The meeting of the Montgomery County Community College Board of Trustees was held on Monday, April 17, 2006, at 4:00 p.m. in the East House Board Room.

Board of Trustees – Present:
Mike Bitner, Chairperson; Andrew Cantor, Secretary; Michael D'Aniello, Treasurer; Lea Bramnick; Charles Kahn; Lynne Lechter; Richard Montalbano; Joseph Palmer; Dennis Sharkey; Thaddeus Smith

Board of Trustees – Absent:
Anthony DiSandro, Vice Chairperson; Trudy Mann, Assistant Secretary; Jim Genuardi; Ed Mullin

Also Present:
Karen Stout, President; Susan Adams, Director of Marketing and Communications; Eric Almonte, Director of Equity and Diversity Initiatives; Joan Brookshire, Associate Vice President of Academic Affairs; Suzanne Holloman, Dean of Workforce Development and Continuing Education; Ken Kaiser, Vice President for Administration and Finance; John Flynn, Vice President of Academic Affairs, Provost; Dean Foster, Vice President, West Campus Administrative Officer; Debbie Levin, Professor of Education; Rhoda McFadden, History Professor, President of the Faculty Union; Amanda Mandia, Executive Associate to the President; Alana Mauger, Coordinator of Public Relations; Steady Moono, Dean of Student Success; George Mulligan, Executive Director of Capital Projects and Support Services; Ben Prybutock, Director of Criminal Justice and Fire Science; Celeste Schwartz, Vice President for Information Technology; Aaron Shatzman, Dean of Social Sciences; Kathrine Swanson, Associate to the President for Institutional Effectiveness and Strategic Initiatives; Evon Walters, Vice President for Student Affairs and Enrollment Management

Call to Order

Chairperson Bitner called the meeting to order at 4:05 p.m.

Approval of Minutes

The minutes from March 20, 2006 were unanimously approved.

Introduction of Guests

Ms. Schwartz introduced the guests in attendance.

Treasurer’s Report

Mr. D’Aniello reported for the Committee.
- **For the Nine Months Ending March 31, 2006**

  There were no unusual transactions and the College is on budget.

Mr. D'Aniello made a motion to approve the Treasurer's Report for the nine months ending March 31, 2006. Mr. Sharkey seconded the motion and the Board unanimously approved the Treasurer’s Report.

**President’s Report**

Dr. Stout reviewed highlights of the President’s Report.

- **Students**

  The film, *Never*, created by Communications Program student, Sam Cahill, as part of a class assignment, was chosen to be in competition for the Best Experimental Film prize at the Greater Philadelphia Student Film Festival.

  There were 36 new members inducted into Phi Theta Kappa (PTK) at the Spring Induction Ceremony at the Pottstown campus on March 31. There were 123 new members inducted into PTK from the Central Campus on April 7.

  The Pottstown campus hosted its 5th annual Lasagna Dinner on Thursday, March 30th. The dinner was sponsored by Inter-Club Relations and raised $1,001. Proceeds from this program will be donated to the Pottstown Downtown Foundation. This year the students honored the Associate Dean of Student Affairs and Enrollment Management, Harry Nadeau.

- **Faculty/Staff Kudos**

  On April 7, the College hosted the American Association of Community Colleges sponsored Regional Service Learning Workshop at the Central Campus. Several best practice breakout sessions were offered by Neil Goldstein, Coordinator for the Communication Program, who presented “Telling Stories through Service Learning,” and also by Vicki Bastecki-Perez, Dean of Health and Physical Education; Debra Eckman, Director and Assistant Professor Medical Laboratory Technology; Joan McClintock, Professor of Dental Hygiene; and Kathleen Schreiner, Director of Workforce Development Health Careers, West Camps, who collaboratively presented “Health Careers Service Learning: An Interdisciplinary, Collaborative Approach.”

  Alana Mauger, Public Relations Coordinator, was elected to the College and University Public Relations Association of Pennsylvania (CUPRAP) Board of Directors and will serve a two-year term effective immediately. She is the only community college representative on the current board.
- **Program News**

The College has signed a lease with MACS to use their state-of-the-art modern facilities in Lansdale for the Automotive Technology Program beginning July 1, 2006. This collaboration will be beneficial to our automotive students because of the close proximity to the Blue Bell campus. Automotive students will now be more closely integrated into the College’s campus life and opportunities will exist for further expansion of the program, which did not exist at the current location. This lease replaces the current relationship with the Eastern Vocational Technical School.

- **Process Improvements**

The Financial Aid Office has implemented the Auto Packaging Module in Datatel which will have a dramatic process improvement effect for our students. Students will be provided with a completed Federal Financial Aid Package at the time the Initial Award Letter is generated and the Financial Aid Office will have better control over the processing of Federal Stafford Student Loan requests.

- **Gifts and Grants**

The College was included as one of four community college partners in Bucknell University’s recently funded Jack Kent Cooke Foundation’s Community College Transfer Initiative grant. The grant, in the amount of $800,000, will provide our most talented students with an opportunity to earn a four-year degree at Bucknell University through a formal partnership. Congratulations to Evon Walters, Vice President for Student Affairs, Steady Moono, Dean of Student Success, and Aaron Shatzman, Dean of Social Sciences, for their work in developing this relationship.

On April 7, the College hosted a press conference as Senator Robert Wonderling presented the College with a $50,000 check to support the Cluster Computing Project in the ATC.

The College has been awarded $30,000 for the 2006-2007 Lively Arts Series. Kudos to Helen Haynes, Director of Cultural Affairs, for the successful grant application to the Philadelphia Music Project.

The College was awarded a Ready Campus Grant in the amount $2,200 by Pennsylvania Campus Compact in support of CERT training. The Pennsylvania Emergency Management Agency and the U.S. Department of Homeland Security provided the funds.

- **Events of Note**

The 14th Annual Founder’s Ball was held on March 25 at the Blue Bell Country Club. Net proceeds to date are $55,446.
The 2006 Deans’ Lecturer will be Dr. Paul Steinhardt, the Albert Einstein Professor of Physics at Princeton University. He will discuss "The Beginning of the Universe and the Future of the Universe" on April 27.

The Alumni Association's first Pancakes-n-Handshakes breakfast was held in March 22. Approximately 30 alumni and community business leaders attended the networking event. The next one is scheduled for April 19 and will feature Celeste Schwartz, Vice President of Information Technology, who will offer "Tips on Securing Your Computer and Information." Kudos to Kerri Murphy, Annual Giving/Alumni Relations Coordinator, for initiating this new program.

The College will host a Healthy Lifestyles Expo on April 21 at 16 High Street in Pottstown. The event is sponsored by State Representative Thomas Quigley, the College and the TriCounty Community Network.

- **President’s Outreach**

  On March 22 I delivered testimony to the Senate Education Committee on the importance of articulation for community college students. My testimony is included in this packet.

- **Other**

  Dr. Stout made the Board aware of a recent report, “The Rising Tide,” which was the result of a year-long effort by a Harrisburg Think Tank commissioned to examine the issues of higher education over the next decade. Dr. Stout offered a formal response on behalf of the Commission for Community Colleges.

  Mr. Bitner and Mr. Palmer attended the annual All-Pennsylvania Academic Team meeting and dinner in Hershey earlier this month. Three students from the College were honored as members of the Academic Team.

  Jane Eisner, Vice President for Civic Initiatives at the National Constitution Center, will serve as the keynote speaker during the College’s 2006 Commencement ceremonies, which will be held on May 18 in Blue Bell. She is a well respected professional, journalist, nationally syndicated columnist, author, and community leader.

Mr. D’Aniello asked for further information on the Bucknell agreement.

Dr. Stout explained that some of the funding will be used as scholarships for the students and some will be for Bucknell to set up an infrastructure to help support community college students matriculating into their University. The details on are still being worked out.
Ms. Lechter asked how the number of PTK students being inducted this year compared to previous years.

Dr. Foster responded that the numbers have continued to increase. Dr. Stout noted that the College has won the Pinnacle Award for many years, which recognizes the PTK chapters whose membership has increased by at least ten percent in an academic year.

**Finance Committee**

Mr. Kahn reported for the Committee.

- **Univest Investment Plan**

  Univest has spent the past six weeks working with the College to assess current investments, cash position, and short and long term liquidity needs. As the College's current investments mature, funds are transferred to Univest where they are deposited into a liquid money market account. Upon the Committee's approval, Univest will begin actively investing College funds in a diversified portfolio of direct U.S. Treasury bills, Notes, Bonds and government agencies. Univest will provide the College with monthly statements of activity as well as detailed quarterly performance reports. Quarterly performance presentations will be conducted for the Finance Committee and annual performance presentations for the Board of Trustees. The current contract runs through December 2006

  This item is for information only.

- **Food Service at the West Campus**

  The College is currently investigating options for providing full food service for the West Campus.

  This item is for information only.

- **2006 - 2007 County Budget Request**

  Members of the Finance Committee and Dr. Stout presented the budget proposal to the County Commissioners. The presentation included a request for a 9.1 percent ($1,240,000) increase in Operating Budget funding and no increase in Capital Budget funding. This request would bring the County closer to the mandated 1/3 level of operating support from 25.5 percent to 26 percent.

  This item is for information only.

**Curriculum Committee**

Mr. Palmer reported for the Committee.
- **Criminal Justice AAS Academic Program Review**

  The Curriculum Committee reviewed the program advisory committee’s recommendations for the Criminal Justice AAS program. The program experienced strong growth (40 percent and 83 percent over 5 years), has a strong compliment of full and part time faculty, and is fiscally sound. There were no proposed modifications to the program. The recommended goals for the program include full interaction with the All-College Curriculum Committee, maximizing Computer Information and Accounting resources, expanding E-Learning opportunities, revising articulation agreements with the Police Training Academy, and broadening networking and tracking processes.

  Mr. Palmer made a motion for the approval of the academic program review recommendations for the Criminal Justice AAS Program. Ms. Lechter seconded the motion.

  Mr. Sharkey asked if the graduation percentage reflected the number of students being certified through Act 120. Mr. Prybutock and Dr. Stout responded that those numbers were independent of each other. The Act 120 program is offered through the Workforce Development and Continuing Education Division.

  The Board unanimously approved the program review recommendations for the Criminal Justice AAS Program.

- **Secondary Education AS Academic Program Review**

  The Curriculum Committee reviewed the program advisory committee’s recommendations for the Secondary Education AA. The program is geared towards developing the students’ knowledge to the level where they can transfer to a four year school. Total enrollment has increased by almost 50 percent over the last five years. Retention is strong. There are no proposed modifications to the program. The recommended goals include concentrating on the ideal balance of full and part time ratio of faculty and improving the tracking system to monitor students’ accomplishments after leaving the College.

  Mr. Palmer made a motion for the approval of the academic program review recommendations for the Secondary Education AA. Mr. Smith seconded the motion and the Board unanimously approved the program review recommendations.

  Ms. Lechter complimented the manner in which the program review was presented as it offered a comprehensive perspective of the impact the program makes financially, on the student, and on the community.

- **Child Care Center Update**

  Debbie Ravacon, Director of Childcare Center, and Evon Walters, Vice President of Student Affairs, presented an overview of the Child Care Center to the
Curriculum Committee. The Center has achieved accreditation from the National Association for the Education of Young Children (NAYEC). They have been awarded 4 star status from the Pennsylvania Keystone Stars reimbursement system. Since opening the Center in 2001, they have received $93,500 in small grants and $48,000 in Pell Grant money. The Center is recognized as a regional model and provides a vital service to the students in an energized and effective manner. Mr. Palmer encouraged Board members to arrange a personal visit to the Center.

Dr. Stout noted a *Wall Street Journal* article that reported on the difficulty parents have finding quality child care and that national accreditations and state rankings are important tools in the decision making process. The four star status of the Child Care Center and its NAYEC Accreditation are valuable credentials that are important to parents as they choose care for their children.

Mr. Kahn asked about the percentage of students enrolled at the Child Care Center who are children of students, faculty or staff.

Dr. Stout and Dr. Walters responded that approximately 80 percent of the children are College-related enrollments and the remaining 20 percent are primarily children participating in summer camps.

This item is for information only.

- **Faculty Accomplishments**

  Mr. Palmer encouraged the Board to review the list of faculty accomplishments listed in the Board Packet.

This item is for information only.

**Personnel Committee**

Dr. Stout reported for the Committee.

- **Full-time Professional Hires March 1 – March 31, 2006**

  Penelope Sawyer, Director of Admissions
  Effective: March 27, 2006

  Medea Rambish, Director of Developmental Studies
  Effective: March 13, 2006

- **Full-time Administrative Separations March 1 – March 31, 2006**

  David Hindley, Sr. Network Engineer
  Effective: March 10, 2006
Mr. D'Aniello made a motion to ratify the full-time professional appointments and separations made March 1 through March 31, 2006. Mr. Palmer seconded the motion and the Board unanimously ratified the appointments and separations.

**Chair's Report**

Mr. Bitner noted the Retiree Reception that was held immediately prior to the Board meeting. The reception honored eleven retirees who had collectively served the College for 312 years.

**Old Business**

Dr. Stout noted that the next meeting would be in the new facility at 16 High Street in Pottstown and that there would be parking available immediately outside of the building for the Board.

**New Business**

Mr. D'Aniello requested that the Board have a moment in silence to recognize the passing of their colleague, Mr. John Rotelle.

**Adjournment**

The meeting was unanimously adjourned at 4:45 p.m. The next meeting is scheduled for Monday, May 15, 2006 at 4:00 p.m. in the Conference Room at 16 High Street.

____________________________________   Andy Cantor  
Secretary  

Board Minutes, April 17, 2006