



MONTGOMERY COUNTY COMMUNITY COLLEGE
340 DEKALB PIKE
BLUE BELL, PENNSYLVANIA

The meeting of the Montgomery County Community College Board of Trustees was held on Monday, September 16, 2019 at 4:00 p.m. in the Rotelle Family Board Room, East House, Central Campus.

Board of Trustees

Present: Frank Custer, Chairperson; Lisa Binder, Vice Chairperson; Marcel Groen, Treasurer; Margot Clark, Secretary; Theresa Reilly, Assistant Secretary; Eleanor Dezzi, Varsovia Fernandez, Raj Guttha, Anisha Robinson Keays, Sean Kilkenny, Dave Kraybill, Napoleon Nelson, Rick Taylor, and Ellen Toplin

Absent: None

Also Present:

Dr. Victoria Bastecki-Perez, Interim President and Provost; Marc Davis, Solicitor; Philip Needles, Vice President of Student Services; Dr. Celeste Schwartz, Vice President of Information Technology and Chief Digital Officer; Charles Somers, Vice President of Finance and Administration; Jay Browning, Vice President for Advancement; Dr. Gloria Oikelome, Interim Vice President of Academic Affairs and Dean of Health Sciences; Diane O'Connor, Executive Director of Human Resources; Rose Makofske, Director of Equity Diversity and Inclusion, Title IX Coordinator; Dr. Hal Halbert, English Associate Professor, Faculty Union Representative; Connie Speier, Administrative Assistant Social Science Division, Support Staff Union Representative; Diane VanDyke, Director of Strategic Communications; Michael Bettinger, Director of Government Relations and External Affairs; Joe Mancini, Executive Director Information Technology; Linda Quinby, Adjunct Faculty, Exercise Science Wellness; David Caristo, Director of Campus Safety; Dr. David Kowalski, Associate Vice President Institutional Effectiveness and Strategic Innovation; Holly Ann Clayton, Executive Director of Marketing and Communications; Jenna Klaus, Assistant Vice President of Academic Affairs; Tyler Steffy, Director of Student Life; Tiffany Weber, Director of Admissions and Partner Programs; Tiffany Bregovi, Part-Time Events Planner; Amy Auwaerter, Assistant Dean of Student Services; Keima Sheriff, Interim Assistant Dean of Student Programs; Samuel Coleman, Assistant Dean of Student Affairs; Angela Scott Ferencin, Director of Upward Bound; Candy Basile, Support Secretary; James Bedrosian, Executive Assistant to the Interim Vice President of Academic Affairs and Dean of Health Sciences; Deborah Rogers, Executive Assistant to the Board of Trustees.

Call to Order

Chairperson Custer called the meeting to order at 4:00 p.m.

Chairman Custer's Welcome Remarks:

Chairman Custer welcomed everyone back to the start of a new semester. He thanked everyone for all their hard work on Opening Day and for making the events in Pottstown a huge success. He asked Amy Auwaerter, Assistant Dean of Student Services to share with the Board members the project she worked on at West Campus. She noted that the former Bookstore at the West Campus was converted into a new student lounge where students can come to study, have coffee and snacks and that a food pantry is also available for a more substantial meal. Since the first day of classes they had approximately 316 students' use the food pantry.

Pledge of Allegiance

Trustee Kilkenny led the attendees in the Pledge of Allegiance.

Introduction of Guests

Vice President Schwartz introduced the following new guests: Holly Ann Clayton, Executive Director of Marketing and Communications; Jenna Klaus, Assistant Vice President of Academic Affairs; Tyler Steffy, Director of Student Life; Tiffany Bregovi, Part-Time Events Planner; Amy Auwaerter, Assistant Dean of Student Services; and James Bedrosian, Executive Assistant to the Interim Vice President of Academic Affairs and Dean of Health Sciences. Dr. Bastecki-Perez also re-introduced Dr. Gloria Oikelome as the new Interim Vice President of Academic Affairs and Dean of Health Sciences.

Public Testimony

There was no public testimony.

Consent Agenda

Trustee Fernandez motioned to approve Consent Agenda action item **A** as presented, Trustee Clark seconded the motion. Trustee Groen motioned to approve Consent Agenda item **B** as presented, Trustee Nelson seconded the motion. The information items **C** through **K** were also accepted as presented. The Board unanimously approved action items **A** through **B** and information items **C** through **K** as presented for the month of September, 2019.

Action Items:

- A.** Approval of the June 17, 2019 Minutes
- B.** Standing Committee Charges and Responsibilities

Information Items:

- C.** Science Center
 - i. Watchdog Real Estate Project Management PowerPoint
 - ii. Watchdog Real Estate Quality Management Plan
- D.** Preliminary Unaudited Results – Year End June 30, 2019
- E.** Certification of President’s Travel Budget for FY 2019
- F.** Annual Report on Vendor Spend Greater than \$100k
- G.** Liability Insurance
- H.** Long Range Forecasting Project Update - Anaplan
- I.** Investment of Bond Proceeds
- J.** Single Vendor Acquisitions Greater Than \$100k
- K.** Wilmington Trust Activity Report for June 30, 2019

Interim President’s Report**a. Interim President’s Report Prototype:**

As part of the Interim President’s Report, Dr. Bastecki-Perez provided an overview of the newly designed digital Interim President’s Report.

<https://wwws.mc3.edu/html-email/2019/int/report/09/email.html>

This newly revised format for the monthly report will focus on the “Year of Belonging”, and will share all of the outstanding accomplishments and work that has been happening at the College. She asked the Board members for their feedback. From that discussion, there were several suggestions

as follows: there should be an over-arching message with a way to quantify what our students are doing, three high-level headlines, fast facts, outstanding faculty and staff stories, and a place for comments at the end of the newsletter.

Everyone like the newsletter and noted that the College is moving in the right direction in keeping the College and communities well informed.

b. Meet our Students:

Dr. David Kowalski, Associate Vice President of Institutional Effectiveness and Strategic Innovation, shared a video presentation <https://youtu.be/vlTUy9JHzS0> with the Board of Trustees on information from surveys administered at the College about our student population. After the video, there was a lengthy conversation about our students and the initiatives the College is working on to address issues presented in the video. Trustees asked, what can they do as a Board to help? Dr. Kowalski will present to the Board a 3-year Holistic Services plan later this academic year.

Institutional Risk Committee

Trustee Guttha reported out for the Committee.

a. Science Center Renovation –Phase I:

Trustee Guttha provided a brief update on the status of the Science Center renovation and that the Risk Committee was provided with a tour after their meeting of the Science Center.

This was an information item only and required no action from the Board of Trustees.

Institutional Strategy and Visioning Committee:

Trustee Toplin reported out for the Committee.

Trustee Toplin noted that the Institutional Strategy and Visioning Committee has been working on revising the current Vision and Mission Statements. After several months of discussions, the Committee agreed upon new Vision and Mission Statements, and have brought them forward for the full Board of Trustees approval. The newly revised statements are as follows:

Vision Statement:

Montgomery County Community College will be highly valued as a key community partner that further advances the growth of a vibrant, increasingly diverse Montgomery County. Montgomery County Community College will be viewed as the region's hub for serving students and our communities with meaningful educational experiences, workforce solutions, and cultural opportunities.

Trustee Fernandez motioned to approve the revised Vision Statement as presented. Trustee Reilly seconded and the Board of Trustees unanimously approved the revised Vision Statement.

Mission Statement:

Serve the educational, workforce, and cultural needs of our students and County communities by creating innovative, sustainable, meaningful learning experiences and programs that afford access to and drive success of our students both at the College and beyond their experiences here.

Trustee Kilkenny motioned to approve the revised Mission Statement as presented. Trustee Fernandez seconded and the Board of Trustees unanimously approved the revised Mission Statement.

Trustee Toplin applauded Dr. Bastecki-Perez and the Committee for their hard work on the process since the January, 2019 Retreat, when it was decided to revise the Vision and Mission Statements. All were in agreement that the statements were well done.

Student Success Committee:

Trustee Reilly reported out for the Committee.

Trustee Reilly provided a brief overview of the 2019-2020 Goals in the new Report Card format. This new format will allow you to see progress of the goals on a single page. The Board of Trustees was also provided a sample of the programming matrix and how this will show the alignment of the College's initiatives with the goals.

This was an information item only and required no action by the Board of Trustees.

Chair's Report

Presidential Search Committee

Chairman Custer noted that three committees were formed:

1. A Committee to update the presidential job description
 - a. Chair – Ellen Toplin
 - b. Members – Rick Taylor and Sean Kilkenny

2. Search Firm Committee
 - a. Chair – Lisa Binder
 - b. Members – Terry Reilly, Raj Guttha, Eleanor Dezzi, Anisha Robinson Keays, and Diane O'Connor

3. Advisory Committee to the Board for the Presidential Search
 - a. Terry Reilly – Chair
 - b. Members – Marcel Groen, Margot Clark, Varsovia Fernandez, Dave Kraybill, Napoleon Nelson, 3 Faculty from Central and West Campus (including Hal Halbert), Connie Speier for Support Staff, 1 student representative, 1 Foundation Board representative, 1 Alumni Board representative, 1 citizen/taxpayer (Rich Montalbano), Celeste Schwartz, and Diane O'Connor.

Trustee Binder noted the tentative timeline for the search process with July as the start date of the selected candidate.

Old Business

There was no Old Business.

New Business

Trustee Clark noted that she would like to be part of the mentoring program to work with students.

Dr. Bastecki-Perez noted that the College has received a \$1.9 million grant over the next five years by the United States Department of Education to advance the efforts of student success at the West Campus

Dr. Bastecki-Perez informed the Board that the PA Department of Education approved the College's application for state assistance for the renovation of the first floor in south Hall at the West Campus. The estimated project amount is \$4.235 million with 50% of the annual Capital expense paid by the State.

A tour of the South Hall will be available for those interested after the October 21 Board meeting, which will be held in Pottstown.

Trustee Kraybill also noted that he will be sharing a PowerPoint presentation at the October Board meeting and he invited anyone to join him for dinner at the newly opened restaurant, *The Blue Elephant* after the October 21 Board meeting.

Upon motion, the Board adjourned at 5:37 p.m. The next Board of Trustees meeting is scheduled for Monday, October 21, 2019, at 4:00 p.m. at the West Campus in Pottstown,

Margot Clark
Secretary