The meeting of the Board of Trustees for Community College of Allegheny County was called to order at 4:55 p.m. on Thursday, March 6, 2014, in Byers Hall at CCAC, 808 Ridge Avenue, Pittsburgh, Pennsylvania, Amy M. Kuntz, Chair, presiding.

The Roll was called and the following represents the results.

**ROLL CALL**

**Board Members Present:**
- Dr. Elayne Arrington
- Mr. William Cagney
- Dr. Mona Generett
- Ms. Martha W. Isler
- Dr. Quintin B. Bullock
- Mr. James M. Flynn
- Dr. Mary France Archey
- Ms. Alicia Booker
- Ms. Nancilee Burzachechi
- Mr. Daniel Carr
- Mr. Pete DeComo
- Ms. Roseann DiCola
- Mr. Tony DiTommaso
- Ms. Ouida Duncan
- Mr. John Dziak
- Ms. Debra Erdley
- Dr. Donna Imhoff
- Ms. Elizabeth Johnston
- Dr. Mary Lou Kennedy
- Ms. Charlene Newkirk
- Mr. Clyde Pickett
- Ms. Bonita L. Richardson

**Absent:**
- Ms. Mary Ann Eisenreich
- Ms. Joyce A. Snell
- Ms. Mary Ann Eisenreich
- Ms. Joyce A. Snell

**Others Present:**
- Hon. Jay Costa Jr., JD, Treasurer
- Ms. Amy M. Kuntz, Chair
- Mr. Gregory Peaslee, Vice-Chairman
- Ms. Charlene Petrelli
- Mr. Charles Powell
- Mr. James Sacco
- Mr. Frederick Thieman
- Dr. Dr. Mary Frances Archey, Vice President, Student Success and Completion
- Ms. Alicia Booker, Vice President, Workforce Development
- Ms. Joyce Breckenridge, Vice President, Business and Administration
- Ms. Nancilee Burzachechi, Vice President, Institutional Advancement and External Relations
- Mr. Daniel Carr, Internal Auditor
- Mr. Pete DeComo, CCAC Educational Foundation, President
- Ms. Roseann DiCola, Executive Director, CCAC Educational Foundation
- Mr. Tony DiTommaso, Vice President, Compliance and Legal Services
- Ms. Ouida Duncan, Administrative Assistant
- Mr. John Dziak, AFT President
- Ms. Debra Erdley, Reporter, Tribune Review
- Dr. Donna Imhoff, Campus President, Allegheny
- Ms. Elizabeth Johnston, Director of Public Relations
- Dr. Mary Lou Kennedy, *interim* Campus President, North
- Ms. Charlene Newkirk, Campus President, South
- Mr. Clyde Pickett, Special Assistant to the President for Diversity and Inclusion
- Ms. Bonita L. Richardson, Assistant to the President
The Chair opened the floor to accept a motion to approve the minutes from the February 6, 2014 Board of Trustees meeting. The motion was seconded by Trustee Peaslee and approved by the Board of Trustees. (Attachment 1)

Chair Kuntz announced the Board of Trustees met in Executive Session prior to the meeting to discuss personnel and litigation matters.

Chair Kuntz welcomed Dr. Bullock to his first Board of Trustee meeting and Trustee Elayne Arrington’s return.

Chair Kuntz introduced Mr. Pete DeComo, Educational Foundation President who presented information on the upcoming Legends Gala to take place on April 24th at Heinz Field. Board members are encouraged to support and attend the event.

Chair Kuntz also reminded Board members about the upcoming ACCT Conference to be held in Chicago, Ill. and encouraged attendance.

Finance, Facilities and Property Committee: Acceptance of the Financial Statements for the seven months ending January 31, 2014: Trustee Costa provided detailed background information and made a motion that was seconded by Trustee Flynn to approve the Financial Statements for the seven months ending January 31, 2014. The motion was approved by the Board of Trustees. (Attachment 2)

Amendment to Capital Outlay – Office of College Services: Senator Costa provided background information and made a motion that was moved by Trustee Flynn and seconded by Trustee Sacco to approve the Amendment to Capital Outlay – Office of College Services. The motion was approved by the Board of Trustees. (Attachment 3)

Fiscal Year 2014-2015 Retirement Incentive Plan: Senator Costa made a motion requesting permission to add the Fiscal Year 2014-2015 Retirement Incentive Plan to the Board of Trustees agenda. Trustee Cagney seconded the motion and was approved by the Board of Trustees.

Senator Costa provided background information and made a motion that was moved by Trustee Cagney and seconded by Trustee Flynn to approve the Fiscal Year 2014-2015 Retirement Incentive Plan. The motion was approved by the Board of Trustees. (Attachment 4)
Closure of Child Development Centers at all Campuses: Senator Costa made a motion requesting permission to add Closure of Child Development Centers at all Campuses to the Board of Trustees agenda. Trustee Isler seconded the motion and it was approved by the Board of Trustees.

On behalf of the Finance, Facilities and Property Committee, Senator Costa provided background information in the form of a motion that was seconded by Trustee Flynn to Close the Child Development Centers at all Campuses, effective January 1, 2015.

The Committee has continued to review budgetary matters in regards to the Centers. Revenues generated at each center has fallen substantially short of direct operating expenditures for many years. The Centers provide childcare services to a very small percentage of the student, staff and community populations. The annual losses are no longer sustainable. The College conducted a Request for Proposal to identify an outside entity to provide services for each location. No proposals were received.

Last year’s grievance settlement regarding the Centers provided for the centers to continue operation until the end of December 31, 2014. The motion was approved by the Board of Trustees.

External and Educational Foundation Relations Committee: Pennsylvania Department of Education – Electronic Signatures Resolution: Trustee Petrelli provided background information and made a motion that was moved by Trustee Powell and seconded by Trustee Sacco to approve the motion authorizing Dr. Quintin Bullock, President, Community College of Allegheny County to enter into and accept electronic agreements with the Pennsylvania Department of Education. The motion was approved by the Board of Trustees. (Attachment 5)

Student Success and Completion Committee: Members were provided an update from Trustee Isler regarding Veterans Services. CCAC provides assistance to over 600 military personnel each semester. This number has grown over the past five academic years to 758 in 2012-2013.

Finance, Facilities and Property Committee: K. Leroy Service Building: Members were provided an update from Trustee Costa regarding the K. Leroy Irvis Building. All the issues have been remediated and the facility is at full capacity.

Human Resources Diversity and Inclusion Committee: Members were provided an update from Trustee Thieman. The Committee met earlier this week to discuss the agenda and introductory meetings for President Bullock.

External and Educational Foundation Relations Committee: Members were provided an update from Trustee Petrelli. College leadership met with PA Secretary of Labor & Industry Julia Hearthway, on February 28. The meeting resulted in a partnership between college and PA Dept. of Labor & Industry Job Connector. Secretary Hearthway will be returning to meet with Dr. Bullock and President’s Cabinet to discuss development of partnership.
Workforce Development Initiatives Committee: Members were provided an update from Trustee Cagney on the exceptional job being done by Alicia Booker, VP for Workforce Development is doing to reorganize the Division.

Dr. Bullock greeted the Board and acknowledged March 5, 2014 was his first official day at CCAC. He informed the Board that he has met with Chairwoman Kuntz to discuss a list of activities and priorities. In addition, he informed the group that he is meeting with staff to get a thorough understanding of their responsibilities, as well as an overview of the campuses, centers and OCS. President Bullock acknowledged his calendar is getting booked and he is looking forward to meeting members in the community.

Chair Kuntz adjourned the meeting at 5:20 p.m.