



MEETING OF THE BOARD OF TRUSTEES
Thursday, February 3, 2011– 3:00 p.m.
Isadore A. Shrager Boardroom

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Community
College
of Philadelphia
The Path to Possibilities™

MEETING OF THE BOARD OF TRUSTEES

AGENDA

Thursday, February 3, 2011 – 3:00 p.m.

Isadore A. Shrager Boardroom

- (1) Executive Session
- (2) Consent Agenda
 - (a) Proceedings and Minutes of Decisions and Resolutions
Meeting of December 2, 2010
 - (b) Gifts and Grants
 - (c) CCP TV Air Conditioning System and Auxiliary Data Electrical Closets
 - (d) Change Orders – Northeast Regional Center Project
 - (e) Change Orders – Main Campus Project
- (3) Report of the Chair
 - (a) Election of Board Chair (A)
- (4) Foundation Report
- (5) Report of the President
 - (a) Faculty Presentation
 - (b) David Baime, Vice President for Government Relations, American
Association of Community Colleges
- (6) New Business

Next Meeting: Joint Meeting of Board of Trustees
 and Foundation Board of Directors
 Thursday, March 3, 2011
 12:00 Noon – Community Room #124
 Northeast Regional Center
 12901 Townsend Road

Future Committee Meetings:

Business Affairs	Wednesday, February 16, 2011 9:00 a.m. – Isadore A. Shrager Boardroom
Audit Committee	Friday, February 25, 2011 12:00 noon – M2-34
Student Outcomes	March Meeting Date - TBD

Upcoming Events:

Law & Society Week	February 25 – March 4, 2011
College Closed – Spring Break	March 7 – March 13, 2011

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COMMUNITY COLLEGE OF PHILADELPHIA
Proceedings of the Meeting of the Board of Trustees
Thursday, December 2, 2010 – 3:00 p.m.

Present: Mr. Davis, presiding; Mr. Bergheiser, Ms. Cohen, Ms. Cunningham, Ms. Fernandez, Ms. Glickman, Ms. Hernández-Vélez, Mr. Honickman, Representative Roebuck, Ms. Sumners Rush, Mr. Wetzel, Ms. Bauer, Ms. DiGregorio, Dr. Gay, Dr. Hawk, Dr. Hirsch, and Ms. Ray

(1) Consent Agenda

Mr. Davis asked for a motion on the following Consent Agenda:

- (a) Proceedings and Minutes of Decisions and Resolutions
Meeting of November 4, 2010
- (b) Gifts and Grants
- (c) West Philadelphia Lease and Renovations
- (d) Purchase and Installation of Storage System for Athletics
- (e) Ownership Transfer of Center for Business and Industry (1751 Callowhill Street)
to the Community College of Philadelphia

Ms. Glickman moved, with Ms. Hernández Vélez seconding, that the Board approve the Consent Agenda. The motion carried unanimously.

(2) Report of the Chair

(2a) Recognition of the Women’s Cross Country Team

On behalf of the Board of Trustees, Mr. Davis presented a citation to the Women’s Cross Country Team and coaches acknowledging their fifth consecutive Eastern Pennsylvania Collegiate Conference (EPCC) and Pennsylvania Collegiate Athletic Association (PCAA) championship titles. Mr. Davis noted that the coaches were also awarded Coach of the Year honors for the sixth consecutive year. Members of the Board congratulated the team and coaches on their accomplishment. The coaches and athletes expressed their thanks and appreciation for the support that the Board has provided to athletics at the College.

(2b) Celebration of the Stars and Holiday Brunch

Mr. Davis reported that the Celebration of the Stars and Holiday Brunch is scheduled for Wednesday, December 22, 2010 at 11:00 a.m. in the Bonnell Cafeteria. He stated that Board

representation was needed for the event. After discussion, Ms. Cunningham agreed to represent the Board.

(2c) March 3, 2011 Joint Meeting of the Board of Trustees and Foundation Board of Directors

Mr. Davis reminded the Board that the Board of Trustees and Foundation Board of Directors will meet jointly on March 3, 2011 at 12:00 noon at the Northeast Regional Center.

(2d) Announcements

On behalf of the Board of Trustees, Mr. Davis congratulated Dr. Curtis on his selection as the recipient of the Distinguished Leader Award from the Greater Northeast Chamber of Commerce at the November 19, 2010 Accolades Gala of the Northeast Chamber. Members of the Board congratulated Dr. Curtis on the recognition.

On behalf of the Board of Trustees, Mr. Davis congratulated Ms. Cunningham on receiving the Star Commitment to Education EDDY at the Philadelphia Education Fund EDDY Awards on November 16, 2010. Members of the Board congratulated Ms. Cunningham on the recognition.

(3) Foundation Report

Mr. Wetzel reported that the Foundation Board had met on November 18, 2010. He stated that the Board approved the nomination of Ms. Flora Becker to serve as a member of the Foundation's Board of Directors. Mr. Wetzel stated that Ms. Becker has been a presence at events at the College for a number of years. She is a strong supporter of the College's mission and welcomes the opportunity to advocate on behalf of the College and Foundation. Ms. Becker is the widow of the late Judge Edward R. Becker, in whose honor the College's Fox Rothschild Center for Law and Society presents the Judge Edward R. Becker Citizenship Award.

Mr. Wetzel reported that the College has raised over \$8 million toward the \$10 million goal for the Expanding Possibilities Campaign. However, an additional \$1.1 million in private gifts must be raised to meet the Kresge Challenge.

Mr. Wetzel reported that the Pathways Awards Breakfast will be held in mid spring. The Foundation is in the process of confirming this year's awardees. So that the Foundation's two main fundraising events do not overlap, the Foundation's Annual Golf Tournament will no longer be held in the spring. The next golf tournament will be held on October 3, 2011.

Mr. Wetzel stated that the Annual Fund solicitations were mailed last week. He reminded the Board that the Annual Fund solicitation is separate from the gift/pledge to the Expanding Possibilities Campaign.

(4) Report of the President

(4a) AACC Fall Commission Meeting
Meeting of November 10-11, 2010

Dr. Curtis reported that he had attended the AACC Fall Commission meeting in Washington, DC on November 10-11, 2010. He stated that the meeting focused on the degree completion agenda and how that agenda relates to diversity, international education, etc. Dr. Curtis stated that he serves on the Diversity and Equity Committee.

Dr. Curtis reported that he had received a telephone call from the U.S. Department of Education. He stated that the Department of Education is planning to schedule a set of four regional summits as a follow-up to the White House Summit on Community Colleges held on October 5, 2010. Dr. Curtis stated that the College was asked to host one of the regional summits. He stated that he would keep the Board informed on this issue.

(4b) On-Campus Events

Dr. Curtis reported that the Grants Reception took place on November 9, 2010. He stated that the reception showcases a sample of initiatives at the College that are grant-funded. He stated that two outstanding projects were profiled at the event: the Eisenhower Community College Fellowship Automotive Technology Project and the Inside-Out Prison Exchange Program Faculty Training. Dr. Curtis stated that a student in the Automotive Technology presented his project which focused on ways in which SEPTA could move to a more green transportation system. Ms. Tara Timberman, faculty member, made an excellent presentation on the in-prison-ex offenders program. Dr. Curtis noted that this program was so impressive that he has invited Ms. Timberman to present her project to the Board at the January 6, 2011 Board meeting.

Dr. Curtis reported that he had attended a luncheon on campus on November 9, 2010 to present the LASO students with the Hispanic Choice Award received by the College as the Favorite Institution of Higher Education.

Dr. Curtis reported that the College hosted Dr. Walter Bumphus, president and chief executive officer of the American Association of Community Colleges, on November 19, 2010. Dr. Bumphus will assume his position at AACC in January 2011. Dr. Bumphus spoke to the 2010-11 class and alumni of the College's Leadership Institute on national issues and how they may affect community colleges in general. Dr. Curtis stated that members of the Cabinet also attended the presentation.

Dr. Curtis reported that he had attended the Path to Excellence Nursing Students Development Day on November 22, 2010. The keynote speaker was Ms. Susan Sherman, president and chief executive officer, Independence Foundation.

(5) New Business

There was no new business discussed.

(6) Next Meeting

The next meeting of the Board of Trustees is scheduled for Thursday, January 6, 2011 at 3:00 p.m. in the Isadore A. Shrager Boardroom

At this point in the meeting, the Board convened in Executive Session.

COMMUNITY COLLEGE OF PHILADELPHIA
Meeting of the Board of Trustees
Thursday, December 2, 2010 – 3:00 p.m.
MINUTES OF DECISIONS AND RESOLUTIONS

Present: Mr. Davis, presiding; Mr. Bergheiser, Ms. Cohen, Ms. Cunningham, Ms. Fernandez, Ms. Glickman, Ms. Hernández-Vélez, Mr. Honickman, Representative Roebuck, Ms. Sumners Rush, Mr. Wetzel, Ms. Bauer, Ms. DiGregorio, Dr. Gay, Dr. Hawk, Dr. Hirsch, and Ms. Ray

(1) Consent Agenda

The Board approved the Consent Agenda.

(2) Report of the Chair

(2a) Recognition of the Women's Cross Country Team

The Board of Trustees acknowledged the Women's Cross Country Team for winning their fifth consecutive Eastern Pennsylvania Collegiate Conference (EPCC) and Pennsylvania Collegiate Athletic Association (PCAA) championship titles.

(2b) Celebration of the Stars and Holiday Brunch

The Celebration of the Stars and Holiday Brunch is scheduled for Wednesday, December 22, 2010 at 11:00 a.m. in the Bonnell Cafeteria.

(2c) March 3, 2011 Joint Meeting of the Board of Trustees and Foundation Board of Directors

The Board of Trustees and Foundation Board of Directors will meet jointly on March 3, 2011 at 12:00 noon at the Northeast Regional Center.

(2d) Announcements

Dr. Curtis received the Distinguished Leader Award from the Greater Northeast Chamber of Commerce on November 19, 2010.

Ms. Cunningham received the Star Commitment to Education EDDY at the Philadelphia Education Fund EDDY Awards on November 16, 2010.

(3) Foundation Report

The Foundation Board met on November 18, 2010. The Board approved the nomination of Ms. Flora Becker to serve as a member of the Foundation's Board of Directors.

The College has raised over \$8 million toward the \$10 million goal for the Expanding Possibilities Campaign. An additional \$1.1 million in private gifts must be raised to meet the Kresge Challenge.

The Pathways Awards Breakfast will be held in mid spring. The Foundation is in the process of confirming this year's awardees. The Foundation's Annual Golf Tournament will no longer be held in the spring. The next golf tournament will be held on October 3, 2011.

The Annual Fund solicitations have been mailed.

(4) Report of the President

(4a) AACC Fall Commission Meeting
Meeting of November 10-11, 2010

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Dr. Curtis received a telephone call from the U.S. Department of Education regarding the scheduling of four regional summits as a follow-up to the White House Summit on Community Colleges held on October 5, 2010.

(4b) On-Campus Events

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Community College of Philadelphia				
Office of Institutional Advancement				
Record of Grants and Gifts to the College				
February 2011				
SUMMARY				
	Prior Balance	Current Month	Year-to-Date	Grant Goal
Total Grant Dollars	\$5,723,608.00	\$828,773.00	\$6,552,381.00	\$ 7,000,000.00
Total Number of Grants	26	9	35	
Total Gift Dollars	\$24,210.42	\$2,011.40	\$26,221.82	
Total Number of Gifts	8	1	9	
Summary by Grant Type:				
Corporation	7,423.00		7,423.00	
Foundation	288,781.00	\$106,500.00	\$395,281.00	
Federal	2,146,648.00	\$425,177.00	\$2,571,825.00	
State	3,206,312.00	\$263,096.00	\$3,469,408.00	
Local	69,444.00		\$69,444.00	
Other	5,000.00	\$34,000.00	\$39,000.00	
GRANT TOTAL	\$5,723,608.00	\$828,773.00	\$6,552,381.00	
Summary by Gift Type:				
	Prior Balance	Current Month	Year-to-Date	
Gift				
Gift-in-Kind	\$24,210.42	\$2,011.40	\$26,221.82	
GIFT TOTAL	24,210.42	\$2,011.40	\$26,221.82	

COMMUNITY COLLEGE OF PHILADELPHIA
Office of Institutional Advancement
Monthly Summary of Grants and Gifts to the College
February 2011

Federal Grants

The United States Department of Education (subcontracted through the Philadelphia Youth Network) has funded year three of the GEAR UP grant for \$325,177. The goal of the GEAR UP program is to significantly increase the number of low-income students prepared to enter and succeed in postsecondary education. With this in mind, the College will implement programs targeting a cohort of 8th grade students as six School District of Philadelphia (SDP) elementary schools in South Philadelphia, their parents and teachers. This will include Parent Engagement Workshops to increase knowledge of the preparation necessary for college among cohort parents, and Professional Development Workshops for cohort teachers (focusing on math teachers and preparing students for Algebra in high school).

The United States Small Business Administration has funded the Northeast Regional Center/Center for Small Business, Growth and Training grant for \$100,000. This Congressional earmark grant will support non-construction costs related to the start-up of the Center for Small Business, Growth and Training at the Northeast Regional Center.

Foundation Grants

The Independence Foundation has funded the 19130 Zip Code Project and Fostering Geriatrics: Phase II grant for \$77,500. This project will continue the College's community health care/disease prevention activities in the community and expand and strengthen activities currently being developed as part of the College's grant from The John A. Hartford Foundation titled *Fostering Geriatrics in Pre-licensure Nursing Education: Phase II*. Specific activities include the provision of community health services, maintenance of a web-based data collection tool, training Pennsylvania nursing faculty in the care of older adults and hosting of a Student Development Day focused on geriatrics.

The Christian R. & Mary F. Lindback Foundation has contributed \$4,000 for the Lindback Distinguished Teaching Award for the 2010-2011 academic year. This award is presented to a faculty member who has exemplified excellence and outstanding service to the teaching profession. This award has been presented to over 50 faculty members over the years.

The Wachovia Wells Fargo Foundation has funded the Wells Fargo Scholars Program grant for \$25,000. Funding will enable the College to award additional scholarships through the Wells Fargo Scholars program, bringing the total number of scholars to four annually.

State Grant

The Pennsylvania Department of Public Welfare (with InspiriTec, Inc. serving as the fiscal agent) has funded the *KEYS (Keystone Education Yields Success)* grant for fiscal year 2010-2011 for \$263,096. KEYS is an initiative of the Pennsylvania Department of Public Welfare to encourage TANF recipients to pursue postsecondary education. The College, in collaboration with Philadelphia, Bucks and Montgomery County Assistance Offices, support this initiative by providing services and support to these TANF students to assist them in completing their educational activities.

Other Grants

The Gateway to College National Network has funded the Innovation Collaborative grant for \$25,000. The Innovation Collaborative provides training and support for common planning time to enable collaboration between the College's developmental education faculty and those faculty teaching college-level course work. The goal is for the College to ultimately integrate the curriculum of at least four pairs of developmental courses with those college-level courses into which developmental education students most often matriculate. These courses will be offered as a "learning communities," and will be designed to help developmental education students to transition more smoothly into college-level course work.

PNC Charitable Trust has funded the PNC Scholars Program grant for \$4,000. Funding will enable the College to award two merit-based scholarships in the amount of \$2,000 each to two students through the PNC Scholars Program.

The Corporation for National and Community Service (subcontracted through Drexel University) has funded the Paralegal Club Service Learning Project grant for \$5,000. The College proposes a service learning project to develop leadership skills among its Paralegal Club members. Participants will be trained on foreclosure-related financial issues and will help develop related educational videos to serve as a resource for residents facing foreclosure.

Individual Gift

Kim Vo, a friend of the College, donated 123 books to the College's Library valued at \$2,011.40.

**MEETING OF THE BUSINESS AFFAIRS COMMITTEE
OF THE BOARD OF TRUSTEES
Community College of Philadelphia
Wednesday, January 19, 2011 – 9:00 A.M.**

Present: Mr. Jeremiah White, presiding; Rhonda R. Cohen, Esq., Ms Lydia Hernandez Fernandez, Mr. Gil Wetzal, Dr. Stephen M. Curtis, Dr. Thomas R. Hawk Mr. Gary Bixby, Mr. Harry Moore, and Mr. James P. Spiewak

AGENDA – PUBLIC SESSION

(1) CCP TV Air Conditioning System and Auxiliary Data Electrical Closets (Action Item):

Discussion: With the rapid growth of the College's CCPTV programming, maintaining stable fully-functioning production equipment is essential. The equipment room for CCPTV is serviced by an auxiliary system that provides year-round cooling for equipment housed in the room. This critical cooling load cannot be handled by the central chilled water plant during the College's heating season. The current auxiliary cooling unit servicing the CCTV equipment has reached the end of its service life and requires replacement. A Request for Proposal was issued. Based upon the bids received, staff recommended that a contract for the cooling unit's replacement be awarded to Devine Brothers, Inc. in the amount of \$53,000.

Action: Mr. Wetzal moved and Ms. Hernandez Fernandez seconded the motion that the Committee recommend to the full Board that a contract for the CCTV cooling system replacement be awarded to Devine Brothers, Inc. in the amount of \$53,000. The motion passed unanimously.

(2) Overview of College's One Card Program (Information Item):

Several of the items on the agenda dealt with the College's One-Card program that is in the process of being implemented in phases for the College. Dr. Hawk handed out the information contained in Attachment A which outlines the planned functionality for the One-Card Program, as well as implementation issues that are currently being addressed by staff in the process of implementing the One-Card Program. Dr. Hawk noted that the one-card implementation began approximately two years ago with the selection of CBORD as the College's one-card platform. CBORD is the leading provider of one-card services to colleges and universities. CBORD has consolidated its leadership position in higher education by acquiring several competing one-card firms over the last several years.

The CBORD platform must be fully integrated with the Banner systems, the College's facility infrastructure including security and CCTV systems, systems employed in all of the College's auxiliary enterprise operations, the College's technology infrastructure, and ultimately with an external banking partner. The one-card system relies upon Banner to validate all card users, to validate financial transactions associated with the card usage, and to validate users of the security access systems. Because the one-card platform sits on the College's web infrastructure, it requires significant technical support from IT staff in order to be installed and maintained.

A fully-integrated College-wide one-card program was not a financial possibility until funding for the construction projects became available. The infrastructure improvement opportunities provided by the construction projects at both the Northeast and the Main Campus sites, as well as the one about to be started at West Philadelphia, have made it possible for the College to complete an integrated one-card system at all four of its principal locations.

The new one-card-based security systems are tied to recommendations that were made in the Security Administrative Audit that was completed a few years ago. In the Security Audit, it was recommended that the discrete security systems being used at the Main Campus and Regional Centers be combined into one system which would provide a complete integration of CCTV and building access systems; and allow security conditions at all locations to be monitored from one site, including from off-campus locations *via* the web. Dr. Hawk noted that while the College's campus crime statistics demonstrate a low level of actual incidents, the Security Audit did point out that there was a greater anxiety about safety at the Regional Centers than there was at the Main Campus; and addressing the perception-of-safety issue was an important operational concern. The large expansion of the CCTV system is a major step both to do a better job of preventing and managing incidents that may occur at any location and also maintaining an environment which makes all sites appear safe to students, faculty and staff.

(3) Change Orders – Northeast Regional Center Project (Action Items):

Dr. Hawk introduced the Northeast Regional Center change order recommendations by noting that, at the time the original project plan for the Northeast Center was approved by the Board, the assumption was that the available money would only be adequate to build the new building and make minor changes to the first floor of the existing building. Based upon bidding results for the Northeast Regional Center Project, as well as the success in controlling costs throughout the construction cycle, it became financially feasible to renovate totally the original Northeast Building. The three change orders presented to the Committee for the Northeast Center reflect the last change orders that are necessary to complete the full renovation of the existing building, as well as to fully integrate the Northeast Regional Center security systems with the rest of the College.

The Committee was asked to recommend approval of the following change orders to the Board.

- (a) Revised Scope for Incorporation of a Redefined Integrated Video Surveillance System: Wescott Electric - \$145,825

Discussion: As noted above, for the past several years the College has been working to install a comprehensive one-card program which will support a comprehensive integrated security and CCTV system, as well as all of the other one-card applications appropriate for an urban community college. As part of the final design process for the Northeast and Main Campus Projects, a comprehensive plan for a fully-integrated security and CCTV system to sit on top of the on e-card platform was developed. The systems will fully integrate card access systems with camera systems and provide an integrated environment which will allow security and access systems to be monitored at all locations from a single central point, as well as from remote locations *via* the net.

The original Northeast construction documents included a stand-alone integrated access control and video surveillance systems. Under this change order, the scope was redefined to align with the campus-wide effort to implement a common access control and integrated video surveillance system in conjunction with the CBORD installation already in place at the Main Campus. This change in scope requires an increase in the budget of \$145,825.

Action: Mr. Wetzel moved and Ms. Hernandez Fernandez seconded the motion that the Committee recommend to the full Board acceptance of the Northeast Regional Center Project change order to Wescott Electric in the amount of \$145,825 for the incorporation of a redefined integrated video surveillance system. The motion passed unanimously.

(b) Revised and Increased Scope for Masonry Repair and Window Installation Correction to Address Leaks in Original Building: The Bedwell Company - Approximately \$300,000

Discussion: The original Northeast Center was built as a low-construction-cost office building by a private developer and then subsequently bought by the College a few years after its construction. A long-standing problem in the original Northeast Center building has been leaks around the windows. Disruptions to the building shell during the current construction project exacerbated this condition. While not in the original scope for the renovation to the building, it has become essential to resolve this issue. An exploratory effort has revealed that the original installation of the windows was substandard, and that provisions for managing water drainage around the window frames was insufficient and has been significantly compromised. Under this change order, the scope of the renovation to the original building will be expanded to remove two courses of brick, resolve the water drainage and repair compromised installation design around the entire building, targeting known areas and those spaces where leaking will impact renovated spaces. While not originally budgeted, funds can be provided for this effort out of the available project funds. The projected cost of the project is \$300,000.

Action: Mr. Wetzel moved and Ms. Hernandez Fernandez seconded the motion that the Committee recommend to the full Board acceptance of the Northeast Regional Center Project change order to The Bedwell Company in the amount of \$300,000 for the masonry repair and window installation correction to address leaks in the original building. The motion passed unanimously.

(c) Revised Scope and Increased Materials to Support Data Connectivity Throughout the Renovated Northeast Center Spaces, Additional Power Requirements for Outdoor Services, Repairs to Stairway Lighting, and Reconfiguring Lights Already Installed: Wescott Electric - Approximately \$205,000

Discussion: During the final stage of the Northeast Project and program validation, several items were defined and added to the scope for electrical support. Additional circuits and equipment are required in data centers to support redundancy and technology equipment. Stair tower lighting in the original building was determined to be past useful life expectancy and needed to be fully rebuilt. Power outlets to serve outdoor requirements needed to be installed around the building and in the service shed. The lighting arrangements in several classrooms required modification to align

with the optimal use of audio-visual equipment. The projected cost is \$205,000. This is an addition to the original project budget. Funding can be accommodated within available project funds.

Action: Mr. Wetzel moved and Ms. Hernandez Fernandez seconded the motion that the Committee recommend to the full Board acceptance of the Northeast Regional Center Project change order to Wescott Electric in the amount of \$205,000 to establish data connectivity throughout the renovated Northeast Center spaces, address additional power requirements for outdoor services, make repairs to stairway lighting, and reconfigure lights already installed. The motion passed unanimously.

(4) Change Orders – Main Campus Project (Action Items):

At the time that the budgets were prepared for the Pavilion Building and the Mint, Bonnell and West Building renovations, a budget allocation was established for the integrated one-card and security systems that were being installed College wide as a part of the projects. However, because the full specifications for the security and card access systems had not fully been developed, a place-holder budget line was established under the security line in the budgets. With the complete design and bid of the CCTV and security access systems, a change order is now required to move the dollars from the generic security budget line to the specific contractors who will perform the installation of the security systems in the Pavilion and Bonnell, Mint and West Buildings. The following change orders do not have any impact on the budgets for the Main Campus projects, but are required change orders to move the security system expenditures to specific contractors who will be performing the installation of the new systems.

The Committee was asked to recommend approval of the following change orders to the Board.

(a) Main Campus Pavilion Building - Added Scope for Access-Control-Associated Hardware and Installation: The Bedwell Company - \$86,971.89

Discussion: At the onset of the project, the College had yet not fully defined the full scope of the implementation of the CBORD access control system across multiple campuses. The bid packages were released without this scope included. Staff anticipated this effort and included a projected expense in the budget for security in general. The scope is now fully defined and the contract requires an official change order for this increase in the contractor's scope of work. The budget expense categories will be adjusted accordingly.

Action: Mr. Wetzel moved and Ms. Hernandez Fernandez seconded the motion that the Committee recommend to the full Board acceptance of the Main Campus Pavilion Building Project change order to The Bedwell Company in the amount of \$86,971.89 for access-control-associated hardware and installation. The motion passed unanimously.

(b) Main Campus Pavilion Building - Integrated Video Surveillance System with Associated Hardware and Installation: EJ Electric - \$399,472.15

Discussion: At the start of the project, the College had not defined the full scope for the implementation of a fully integrated video surveillance system. The bid

packages were released without this scope included. The College had anticipated this effort and had included a projected expense in the budget for security in general. The scope is now fully defined and the contract requires an official change order for this increase in the contractor's scope of work. The budget expense categories will be adjusted accordingly.

Action: Mr. Wetzel moved and Ms. Hernandez Fernandez seconded the motion that the Committee recommend to the full Board acceptance of the Main Campus Pavilion Building Project change to EJ Electric at a total cost of \$399,472.15 for an integrated video surveillance system including associated hardware and installation. The motion passed unanimously.

(c) Bonnell, Mint and West Building Renovations - Added Scope for Integrated Video Surveillance System with Associated Hardware and Installation: - Apex Electric - \$445,000

Discussion: At the start of the project, the College had not yet defined the full scope for the implementation of a fully integrated video surveillance system. The bid packages were released without this scope included. The College had anticipated this effort and had included a projected expense in the budget for security in general. The scope is fully defined and the contract requires an official change order for this increase in the contractor's scope of work. The budget expense categories will be adjusted accordingly.

Action: Mr. Wetzel moved and Ms. Hernandez Fernandez seconded the motion that the Committee recommend to the full Board acceptance of the Main Campus Bonnell, Mint and West Building change order to Apex Electric at a total cost of \$445,000 for the added scope of the integrated video surveillance system including associated hardware and installation. The motion passed unanimously.

(5) Update on Construction Projects and Current Budget Status (Information Item):

Mr. Bixby summarized progress to date on both the Northeast Regional Center and Main Campus Construction Projects.

The Northeast Regional Center Project is substantially complete with both the original and new construction being open for classes for the spring 2011 term. Currently closeout procedures are in place for most contractors and the commissioning of building systems is underway and will continue for the next 10 months. Punch-list items and owner-requested changes are near completion. These include: additional data connections and redundant room support, additional window treatments, and completion of the outfitting process. The largest remaining project at the Northeast Regional Center is the completion of the window repair project discussed above. Enrollment Services is currently operating out of the meeting rooms in the new building and will complete their move to their space at the end of the late-registration cycle at the end of January 2011.

Mr. White asked about the status of the Public Art Project for the Northeast Regional Center. Dr. Hawk stated that there had been a small setback in the Public Art Project. The originally-selected artist for the Northeast Center had withdrawn based

upon his inability to devote adequate time to the project and concern about the size of the budget.

Following the resignation of the artist, a planning session had been held with representatives from the Redevelopment Authority Fine Arts Committee and a decision made to use one artist for both the Main Campus and Northeast Regional Center projects. This will make the public art more attractive to the major artists that the College is trying to interest in the projects, and create economies of scale in the design and development process for the public art since overhead costs for only one artist will have to be paid. There is no requirement that the public art dollars be expended exactly proportional to the cost of construction of the two sites; and by combining the budgets, the public artist can decide the relative proportion of the dollars for the two projects that should be spent at each of the locations.

Dr. Hawk noted that in order to increase the flexibility and dollars available to support the public art, the landscaping component of the Main Campus Project had been taken out of the contracts pending a decision on the public art. In this way, it will be possible to integrate the landscaping design with the public art and create a more complete and integrated visual impact. The anticipated location for the public art is at 18th and Spring Garden Street, an area which has been designated as a commemorative garden to recognize the former and present employees and others who have made significant contributions to the College. Dr. Hawk noted that the College's Public Art Committee was working with the Redevelopment Authority Fine Arts Committee to review a short list of potential artists during the next several weeks which will lead to a few artists who will be invited to make formal proposals for the public art at both the Main Campus and the Northeast Regional Center.

With respect to the Main Campus Project, Mr. Bixby reported that both the Pavilion and Bonnell/Mint/West Building renovations were now proceeding on target to meet the desired completion dates. Mr. Bixby described the ongoing issues that the College have had with both the performance of the Construction Manager, Gilbane, and the Architect, Burt Hill. Both the Architect and the Construction Manager had changed the teams that were working with the College with the result that longstanding issues were now being resolved and there was now confidence that the projects could be completed on time and within available budget dollars. The Pavilion Building is now enclosed and is water tight with temporary heat in place. Utilities are all secure and interconnections have been made with the West Building. The Pavilion Building is scheduled for completion in late June 2011.

A phasing plan is in place for the completion of the Bonnell/Mint/West Building renovations which has greatly accelerated the construction from the original schedule that was proposed for the renovation project. Portions of the Mint renovation will be occupied in spring 2011. The original project budgets for the Bonnell/Mint/West Building renovations had large amounts of contingency dollars included based upon unknown conditions that were projected to potentially add significant costs to the renovations. The renovation projects are now sufficiently far along that the worst-case costs are now known and significant dollars can be released from the budgets for the renovations which will provide flexibility to deal with some key end-of-project expenses including landscaping, exterior signage and traffic calming measures on 17th Street. Updated budgets for the projects are contained in Attachment B. As shown on the last page, the projected amount of money available for these end-of-project purposes is \$1,770,828.

Staff described some logistical issues that would be posed for the College community during the 2011-12 academic year. Once the Pavilion Building is complete and current food service and hotel restaurant programs' kitchens are relocated to the new Pavilion Building, the entire ground floor of the Bonnell Building is scheduled for a comprehensive renovation to create the new Enrollment Services area. This means that the principal 17th Street entrance to the Bonnell Building will be closed, and students, staff and visitors will be directed to a temporary entrance at the south end of the Bonnell Building. The renovation phase of the Main Campus Project will be completed in summer 2012.

(6) Next Meeting Date

The next regularly scheduled meeting of the Committee will occur on Wednesday, February 16, 2011 at 9:00 A.M. That meeting will include a presentation by the representatives from TIAA-CREF on a potential investment strategy for a portion of the College's core operating cash.

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Attachments
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ATTACHMENT A

OVERVIEW OF COMMUNITY COLLEGE OF PHILADELPHIA'S PLANNED ONE-CARD PROGRAM

Community College of Philadelphia

'One-Card' Program

Planned Functionality

1. College ID card
2. Library resource check out
3. Electronic lock access (integrated with CCTV)
4. Parking gate access for controlled lots and garages
5. Payment for products/services:
 - a. Manual foods operations
 - b. Campus bookstores
 - c. Campus vending
 - d. Parking garages
 - e. Public-access copy machines
 - f. Library fines
 - g. Student activity events (e.g. theater tickets)
6. Payment for excessive student printing in computer labs
7. Preferred option for dispersing student refunds/financial aid balances with student ATM access to card balances
8. Student and staff- loaded cash balances for convenience purchases
9. Departmental service fee charge backs, e.g. use of color copiers
10. Off-campus purchases at preferred retailers (long-term possibility)

Planned card platform – CBORD

Current Implementation Issues

1. CBORD costs and training expectations
2. Addressing the technical and regulatory issues associated with establishing bank card status for the campus one-card. (Can we actually avoid having two cards?)

3. Identifying the optimal internal management approach (successfully coordinating IT technical/systems management, security operations and student/staff card services)
4. Fully integrating card functionality with ERP (Banner SCT) and other related systems
5. Marketing the one-card program successfully to maximize its operational benefits.
6. Determining the optimal level of investment to make in the one-card infrastructure (e.g. credit card versus one-card vending machines)

ATTACHMENT B

NORTHEAST AND MAIN CAMPUS CONSTRUCTION PROJECTS - CURRENT BUDGET STATUS:

**PAVILION BUILDING CONSTRUCTION BUDGETS
BONNELL, WEST AND MINT BUILDINGS RENOVATION BUDGET
NORTHEAST REGIONAL CENTER CONSTRUCTION BUDGETS
SUMMARY REVENUE AND EXPENSES – COMBINED
CONSTRUCTION BUDGETS**

PAVILION BUILDING CONSTRUCTION BUDGET

Projected Costs -- Pavilion Building	Pavilion Building Original Budget	Pavilion Building as of September 2010	Pavilion Building as of January 2011
Site work	\$1,737,755	\$2,260,091	\$2,366,030
Drilled Piers	690,000	611,058	609,498
Concrete & Masonry	1,089,450	1,407,155	1,475,435
Steel, Miscellaneous Metals & Metal Panels	3,544,091	2,950,743	3,011,833
Roofing	869,430	671,202	669,642
Glazing/Curtain wall	1,467,413	798,890	812,774
General Trades	2,443,000	2,845,682	3,194,686
Other Trades	1,012,739	1,248,565	1,276,944
Kitchen Equipment	1,875,000	1,714,568	1,610,726
Elevators	405,000	725,000	725,000
Mechanical Piping	1,965,814	1,681,367	1,735,543
Plumbing	1,149,850	1,294,507	1,302,454
Sheet metal	1,235,000	1,023,318	1,061,778
Electrical	2,317,193	2,388,310	2,789,408
<i>Security and Access Systems</i>	600,000	600,000	61,968
Architect	3,200,000	3,200,000	3,272,000
Construction Manager	2,250,000	2,522,988	2,650,000
Public Art	450,000	156,700	156,700
Independent Testing Services	150,000	150,000	225,000
Commissioning	225,000	175,000	175,000
Other Professional Fees	200,000	221,115	221,115
Early Costs - Program Development	5,500	317,326	317,326
Other (Additional Permits, gas lines)	0	184,676	184,676
Utility Relocation	600,000	716,768	716,768
Contingency	<u>900,000</u>	<u>191,403</u>	0
Construction	30,382,235	30,056,432	30,622,304
Outfitting	<u>1,000,000</u>	<u>1,000,000</u>	<u>1,000,000</u>
Total	\$31,382,235	\$31,056,432	\$31,622,304
Projected Recoveries			<u>-\$1,150,000</u>
Net Project Costs			\$30,472,304

BONNELL, WEST AND MINT BUILDINGS RENOVATION BUDGET

Projected Costs -- Bonnell/Mint/West Renovations	BMW Renovations Original Budget	BMW Renovations as of September 2010	BMW Renovations as of January 2011
Site work & Drilled Piers	\$841,901	\$779,593	\$779,593
Steel, Miscellaneous Metals & Metal Panels	3,156,761	2,398,017	2,336,949
General Trades	7,542,292	5,763,167	5,373,838
Other Trades	1,098,798	1,038,992	981,556
Elevators	700,000	300,000	300,000
Mechanical Piping	3,500,000	3,339,958	3,331,293
Plumbing	728,621	577,877	508,677
Electrical	2,651,616	3,296,485	3,326,384
Security and Access Systems	400,000	378,885	78,114
Existing Floor Abatement			175,000
Independent Testing Services	225,000	225,000	125,000
Other Professional Fees	150,000	150,000	100,000
Contingency	<u>625,149</u>	<u>175,388</u>	<u>175,388</u>
Construction	21,620,138	18,423,362	17,591,792
Outfitting	<u>2,500,000</u>	<u>2,500,000</u>	<u>2,500,000</u>
Total	\$24,120,138	\$20,923,362	\$20,091,792
Projected Recoveries			<u>-\$600,000</u>
Net Project Costs			\$19,491,792

NORTHEAST REGIONAL CENTER CONSTRUCTION BUDGETS

Projected Costs -- Northeast Regional Center	NERC Original Budget	NERC as of September , 2010 - New Building	NERC as of September , 2010 - Existing Building Renovations	NERC as of January , 2011 - New Building	NERC as of January , 2011 - Existing Building Renovations
General Trades	\$7,789,104	\$6,544,823	\$732,995	\$6,538,826	\$1,163,482
Site Work	1,611,712	1,421,750	-	1,421,008	-
Structural Steel	1,223,000	990,207	-	990,207	-
Roofing	390,000	518,327	264,000	518,327	264,000
Aluminum, Glass & Glazing	1,693,000	1,275,802	-	1,275,802	-
Food Service	392,000	351,790	-	350,349	-
Plumbing	1,177,284	1,104,592	-	1,131,248	22,136
Fire Protection	442,000	290,296	-	293,415	129,089
EDA HVAC Package	6,889,451	6,454,796	-	6,454,795	-
Electrical	3,003,000	3,344,886	278,847	3,474,017	634,491
Security and Access Systems	1,000,000	400,000	-	377,198	-
Architect	1,460,145	1,929,181	21,000	1,998,527	21,000
Construction Manager	910,250	1,137,813	-	1,146,113	-
Public Art	207,182	135,405	-	135,405	-
Independent Testing Services	414,365	50,000	-	35,077	-
Commissioning	335,000	150,000	-	150,000	-
Other Professional Fees	100,000	250,000	-	43,448	-
Early Costs - Program Development	113,512	149,859	-	149,859	-
Other Permitting	-	28,841	-	45,160	-
Contingency	398,622	-	200,000	-	100,000
Construction	29,549,627	26,529,263	1,495,947	26,528,782	2,334,198
Outfitting	2,100,000	2,423,412	126,588	2,015,700	200,000
Total	\$31,649,627	\$28,952,675	\$1,622,535	\$28,544,482	2,534,198
Projected Recoveries				-\$200,000	-
Net Project Costs				\$28,344,482	\$2,534,198
Combined NERC Budget			\$30,575,210		\$30,878,680

SUMMARY REVENUE AND EXPENSES -- COMBINED CONSTRUCTION BUDGETS

	Total Project Original Budget	Total Project Budget as of September, 2010	Total Project Budget as of January, 2011
Dollars Reserved for Additional Outfitting, Landscaping and External Signage at all Locations			\$1,770,828
Total Projected Costs -- All Project Components	\$87,152,000	\$82,555,004	\$80,842,776
	0		
Bond Proceeds	74,000,000	74,000,000	74,000,000
Bond Proceeds Interest Earnings	1,699,781	1,084,466	1,102,795
Projected Use of College Resources	5,000,000	0	0
Remaining Proceeds from 1809 Sale	374,724	510,809	510,809
Capital Campaign Proceeds			
Barnes and Noble	1,000,000	1,000,000	1,000,000
EDA Grant	1,641,473	1,641,473	1,641,473
Federal SBA Grant	282,000	282,000	282,000
State Redevelopment Assistance (RACP) Grant	1,000,000	1,000,000	1,000,000
Other Capital Campaign Proceeds	3,076,527	3,076,527	3,076,527
Total -- Capital Campaign	7,000,000	7,000,000	7,000,000
		0	
Total Revenues Used	\$88,074,505	\$82,595,275	\$82,613,604
Revenue Surplus (Additional Contingency)	922,505	40,271	