



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, January 27, 2020 at 4:00 p.m. in the Rotelle Family Board Room.

Board of Trustees

Present: Frank Custer, Chairperson; Lisa Binder, Vice Chairperson; Margot Clark, Secretary; Eleanor Dezzi, Varsovia Fernandez, Raj Guttha, Anisha Robinson Keays (via phone), Dave Kraybill, and Napoleon Nelson and Rick Taylor (via phone)

Absent: Trustees Marcel Groen, Treasurer; Theresa Reilly, Assistant Secretary; Sean Kilkenny, and Ellen Toplin

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; Therol Dix, Vice President of the West Campus; Diane O'Connor, Executive Director of Human Resources; Rose Makofske, Director of Equity, Diversity and Inclusion, Title IX Coordinator; Dr. Hal Halbert, Associate Professor of English, Faculty Union Representative; Connie Speier, Administrative Assistant for Social Sciences and Support Staff Union Representative; Diane VanDyke, Director of Strategic Communications; Michael Bettinger, Director of Government and External Relations; Dr. David Kowalski, Associate Vice President for Institutional Effectiveness and Strategic Innovation; Dr. Keima Sheriff, Interim Assistant Dean of Student Programs; Dr. Mary-Kate Najarian, Director of User Success and Learning Technologies; Angela Scott Ferencin, Director of Upward Bound; Kelly Dunbar, Director of Athletics and Campus Recreation; Eileen Roth, Part-time Regular Advisor; Kristin Fulmer, Counselor/Assistant Professor; Anne Marie Fontaine, Watchdog; Candy Basile, Administrative Support Secretary; Deborah Rogers, Executive Assistant to the Board of Trustees; Ryan Plummer, Coordinator of eSports; Kira Ariyamatr, eSports Athlete; Mike Beck, eSports Athlete; Tyler O'Donnell, eSports Athlete; Daeqwon Wise-Brunson, eSports Athlete; Fantasia Jones, eSports Athlete; Nicolas Buono, eSports Athlete

Call to Order

Chair Custer called the meeting to order at 4:03 p.m.

Pledge of Allegiance

Ryan Plummer, Coordinator of eSports along with Kira Ariyamatr, Mike Beck, Tyler O'Donnell, Daeqwon Wise-Brunson, Fantasia Jones, and Nicolas Buono, eSports Athletes, lead the attendees in the Pledge of Allegiance.

Interim President Bastecki-Perez noted that the eSports kickoff will be held on February 5, 2020 and that everyone is invited to attend. Information is included in the Board packet.

Introduction of Guests

Vice President Schwartz introduced the following new guests: Dr. Mary-Kate Najarian, Director of User Success and Learning Technologies; Eileen Roth, Part-time Regular Advisor; Kristin Fulmer, Counselor/Assistant Professor and Anne Marie Fontaine, Watchdog.

Public Testimony

There was no public testimony.

Election of Officers

Trustee Robinson Keays (via phone), Chair of the Nominating Committee, announced the CY2020 proposed slate of officers for the College's Board of Trustees as follows:

Chairperson:	Frank Custer
Vice Chairperson:	Lisa Binder
Treasurer:	Marcel Groen
Secretary:	Margot Clark
Assistant Secretary:	Theresa Reilly

Marc Davis asked for a motion to close the slate of officers prior to vote. Trustee Nelson motioned to close the slate of officers prior to vote. Trustee Fernandez seconded and the slate of officers was closed prior to vote. Marc Davis asked for a motion of all in favor, all Board members present approved the recommended slate of officers as presented, none opposed.

Trustee Custer noted that he was honored to be the Chair this past year and looks forward to another year. He asked the Board members to begin thinking about who would be interested in being the Board Chair in the future. Trustee Binder thanked Chair Custer for his leadership this past year noting that he has been inclusive with everyone, is hard working and has done an incredible job. Trustee Guttha agreed along with all members of the Board.

Consent Agenda

Trustee Clark motioned to approve Consent Agenda action item **A**, Trustee Fernandez seconded the motion. Trustee Dezzi motioned to approve Consent Agenda action items **B** through **G**, Trustee Guttha seconded the motion. The Board unanimously approved action items **A** through **G**. Information items **H** through **Q** were accepted as presented for the month of January, 2020.

Action Items:

- A.** Approval of the December 16, 2019 Minutes
- B.** Request to Delete Curriculum-Certified Bookkeeper (Certificate of Completion)
- C.** Request for Program Modification-Accounting (Certificate)
- D.** Request for Program Modification-Accounting with QuickBooks (Certificate of Completion)
- E.** Request for Program Modification-Mass Media (AA)
- F.** Request to Delete Curriculum-Health Services Management (AAS)
- G.** Request for New Curriculum-Health Care Administration (AS)

Information Items:

- H.** Foundation Financial Information Year to Date as of September 30, 2019

- I. Foundation Executive Summary, Year to Date as of September 30, 2019
- J. Foundation, State of Financial Position, Statement of Activities, Year to Date as of September 30, 2019
- K. Executive Summary, Year to Date November 30, 2019
- L. Budget Variance Report, Year to Date November 30, 2019
- M. Treasurer's Report, Year to Date November 30, 2019
- N. Wilmington Trust Investment Review for November 30, 2019
- O. Investment of 2015 Bond Proceeds as of November 30, 2019
- P. 2019-2022 Pottstown Campus Academic Plan
- Q. Faculty Promotions: Fall 2019

Trustee Guttha commented on the Foundation's Report (J) and noted in the future, he would like to see reports that are accrued on a year to year basis. Trustee Binder noted that the Finance Committee does see the numbers and asked that they are presented on a quarterly basis to Finance and this will then be reported to the full Board. Trustee Binder also asked that Vice President Browning work with Trustee Guttha so he is aware of the reports.

Trustee Binder asked Trustee Robinson Keays who is the Board of Trustees representative on the Foundation Board to keep an eye on the progress towards the 50% on a dollar spending.

Chair Custer gave a shout-out of congratulations to the faculty who received promotions.

Interim President's Report

a. Interim President's Report:

<https://www.mc3.edu/html-email/2020/int/report/01/27.html>

Interim President Bastecki-Perez, provided an overview of the January Interim President's Report. Of note, was the 47th anniversary of the Dental Hygiene Clinic, which has been serving the community since 1973. She also noted that the College graduated 80+ students in workforce programs in the past 60 days.

In honor of Dr. Martin Luther King Jr. day, twenty-six Montgomery County Community College students, employees and their families spent the day volunteering at various sites throughout the community. Sites included Elmwood Park Zoo in Norristown, the TriCounty Active Adult Center in Pottstown, and at In Ian's Boots in Pottstown.

The College also held Spring Kick-Off day on January 21, 2020, where the Montco Family had the opportunity to get together to network and enjoy refreshments before spring classes began on January 22, 2020.

Also noted was the newly formed "Women in Science and Technology Initiative" was formed to encourage more female students to enter the computer science and technology fields. An opportunity was created for women students to shadow workers in the Information Technology Department and experience the field in a hands-on capacity.

As part of the report, Dr. Bastecki-Perez announced that the College's nursing program was ranked as one of the top 10 associate degree nursing programs in Pennsylvania.

As part of the Interim President's Report, Vice President Dix provided an update on the Challenger Learning Center. She reviewed the proposed two-year timeline, noting that the application for the Challenger Learning Center is due by February 1, 2020.

These were information items only and required no action from the Board of Trustees.

Finance Committee

Trustee Binder reported out for the Committee.

a. Core Financial Ratios and Composite Financial Index:

Vice President Somers provided a brief presentation on the Core Financial Ratios and Composite Financial Index for FY15 to FY19. He noted that the ratios included in the report are used by both private and public institutions. The ratios and related benchmarks are derived from the Strategic Financial Analysis for Higher Education. The ratios also provide an objective confirmation of the impact of the changes in the various funding levels from the State, County and student tuition upon the College's assets, liabilities, and operating results.

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

Student Success Committee:

Trustee Fernandez reported for the Committee.

a. Student Wellness Initiatives Update:

Associate Vice President Kowalski provided the Board of Trustees with an update on the Student Wellness Initiatives. He reviewed the themes from the September presentation; food insecurities, housing, transportation challenges, limited child care options, and mental health issues. He described the current situation along with the objective and possible solutions along with a timeline for the next 6 to 36 months. The presentation will be shared with the President's Leadership Council on February 14, 2020.

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

Institutional Risk Committee

Trustee Guttha reported out for the Committee.

a. South Hall Architect Award:

Vice President Schwartz along with Ms. Fontaine from Watchdog provided an overview of the RFP process for the South Hall Architect. Proposals were received from six architects, out of the six, four were invited to be interviewed based on the evaluation matrix. After final review, the team determined that MGA represents the greatest value among the bidders.

Trustee Guttha made the motion to award programming and conceptual design architectural services to MGA. Trustee Binder seconded and the Board of Trustees unanimously approved.

Chair's Report

Chair Custer thanked Trustee Nelson for serving as the keynote speaker at the Gateway to College graduation ceremony and noted that it was a great event.

Old Business

There was no old business.

New Business

There was no new business.

Upon motion, the Board of Trustees adjourned at 5:50 p.m. The next Board of Trustees meeting is scheduled for Monday, February 24, 2020, at 4:00 p.m. in the Rotelle Family Board Room at the East House, Central Campus, Blue Bell.

Margot Clark
Secretary