The meeting of the Montgomery County Community College Board of Trustees was held on Monday, March 18, 2013 at 4:00 p.m. in the Rotelle Family Board Room, East House, Central Campus.

Board of Trustees – Present:
Michael D’Aniello, Chairperson; Regina Lowrie, Treasurer; Trudy Mann, Secretary; Marcel Groen, Assistant Secretary; Moon Ahn, Susan Arnhold, Geoffrey Brandon, Margot Clark, Sean Kilkenny, Eric Kretschman, Richard Montalbano, Ellen Toplin

Absent: Andy Cantor, Vice Chairperson; Ed Mullin, John Rafferty

Also Present:
Karen Stout, President; Marc Davis, Solicitor; Thomas Freitag, Vice President for Finance and Administration; Steady Moono, Vice President for West Campus; Peggy Lee-Clark, Executive Director of Government Relations & Special Projects; Sharon Beales, Vice President for Development and External Relations; Kathrine Swanson, Vice President for Student Affairs and Enrollment Management; Celeste Schwartz, Vice President of Information Technology; Vicki Bastecki-Perez, Vice President of Academic Affairs and Provost; Aaron Shatzman, Dean of Social Sciences and Interim Dean of Arts and Humanities; Rose Makofske, Director of Equity and Diversity Initiatives; Lynn Rothman, Executive Director of Marketing and Communications; Joshua Mitchell, Director of Training and User Support Services; Deb Rogers, Executive Assistant to the Board of Trustees; Hilda Hynes, Student Peer Mentor

Call to Order

Chairperson D’Aniello called the meeting to order at 4:00 p.m.

Pledge of Allegiance

Hilda Hynes, a student peer mentor, led the attendees in reciting the Pledge of Allegiance.

Introduction of Guests

There were no new guests in attendance.

Public Testimony

There was no public testimony.

Consent Agenda

Trustee Brandon made the motion to approve Consent Agenda Items A through L for the month of March as presented. Trustee Lowrie seconded the motion and the Board unanimously approved Consent Agenda Items A through L.

A. Approval of February 19, 2013 Minutes

B. Treasurer’s Report Through February 28, 2013
C. **Financial Aid Verification Quarterly Update**
The College has put in place a corrective action plan to decrease verification errors and shares progress with the Board of Trustees on a quarterly basis.

D. **Review of Investment Performance for January 31, 2013**
The average duration has shortened to 2.19 years and the average yield-to-maturity has decreased to 1.22% for the current bond portfolio.

E. **2013-14 Academic Calendar Revision**
On February 14, 2013, the All-College Curriculum Committee unanimously endorsed the calendar option (Attachment 1) with instructional days for spring 2014 from 1/13/14 to 4/28/14. The calendar includes two Readings Days (4/29/14 and 4/30/14) of which one may or may not be used for Faculty Professional Development Day. The endorsed proposal also recommends the following start and end dates for the summer 2014 semester---5/8/14 to 8/23/14. The All-College Student Life Committee voted on the Curriculum Committee’s endorsed calendar.

F. **Sabbaticals**
Dr. Marc Schuster, Assistant Professor of English, has requested a sabbatical for spring 2014 in order to compose a “Writing Across the Curriculum” handbook that will allow faculty from all disciplines to better support their students’ competencies in writing, research, and information literacy skills. Dr. Thea Howey, Assistant Professor of English, has requested a sabbatical for spring 2014 in order to conduct an in-depth study of the Harlem Renaissance, a cultural flowering of African-American artists between 1915 and 1935, and to share this research with 5th–8th graders at the Eisenhower Middle School in Norristown.

G. **Curriculum Modification: Theatre Arts (A.A.)**
TAOC has determined the content and competencies that need to be included in a Theatre Arts program to insure that community college students can transfer as a Theatre major to state system and opt-in institutions. The recommended modifications to our existing program are required in order to meet these new guidelines.

In summary, the following changes in the program are proposed:

- Deletion of THA 290, a capstone course.
- Reconfiguration of two Theatre Production Workshops (THA 150 and THA 151) and the Theatre Practicum course (THA 203) into a three course sequence in Stagecraft.
- Modification of the terminology in learning outcomes for all courses to align with outcomes specified by the TAOC PAC.
- Specification of particular courses in English, Speech, and Communications to meet the College’s General Education Core requirements while satisfying TAOC standards.

H. **Faculty Accomplishments**
The monthly update on faculty accomplishments is provided to give the Board of Trustees an ongoing glimpse of the many strengths of our academic community.
I. Global Corporate College Briefing
Five corporate contracts for non-credit services have been secured in partnership with Global Corporate College (GCC), 1) SKF USA Inc. a Finish company with its U.S. headquarters in Kulpsville; 2) Cobham a UK company with an operation in Montgomeryville; 3) Blommer Chocolate Company, headquartered in East Greenville; 4) Pointroll a Gannett Company in King of Prussia; and 5) Stein Seal Company, headquarters in Kulpsville.

J. Campus Trail Plan and Design
Part of the College’s current Master Plan to 2025 is to develop a trail system that connects the College with Whitpain Township and other major trail systems throughout the county. To implement this project, the College met with representatives from the Land Concepts group to develop a plan to proceed. Based on that meeting it was decided that the College should apply for a Department of Conservation and Natural Resources (DCNR) grant that would fund the planning phase of the project.

K. Ratification of March Professional Appointments and Separations

- Administrative Appointments (3)

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jennifer Streff</td>
<td>NBC2 Grant Program Manager</td>
<td>2/20/13</td>
</tr>
<tr>
<td>Enrico Crispo</td>
<td>Director of Leadership Development and Talent Management</td>
<td>2/26/13</td>
</tr>
<tr>
<td>Jamie Garrido</td>
<td>Associate Vice President for Facilities and Construction</td>
<td>5/6/13</td>
</tr>
</tbody>
</table>

- Separations

- Full Time Faculty (1)

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ryan Johnson</td>
<td>History Assistant Professor</td>
<td>2/18/13</td>
</tr>
</tbody>
</table>

L. Employee Turnover Rates:
We experienced a turnover rate of 3.15% for the first quarter of 2011 and a turnover rate of 2.6% for the first quarter of 2012.

President’s Report

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

- Student Success Indicators
Three key student success indicators are moving in the right direction. First, the fall 2012 to spring 2013 persistence rate for new students in the fall is 67.6 percent, compared to 65.1 percent for fall 2011 to spring 2012. This is the official persistence rate based on census date enrollments. Second, the total number of students enrolled on first day, who were no longer enrolled on the third week census date was 247 (1.96 percent) of total enrollment from the spring first day. This compares to 293 (2.29 percent) in spring 2012. Third, 417 (3.36 percent of enrolled students)
students were reported as No Shows at the end of the second week of classes, compared to 528 (4.13 percent of enrolled students) in spring 2012.

- **Enrollment Summary**
  Priority Registration began on March 4, for the fall 2013 semester with Open Enrollment beginning on March 14. As of March 18, total unduplicated fall headcount is up 1.72 percent compared to last year. Total credit hours are up 1.75 percent compared to last year. Summer 2013 total credit hours are up 1.46 percent compared to last year.

- **Student Leadership/Service Learning/Co-Curricular Accomplishments**
  The Student Government Association and Inter-Club Council at West Campus sponsored the 12th Annual Lasagna Dinner on February 22. Eight clubs participated in this year’s dinner and raised $1,114 for the West Student Scholarship, which was donated in memory of Dr. Ryan Johnson. Dr. Johnson served as an advisor to two student organizations – the West Chapter of Phi Theta Kappa and the Book Club. This year, the students offered a new format that included seating for a dinner theater performance by the West Campus Drama Club, at which the students provided a reading of an original play, authored by one of our students, Ryan Beck.

  At the Phi Theta Kappa’s Middle States Regional Convention on March 2, Dr. Ryan Johnson was recognized with the Horizon Award for Outstanding Advisors, based on the recommendation from the regional coordinators. In addition, the Beta Tau Lambda chapter at the West Campus was awarded the Phi Theta Kappa Executive Director’s Achievement Award, recognizing a newly chartered chapter that has completed at least the first two levels in the Five Star Chapter Development Plan. The Beta Tau Lambda chapter completed all five levels.

- **Build Curricular Relevance, Innovation in Delivery and Supportive Faculty Development Systems**
  The College and Drexel University have established a collaboration that will provide residents and workers in Montgomery County and the tri-county area access and opportunity to seek educational attainment beyond the associate degree at the West Campus. The agreement makes Drexel the College’s sixth University Center partner overall and the first one to offer a doctoral program in Pottstown. Specifically, Drexel University will offer a Doctor in Education (Ed.D) in Educational Leadership and Management and a Master Degree in Learning Technologies and in Educational Improvement and Transformation. They will also be offering several Professional Development Certificates (PDCs).

  The Medical Laboratory Technician (MLT) Program had a 100 percent pass rate for graduates taking the American Society for Clinical Pathology Certification Examination during 2012. All passed on their first attempt. A required minimum passing score of 400 is needed with a national mean for 2012 being 495. The College’s program mean for 2012 was 617 or 24.6 percent above the national mean.

- **Develop an Engaged Community**
  On February 25, the College hosted the annual Richard K. Bennett Distinguished Lectureship for Peace and Social Justice, with guest speaker, Emily Hunter. Hunter addressed a crowd of more than 400 students, staff, and local residents in what she called “Activism 2.0: The Rebirth of the Environmental Movement.”
On March 10, the College collaborated with Siemens Industry Inc. to have a float in the St. Patrick’s Day parade in Philadelphia. Students from the Environmental Club marched with Siemens representatives alongside the float, which highlighted some of the College’s green efforts. The parade aired live on CBS 3 and is available via Comcast On Demand “Local.”

On March 14, the College’s Dental Hygiene Clinic hosted a dental sealant clinic for children ages 6-14. The sealant program is made possible through the generous support from the North Penn Community Health Foundation and the Pottstown Area Health & Wellness Foundation.

For the first time in several years, the College has surpassed our campaign goal in our yearly United Way Campaign. Together, College employees raised $17,826 for the United Way Campaign, which was facilitated by a dedicated team including:

- Joyce Galloway, Administrative Assistant Facilities
- Juanita Maniscalco, Cashier for Student Accounting
- Sue Stephens, Information Center Assistant
- John Golasa, Information Center Assistant
- Maryann Barnshaw, Academic Program Support Secretary
- Jean Berntson, Administrative Support Secretary
- Jim Stasik, Director of Network Services
- Shirley Suder, Administrative Support Secretary
- Jeff Bowker, Computer Science Professor

- **Staff Outreach**
  On February 14, Dr. Steady Moono, Vice President of West Campus, and Leon Hill, Assistant Vice President for Institutional Research & Effectiveness presented the Minority Male Mentoring Program (MMMP) to the Montgomery County Human Relations Council, which was hosted by the College. The presentation included background of the problems and the challenges that the College faces in terms of the Achievement Gap. Also in the presentation were highlights on the strategies and programs that have been put in place and the overall results.

- **Presidents’ Outreach**
  As Chair of Creative MontCo, on February 26 the College hosted and Dr. Stout facilitated the first Implementation Team meeting. Through a carefully crafted organizational structure, six teams were formed to lead Creative MontCo into the year-one implementation. Each team has been assigned an Executive Committee Liaison, a Chair, and is comprised of the 104 volunteers identified from the September 2012 launch event. The group discussed their team charges and steps they plan to take over the next 12-18 months.

On February 28, Dr. Stout switched roles with student Hilda Hynes and became “Student for the Day.” She attended classes, was assigned several stories to be published in the *Montgazette*, and was trained to be a peer mentor. In return, Ms. Hynes took the leadership role of “President for the Day” and attended a Leading Women meeting, met with several Vice Presidents for updates on their departments, and was provided an overview of the College’s Center for Entrepreneurial Studies and our Middle States Self-Study.
- **Advocacy**
  In an effort to keep legislative staffs in district offices current and create awareness for their constituents and in support of our grassroots advocacy efforts, Peggy Lee-Clark, Executive Director of Government Relations and Special Projects has been conducting outreach visits to several district offices of our Federal and State delegation members. These visits will continue to be made throughout the month of March.

**State Level:** On March 12, Dr. Stout joined her fellow community college presidents for a Legislative Breakfast followed by a press conference in the Capitol Rotunda. Our delegation had a strong showing at the breakfast and she was able to talk with Senator Mensch as well as Representatives Toepel, Harper, Murt, Godshall, Dean, Kampf, Boyle, and Daley. At the Commission press conference, Dr. Stout introduced Senator Mensch and his colleague Senate community college caucus co-chair Senator Lisa Boscola as they introduced SB 360 that will create a Task Force to study community college funding.

- **Adopt an Entrepreneurial Approach**
  On February 22, the College received a $15,000 donation from PECO in support of the John Hopkins University Engineering Innovation program, which will take place at the College in July. The program, intended for high school students, provides hands-on lab activities in the fields of chemical, electrical, mechanical, and civil engineering. Students will participate in group projects, presentations, and lab reports. Craig Adams, Executive Vice President, Exelon, President and CEO of PECO presented the check to the College during a formal check presentation that included employees from John Hopkins University and Montgomery County Community College.

**Finance Committee**

Trustee Kretschman reported for the Committee.

- **2013-2014 Student Activities Budget**
  The 2013-2014 Student Activities budget is supported primarily through the student activities fee, as well as fundraising activities initiated and managed by the student clubs. The $3 per credit hour fee is charged to students enrolled in fall and spring classes, and not summer classes. No fee increase is proposed for 2013-14. The Student Activity Fee has broad impact on student engagement at the College. The fee supports the provision of co-curricular learning, club, athletic, intramural and service activities to all students. In 2012-2013, approximately 7,000 students have participated in some way with one of these opportunities.

  The Student Activities budget decreases by $64,517 in 2013-2014, which is reflective of an assumed decline of 3% in enrollment, the same assumption used in the College’s operating budget.

  The budget funds clubs such as the Writer’s Club, Phi Theta Kappa Honors Society, Phi Beta Lambda, the International Club, the College Choir, Dance Ensemble and Drama Club, including the new Drama Club at the West Campus, the Literary Magazine, Montco Radio (the radio station) and the Montgazette (the student newspaper). The Student Handbook is also supported by the Student Activities budget. The proposed budget also funds the College’s athletic program.
Trustee Kretschman made the motion to recommend that of the Board of Trustees approve the proposed 2013-2014 Student Activities budget. Trustee Brandon seconded and the Board unanimously approved.

- **2013-2014 Technology Fee Budget**
  In 1995, the Board of Trustees established the Technology Fee to support the purchase of new technologies as well as the lifecycle replacement of technology used to support the learning environment. Currently the technology fee is $15 per credit hour. There is a $5 proposed per credit hour fee increase for 2013-2014. The $20 fee compares favorably to neighboring colleges 2012-2013 per credit hour fees (Delaware $38, Bucks $35, Philadelphia $28, Reading $24, Northampton $17).

The proposed budget for the 2013-2014 Technology Fee was developed within the context of the Technology Plan and input from a variety of College stakeholders. Budget expenditures are allocated toward life-cycle maintenance for key technology components and expansion of existing infrastructure components. Examples of upgrades in the proposed budget include continued upgrades to classroom technologies, infrastructure systems and telecommunications systems. This budget does reflect some decline in infrastructure and general equipment investment, which is to be expected with the winding down of major construction projects on campus.

For the first time, this technology budget includes salaries and benefits associated with twelve IT employees (the positions were selected because their role primarily supports students and faculty). It also includes all Information Technology-related, non-compensation expense including staff professional development and training. These provide approximately $1.1 million of expense relief to the College’s operating budget.

Trustee Kretschman made a motion to approve the Technology Fee increase by $5 and the proposed 2013-2014 Technology budget as presented. Trustee Brandon seconded and the Board unanimously approved.

- **Cash Management Agreement Renewal**
  The College’s present rate agreement with TD Bank expired December 31, 2012 and TD Bank has continued to honor the minimum interest rate of 0.35 basis points. Since TD Bank uses the average ledger balances to help offset the annual service charges that are waived, they are offering the College the following two choices:

  1. Reducing the minimum interest rate from 0.35 basis point to 0.25 basis points while upholding the average ledger balance requirement of $26.7 million or
  2. Reducing the minimum interest rate from 0.35 basis points to 0.05 basis points while preserving an annual average balance of $15 million.

The College will be choosing a new investment advisor in the spring. The College is likely to keep current cash balances in place for some months beyond the selection of the investment advisor. Therefore, the commitment to keep the average ledger balance at $26.7M for one year can be justified based on the waiver of fees (estimated at $51,000) and the interest to be earned.
(estimated at $67,000). In terms of effective yield, option #1 provides an ROI of 0.44 basis points, while option #2 provides an ROI of 0.41 basis points.

Trustee Kretschman made the motion to recommend approval of the TD Bank contract renewal to the Board of Trustees as the College’s provider of comprehensive banking services for a term of one year effective April 1, 2013 through March 31, 2014 provided under option #1 above. Trustee Lowrie seconded and the Board unanimously approved. Trustee Brandon abstained from voting due to a conflict of interest.

Physical Plant Committee

Trustee D’Aniello reported for the Committee due to Trustee Mullin’s absence.

- **Legal Update: Executive Summary**
  
  The College Hall project remains incomplete in a number of key areas that are contractual responsibilities of the architect, including LEED certification, commissioning of major systems, and final document completion and closeout.

  The College continues to pursue remedies for the architect’s failure to perform or complete contractual duties. A letter, prepared by Counsel (Wisler Pearlstine), was sent to Fletcher Thompson (FTAE) on November 21, 2012. The letter references the settlement agreement with IMC and identifies the sum of $225,000 as a claim against FTAE for their errors, omissions and delays. The letter also demands the timely completion of all of the architect’s contractual obligations, including LEED certification.

  On January 31, 2013 Counsel sent a verified Complaint, a Petition of Special or Preliminary Injunction, a Memorandum of Law in Support of Petition for Special or Preliminary Injunction, and a Proposed Order. These items were accompanied by a request for a response within five (5) days. As in previous correspondence, the letter from Counsel requested a meeting to discuss the College’s claims, a request for reimbursement for damages and Fletcher Thompson’s agreement to complete its obligations in the LEED contract.

  To date, no communication has been received from Fletcher Thompson to Counsel or to the College.

Trustee Mann made the motion for the Board of Trustees to approve, subject to acceptance of a revised fee engagement with Wisler Pearlstine, LLP, that suit be filed based on the letter dated January 31, 2013 (Attachment 2) to Fletcher Thompson for settlement of obligations to LEED Certification and for the $225,000 claim against FTAE for their errors, omissions and delays. Trustee Toplin seconded and the Board unanimously approved.

- **Blue Hill Lighting Project**
  
  In the Master Plan to 2022, improved outdoor lighting was identified as one of the capital priorities of the College. Outdoor lighting was identified as one possible Energy Conservation Measure (ECM) in the ESCO agreement with Siemens, but was not included in the final group of ECMs funded by the ESCO due to a long pay-back period. Outdoor lighting uses significant energy and new technology has made LED lighting increasingly attractive. In keeping with our
green initiatives, our campus safety improvement goals, and our interest in exploring partnerships that will increase our access to capital, the College identified Blue Hill as a possible energy project partner.

The proposal to enter into a study on outdoor lighting needs and funding with Blue Hill was approved by the Plant Committee and the Board in June 2012. Based upon a $878,513 lighting project, a proposal was developed by Blue Hill. Blue Hill presented the project to Physical Plant in January 2013 and Plant approved moving forward pending legal review. The proposal is structured as an Energy Services Agreement (ESA) with a 10-year term, in which the Campus Energy Efficiency Fund (CEEF) of Blue Hill achieves a return through energy savings, while taking the performance risk on the new equipment and the ownership and maintenance of the equipment during the operating period.

The College and Counsel has worked closely with Blue Hill on a legal agreement that meets the needs of both parties. Counsel reports that the venture will comply with the College’s procurement policies relative to competitive bidding, the Separations Act and prevailing wage. The College and Blue Hill are jointly advertising and contracting for construction services. The College’s investment is projected to be $558,500. Blue Hill will invest $272,000. Energy saving from the use of the new lighting fixtures and control systems will be used to repay Blue Hill’s investment.

The proposed agreement provides a cost-effective way to achieve upgrades to both West and Central outdoor lighting fixtures in the various locations including parking lots, walkways, and building exterior wall-packs. The plan calls for improvement of walkway lighting in areas of current lighting deficiency. In addition, the College will not have the responsibility for maintenance and repair of these fixtures for a ten (10) year period which provides us with the opportunity to repurpose the staff time and the cost of supplies and services. The implementation of control systems will benefit the College in the long run, and the replacement fixtures will have useful lives in excess of the ten year period.

The revised form of the agreement is a design, build, own operate and maintain (D-BOOM) agreement.

Trustee Toplin made a motion to authorize moving forward with the Blue Hill Outdoor Lighting project based upon the update from legal review. Trustee Mann seconded the motion. The Board unanimously approved.

- **Energy Curtailment Services – EnerNoc**

Last fall the College was approached by a company, Energy Curtailment Specialists (ECS), who have a “demand response” program based on voluntary reduction of power. ECS contracts with major consumers of electricity, such as Colleges, to provide relief to the energy providers through contractual load-shedding agreements. The program is for a defined six month period each summer, from June 1 through September 30th. The program pays participants for responding when called or if not called. In December, Board of Trustees approved an engagement with ECS. Unfortunately, the contract was not acceptable to Counsel and the College.
The College contacted another Energy Curtailment firm, EnerNOC, who recently contracted for these services with Montgomery County. The terms of the agreement were substantially the same as ECS, but EnerNOC has a clear legal agreement in a form that Counsel could approve, with minor modifications. The County provided a reference for EnerNOC to the College. The College also confirmed with PECO that EnerNOC is a reputable firm in the demand response space.

The agreement specifies the rate that EnerNOC has established for the three-year period based upon a percentage (70%) of the established auction price for period and delivery zone. EnerNOC estimates that it will provide savings to the College of $163,585 over the three-year period.

This agreement calls for the College to shed load during the season from June 1- September 30th. The number of events is limited to 10 per year and the duration of any event can be no longer than 6 hours.

The agreement calls for installation of a meter that allows EnerNOC to monitor energy use at the College (Central Campus). Information from the device will enable EnerNOC to verify actual energy curtailment during an “event”. Data from the meter will be available to the College for its use, as well.

Since the program allows the College the option of participating or not in a given load-shedding event, the College recommends participating in a three year contract with EnerNOC.

The agreement does not require the College to respond to any “event” if it is not feasible to do so. If the College does not respond or cannot fully shed adequate load, the annual payment to the College may be reduced by EnerNOC. EnerNOC may also terminate the agreement in this case.

Trustee Mann made the motion to approve entering into an agreement with EnerNOC for energy load-shedding for calendar years 2013, 2014 and 2015 and so noted that this agreement is in lieu of the previous discussions and approval in December 2012 to move forward with Energy Curtailment Specialists (ECS). Trustee Arnhold seconded the motion and the Board unanimously approved.

**Personnel Committee**

President Stout reported for the Committee.

- **Drug and Alcohol Abuse Prevention Policy**

  In December 14, 2012, a letter was sent to the college from the Department of Education requesting that the college address the following deficiencies in the college’s updated Drug and Alcohol Education and Prevention Policy.

  It was noted that the College’s Drug and Alcohol Abuse Prevention Policy lacked information in the following areas:
  - The method of annual distribution to all students and employees, including new students who enroll and employees who are hired after the annual initial distribution;
  - A written description of the legal sanctions imposed under local State or Federal law for unlawful possession or distribution of illegal drugs and alcohol;
• A written description of the health risks associated with the use of illicit drugs and the abuse of alcohol;
• A written description of the drug and alcohol counseling, treatment, rehabilitation or re-entry programs that is available to students and employees.

It was also noted that the Drug and Alcohol Abuse Prevention Policy must be reviewed on a biennial basis to determine the effectiveness of the program and to ensure consistent enforcement of applicable laws, ordinances and institutional policies. The College will appoint a committee who will be charged by the College’s President to oversee the College’s compliance with federal laws related to drug and alcohol prevention and preparing the biennial report of the effectiveness of its drug and alcohol programs. The committee report will be delivered in the fall of 2014.

The College revised its policy to address the areas of concern. The revised policy has been reviewed by the College’s legal counsel.

Trustee Lowrie made the motion to recommend approval of the revised Drug and Alcohol Abuse Prevention Policy (Attachment 3) as presented. Trustee Arnhold seconded and the Board unanimously approved.

**Bids**

Vice President Freitag reported on the Bids.

- **College Hall Lobby Emergency Purchase**

Trustee Brandon made the motion to ratify the contracted services of Entrance Systems, Inc., which provided and installed a revised door system at the cost of $24,609. Trustee Arnhold seconded the motion and the Board unanimously approved.

Trustee Groen asked that the college carefully inventory expenses related to College Hall design deficiencies for consideration in action related to Fletcher Thompson.

**Chair’s Report**

Chairperson D’Aniello distributed a draft proposal of recommended committee meeting dates and times for the 2013-14 academic year. He asked that board members review the dates and provide him with feedback.

Chairperson D’Aniello thanked the committees and staff for all the work that has been done to date, he especially thanked the Finance and ad hoc Committee on Future Funding for all their additional work over the last several months.

**Old Business**

There was no old business to report.
**New Business**

There was no new business to report.

**Adjournment**

The meeting was adjourned at 5:00 p.m.

The next meeting is scheduled for Monday, April 15, 2013 at 4:00 p.m. at West Campus (Pottstown), North Hall, Room 106.

__________________________
Trudy Mann
Secretary

Board Minutes, March 18, 2013