



## Minutes for Meeting Book - May 25, 2022, Regular Meeting

05/25/2022 | 05:00 PM - (GMT-05:00) Eastern Time (US & Canada)

Gannon ETI Building

### College/Other Attendees (9)

President Dr. Chris Gray, Assistant to the President/Secretary to the Board Renee Triana, Treasurer Heidi Sheehan, Vice President Bill Jeffress, Vice President Guy Goodman (Via Zoom 5:28), Dean Keri Bowman, Dean Rebecca Walker, Director of HR Luisa Heifner, Solicitor Tim Wachter

### 1. Call to Order

Time: 5:00pm

#### Roll Call

Trustee	Roll Call
Tom Benson	Y
Justin Gallagher	Zoom
Dave Mitchell	Y
Rev. Dr. Charles Mock	Zoom/Left at 5:33pm
Vice Chairperson Rush Dix	Zoom
Kathryn Sintal	Zoom
Secretary Christina Vogel	Zoom at 5:03
Dr. Annette Wagner	Zoom at 5:08
Chairperson Ron DiNicola	Y

### 2. Pledge of Allegiance

### 3. Approval of April 27, 2022, Meeting Minutes (pg. 4-11)

Trustee	Motion 1	Vote
Tom Benson	2	Y
Justin Gallagher		Y
Dave Mitchell	1	Y
Rev. Dr. Charles Mock		Y
Vice Chairperson Rush Dix		Y
Kathryn Sintal		Y
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

### 4. Public Participation

None

### 5. Communication

#### A. County Council Liaison-Not Present

**B. President's Report**-Dr. Gray pointed out that the College's enrollment was strong and provided enrollment data for Guttman Community College in NY as a recent startup community college for the Board to get a better idea of enrollment trajectory. The College has also reached out to Penn Highlands, the newest community college in PA and will provide that information at a later date. Dr. Gray will be visiting Lincoln Electric Cooperate Headquarters to observe the equipment in relationship to the welding program. Dr. Gray showed the Board an example of the President's and Dean's List Certificates that students will receive in the mail to celebrate their successes. Dr. Gray also informed the Board that the College is working on a marketing campaign highlighting community college graduates or those who a community college made a difference. Dr. Gray asked the Board to pass along any personal stories to the staff.

**C. Academic Committee**-Vice Chairperson Rush Dix reported that the committee and Guy Goodman have been meeting regularly and are keeping pace as represented by the program approvals presented here at tonight's meeting.

**D. Personnel Committee**-Trustee Benson reported that the committee met this month to review the possibility of COLA (Cost of Living Adjustments) for staff members. This would be dependent upon state funding and would have to be within the budget. If the College receives the funding after July 1<sup>st</sup> the COLA would be paid retroactively. Then staff would be eligible for merit-based raises, if applicable, at the end of the calendar year in December. Dr. Gray is excited to do things differently.

**E. Finance Committee**-Trustee Gallagher pointed the Board to the packet with the budget summary and check registrar. The committee has also been working on a 403b plan and will update the Board when that is ready and available. Trustee Gallagher also noted the equipment purchases, item number 8 & 9 on tonight's agenda, he said these equipment purchases will be made with money in the budget and have already been allocated for.

#### **F. Ad Hoc Committees**

- 1. Site Committee**-The committee has not met since the last Board meeting. Once the committee has things moving to a conclusion they will present them to the Board, and then meet in executive session to come to a conclusion.
- 2. Community Advisors Committee**-Secretary Vogel informed the Board that the committee is scheduled to meet on June 6<sup>th</sup>, 2022, at 10am in the 308B conference room and via Zoom.
- 3. Policy Review Committee**-Trustee Sintal reported she met with Dr. Gray's Assistant, Renee Triana, to review policy structure. Trustee Sintal would like to reach out to web developers to put the policy in some type of flexible environment where you can see all the information concerning the policy including updates, changes, responsibilities etc. Trustee Gallagher asked how the committee, or the College will be able to keep up with legislation changes and court decisions to ensure the policy and College is in compliance. Dr. Gray responded that the College's membership into the PA Commission of Community Colleges sends us notifications of such things and that the policies are set to be reviewed every 5 years so those two things should be catch all's for the College. Dr. Gray also reminded the Board that the law will always supersede College policies. Vice Chairperson Rush Dix asked if there were specific staff that are required to keep the College compliant, similar to Title IX, as another layer of added security. Trustee Sintal noted there is an informal spreadsheet of policy to staff assignments that has not been formally adopted, but once it is, there will be a staff person delegated to that policy and a procedure in place for staff to keep the policies updated by bringing them to the Committee who then in turn will bring them to the Board for a vote.

**G. Chairperson of the Board**- Chairperson Ron DiNicola reminded the Board that they are in the process of presidential evaluation and that the Board has received a survey in relation to this. Chairperson DiNicola reminded the Board to get the survey in by this coming Friday as this important data needs collected to move forward.

Chairperson DiNicola also pointed out the list of tentative Board meeting dates in the packet for July 2022-June 2023. He mentioned that some of the dates may need tweaked. Dr. Gray mentioned that many boards do not have meetings in July or December. Trustee Mitchell concurred that sometimes boards don't meet when they are not in the middle of heavy business and that the Board can always call a special meeting if there is something important that needs discussed. Vice Chairperson Rush Dix pointed out that it may put a lot of expectation on November's meeting being that it's the last of the calendar year. Trustee Sintal reminded the Board that the school is on a fiscal year vs a calendar year.

**A. There was a motion to amend tonight’s meeting Agenda to add the approval of the new Board Meeting Dates for July 2022-June 2023 removing the December 2022 meeting.**

Trustee	Motion 9	Vote
Tom Benson	2	Y
Justin Gallagher		Y
Dave Mitchell	1	Y
Rev. Dr. Charles Mock		Y
Vice Chairperson Rush Dix		N
Kathryn Sintal		Y
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

**B. There was a motion to approve the following meeting dates for July 2022-June 2023 removing the December 2022 meeting.**

- i. Regular Board Meeting on Wednesday, July 27, 2022, at 5:00 PM
- ii. Regular Board Meeting on Wednesday, August 24, 2022, at 5:00 PM
- iii. Regular Board Meeting on Wednesday, September 28, 2022, at 5:00 PM
- iv. Regular Board Meeting on Wednesday, October 26, 2022, at 5:00 PM
- v. Regular Board Meeting on Wednesday, November 16, 2022, at 5:00 PM
- vi. Regular Board Meeting on Wednesday, January 25, 2023, at 5:00 PM
- vii. Regular Board Meeting on Wednesday, February 22, 2023, at 5:00 PM
- viii. Regular Board Meeting on Wednesday, March 22, 2023, at 5:00 PM
- ix. Regular Board Meeting on Wednesday, April 26, 2023, at 5:00 PM
- x. Regular Board Meeting on Wednesday, May 24, 2023, at 5:00 PM
- xi. Regular Board Meeting on Wednesday, June 28, 2023, at 5:00 PM

Trustee	Motion 10	Vote
Tom Benson		Y
Justin Gallagher	2	Y
Dave Mitchell	1	Y
Rev. Dr. Charles Mock		Y
Vice Chairperson Rush Dix		N
Kathryn Sintal		Y
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

## 7. Consent Agenda-None

### 8. New Business-Approval of Contract with Allegheny Educational Systems to Purchase Training Equipment for the Industrial Machine Maintenance and Automated Electrical Systems Certificates for \$796, 756.85 Board Report Number 22-37 (pg. 14)

Dr. Gray explained that the College will not be executing this purchase immediately as the purchase depends on the space/location the program will be housed. The space/location is still being negotiated. He stated this is also true of Motion 3-Approval of Contract with Welders Supply to Purchase Training Equipment for the Welding Certificate Totaling \$309,691.49 Board Report Number 22-38. Both bids were made within COSTARS, the Commonwealth of Pennsylvania's cooperative purchasing program, serves as a conduit through which registered and eligible local public procurement units and state-affiliated entities and are able to leverage contracts established by DGS to cost effectively and efficiently identify suppliers with whom to do business.

Vice Chairperson Rush Dix indicated that the bids up for approval today all came in under the budget that was developed in each program proposal, which was approved by the academic committee and then passed by the Board for both the Welding and Industrial Machine Maintenance programs.

President Gray explained that initial program budgets are conservative estimates, and that the COSTAR prices were lower than our initial estimates. Dr. Gray also stated the equipment/trainers purchased through Allegheny Educational Systems are the national/global standard for training in this occupational cluster. The total amount is inclusive, with tables, air compressors, and supporting IT equipment all included in the amount proposed to the Board.

Trustee	Motion 2	Vote
Tom Benson	1	Y
Justin Gallagher	2	Y
Dave Mitchell		Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Rush Dix		Y
Kathryn Sintal		Y
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

**9. New Business-Approval of Contract with Welders Supply to Purchase Training Equipment for the Welding Certificate Totaling \$309,691.49 Board Report Number 22-38 (pg. 15)**

Dr. Gray wanted to thank the County Executive, Brenton Davis, for advocating for the College by asking Welders Supply for a donation it's behalf. The company is donating 2 pieces of equipment in support of the program, and the donation is significant considering the COSTAR pricing is also in place.

Vice Chairperson Rush Dix asked if the College has a means of thanking those people or organizations who donate to the College as to continue building relationships with donors. Dr. Gray explained that the College does acknowledge donors, financial or otherwise, and that recognition will become more formal once a foundation is in place. Dr. Gray mentioned that he was meeting with Welder's Supply Company CEO, Mark Raimy, and with County Executive Brenton Davis the following day.

Trustee	Motion 3	Vote
Tom Benson	2	Y
Justin Gallagher	1	Y
Dave Mitchell		Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Rush Dix		Y
Kathryn Sintal		Y
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

**10. New Business-Approval of Information Technology/Mobile App Development Certificate Board Report Number 22-39 (pg. 16)**

Dr. Gray thanked Vice President Guy Goodman, the Advisory Committee, and the Academic Committee for gathering the necessary information to make these programs customized by getting feedback from local industry leaders as to what is needed in the community and what will draw interest from students.

Trustee	Motion 4	Vote
Tom Benson	2	Y
Justin Gallagher		Y
Dave Mitchell		Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Rush Dix	1	Y
Kathryn Sintal		N
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

**11. New Business-Approval of Information Technology/Mobile App Development Associate of Applied Science Degree Board Report Number 22-40 (pg. 17)**

Same as above, but this includes the full degree preparing students to transfer to a four-year institution if that is their intent.

Trustee	Motion 5	Vote
Tom Benson	1	Y
Justin Gallagher		Y
Dave Mitchell		Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Rush Dix	2	Y
Kathryn Sintal		Y
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

**12. New Business-Approval of Information Technology/Programming Certificate Board Report Number 22-41 (pg. 18)**

Trustee Sintal asked if the certificate programs were within a framework associated with a specific product or program. Dr. Gray responded that some of these courses will be industry recognized credentials, stackable, and industry recognized.

Trustee	Motion 6	Vote
Tom Benson	2	Y
Justin Gallagher		Y
Dave Mitchell		Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Rush Dix	1	Y
Kathryn Sintal		N
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

**13. New Business-Approval of Information Technology/Programming Associate of Applied Science Degree Board Report Number 22-42 (pg. 19)**

Dr. Gray indicated this degree is similar to the other IT programs presented at tonight’s meeting. There is a certificate level and an Associate of Science level preparing students to transfer to a four-year institution if that is their intent.

Trustee Sintal asked what agreements are in place to transfer the AS to the four-year institutions. Dr. Gray explained that what is presented tonight is the framework of the certificates/degrees and the specifics will be forthcoming once an Information Technology Program Chair is hired, and an advisory committee is put in place.

Chairperson DiNicola noted that this was an outstanding collection of certificates/degrees as presented at tonight’s meeting and this is the tangible movement of the College that the public has been waiting for.



**13. Continued: New Business-Approval of Information Technology/Programming Associate of Applied Science Degree Board Report Number 22-42 (pg. 19)**

Trustee	Motion 7	Vote
Tom Benson		Y
Justin Gallagher		Y
Dave Mitchell		Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Rush Dix	1	Y
Kathryn Sintal		Abstain
Secretary Christina Vogel		Y
Dr. Annette Wagner	2	Y
Chairperson Ron DiNicola		Y

**14. Future Agenda Items/Summary Comments by Board Members**

None

**15. For Information**

**A.-C.** There were three information reports in the packet for the Board to review including a Human Resource Board Report Number 22-43, a Workforce Development Board Report Number 22-44, and a DEI Board Report Number 22-45

**16. Executive Session**

None

## 17. Motion to Adjourn

Trustee	Motion 8	Vote
Tom Benson	1	Y
Justin Gallagher		Y
Dave Mitchell		Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Rush Dix	2	Y
Kathryn Sintal		Y
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

Time 5:50pm

## 17. Next Regular Meeting June 22, 2022