Present** Patty Annear, Tina Fleeger, Jim Hrabosky, Jess Matonak, Nick Neupauer, Brian Opitz, Ruth Purcell, Belinda Richardson, Julie Sheptak, Case Willoughby, Steve Ferris-*Butler Eagle*
- Call to Order** Mr. Kubit called the meeting to order at 12:30 p.m.
- Agenda** Ms. Staible moved to approve the revised agenda. Motion Carried.
- Minutes** The Minutes of the May 15, 2019, Regular Board Meeting were approved as prepared.
- Introduction of Guests** Jess Matonak introduced today's guests.
- Treasurer's Report** Jim Hrabosky reviewed the May Operating and Capital Funds Budget Summaries as well as the enrollment comparison reports for summer and fall 2018 and 2019.
- Public Comment** None
- President's Report** Dr. Neupauer reported on the following:  
College Activities  
-The College will be closed on July 4 and September 2 in observance of the Independence Day and Labor Day holidays.  
-We had a very successful Commencement on May 15, with a record number of students marching. There was much planning and coordination on the parts of the Student Services and Operations staffs.  
-A team of nine, including Commissioner Geyer, attended the Strategic Horizon Network Colloquium in Denver on June 1-3. The theme was Social Enterprises. One of Dr. Neupauer's take-aways is BC3 is already doing much along these lines.  
-Summer enrollment is up in headcount.

-Professor David Huseman and the Center for Economic Education hosted the annual Stock Market Game luncheon on May 6. In all, 1,413 students participated in the project.

-A press event was held on May 22, announcing our partnerships with the Community College of Beaver County and the Pittsburgh Butler Regional Airport, to offer an aviation program. This partnership meets a local need in aviation. Thank-you to the trustees, Dr. Richardson, Dr. Ola and Jess Matonak for making this happen.

-Dr. Richardson attended the Airport Authority board meeting last week where she presented the fall 2019 syllabus for the aviation program. Veterans may enroll in the program through the GI Bill. Commissioner Geyer expressed thanks to Dr. Richardson and Jess Matonak on behalf of the Butler County Commissioners.

#### State and Federal Activities

-We are hoping for an increase in the state's operating budget and for funding for our important work in Public Safety/Fire training.

-Much follow-up is being done with our state application for the Victor K. Phillips Nursing and Allied Health building.

#### **Executive**

No report.

#### **Finance**

Mr. McDowell reported a meeting was held on June 11 to discuss:

- 2019-20 budget
- 2019-20 insurance renewals
- 2019-20 tuition policy
- Ellucian contract

#### Motion-2019-20 Budget

Ms. Paserba moved to approve the 2019-20 budget as presented. Motion Carried.

#### Motion – 2019-20 Insurance Renewals

Mr. McDowell moved to appoint Arthur J. Gallagher, Mitchell Insurance, Inc. and C.W. Howard Insurance Agency, Inc. as brokers for insurance coverage as presented for 2019-20 at \$194,333.00. Motion Carried.

#### Motion – Bright Lights Innovations, LLC

Ms. Paserba moved to approve executing an addendum to a Management and Educational Consulting Agreement with Bright Lights Innovations, LLC, of Hermitage PA, dated September 1, 2017, covering additional consultations for the Butler County Unified Plan project and the Butler County Growth Collaborative. Additional consultation will be capped at \$30,000.00. The addendum will terminate on December 31, 2019. Motion Carried.

Resolution 19-10 – Tuition Policy for Academic Year 2019-20

Mr. McDowell moved to approve the following tuition policy:

Effective July 1, 2019, tuition will be charged at the rate of \$118 per credit hour (for less than 12 credits and greater than 17 credits taken) for Butler County residents.

Butler County residents taking 12-17 credits will be charged a flat, full-time rate of \$1,770.

Non-sponsored Pennsylvania residents will be charged at the rate of \$218 per credit hour (for less than 12 credits and greater than 17 credits taken).

Non-sponsored Pennsylvania residents taking 12-17 credits will be charged a flat, full-time rate of \$3,270.

Out-of-state residents will be charged at the rate of \$318 per credit hour (for less than 12 credits and greater than 17 credits taken).

Out-of-state residents taking 12-17 credits will be charged a flat, full-time rate of \$4,770.

The flat, full-time rate will not be applied for courses offered during the summer term. Tuition for the summer term will be assessed on a per credit hour basis.

And further, fees for other services will continue to be set by the Administration.

Motion Carried.

Motion – Ellucian Software Agreement Amendment

Mr. McDowell moved to enter into a five-year Software General Terms and Conditions Agreement Amendment at a rate of \$166,308 per year through 2023-24 for Cloud Services. An onboarding service fee of \$115,000 will be assessed in 2019-20. Motion Carried.

**Facilities**

Mr. McCafferty reported the committee met this morning to discuss:

- Victor K. Phillips Nursing and Allied Health building.
- Phase I of the South Campus Project is underway with the permitting process started. Phase II will begin next year.
- We continue to look for expansion space in the Ford City area.
- A roofing contractor is currently doing a study and will make recommendations for Main Campus roofs in need of repair or replacement.
- Upgrades to lighting in the Field House and outdoors on the Main Campus will be done this summer.

**Executive Session** An Executive Session was held from 1:08-1:27 p.m. to discuss personnel matters.

**Personnel**

Ms. Pullar reported the committee met this morning to discuss:

- Dr. Neupauer evaluation
- Dr. Neupauer’s executive employment agreement
- Personnel matters

**Motion-Rolling of Presidential Executive Employment Agreement**

Ms. Pullar moved to approve the rolling of Dr. Neupauer’s executive employment agreement as President of Butler County Community College. His appointment as President shall be extended through June 30, 2023. No other action will be taken. Motion Carried.

**Academic Assessment** No report.

**Quality Assessment**

Ms. Staible reported the committee has met regularly to develop a succession plan for the trustees and the executive committee of the board. A draft was distributed to the board. The document will be discussed at the September board meeting. Ms. Staible thanked Dr. Russell and Mr. Scotece for their work on creating this document. They thanked Ms. Staible for being a great taskmaster.

**Foundation**

Ruth Purcell reported on the following:

- Gifts continue to be received in memory of Sarah Kasunic. Thanks to The Power of 100+ Women Butler group and Sarah’s Tennessee employer for their recent gifts. Over \$13,000 has been received or committed to date.
- The donor endowed scholarship-spending rate for 2019-20 was analyzed and prepared.
- There are currently 102 endowed scholarships, with \$156,000 available for application requests.
- The Foundation supports many community events. The Community Health Clinic Cornerstone Award banquet and various golf outings are currently being supported.
- An RFP for investment management will be conducted in the fall.

**Alumni Council**

No report.

**Old Business**

No report.

**New Business**

On behalf of the trustees, Mr. Kubit congratulated Dr. Neupauer as the recipient of the Butler Health Clinic Cornerstone Award for his significant contribution to Butler. Mr. Scotece read an email of congratulations from a former student,

expressing thanks and admiration for the positive impact Dr. Neupauer had on the student nearly 20 years ago.

Motion – 2019-20 Board Meeting Dates

Mr. Scotece moved to accept the 2019-20 board meeting dates as presented:

September 18	March 18
October 16	April 15
December 4	May 13
January 15	June 17

Motion Carried.

Motion – 2019-20 Officer Election

Mr. Scotece moved to elect the officers that were nominated at the May 15, 2019, board meeting:

Chair	Mr. Joe Kubit
Vice Chair	Dr. William DiCuccio
Treasurer	Mr. Scott McDowell
Secretary	Ms. Jennifer Pullar

**Executive Session** An Executive Session was held from 1:45-3:18 p.m. to discuss real estate matters.

**Adjournment** The meeting adjourned at 3:18 p.m.

Jennifer R. Pullar  
Secretary