



Board of Trustees Meeting Minutes
July 9, 2021
Administrative Offices: Warren, PA & ZOOM Connection
10:00 AM

Trustee Attendees:

Ms. Kate Brock
 Ms. Mary Bula
 Mr. Robert Esch
 Mr. Mario Fontanazza
 Mr. Hank LeMeur
 Mr. Greg Mahon
 Ms. Jeanne Morley
 Ms. Amy Shields
 Mr. Duane Vicini
 Mr. Dennis Wilke

Administration/Staff:

Ms. Susan Snelick
 Mr. Ray Pring
 Ms. Mindy Saunders
 Ms. Maryanne Chaffee

Agenda Item	Discussion/Action	Follow-up Action Items
Call to Order	Trustee LeMeur called the meeting to order at 10:00 a.m.	
Roll Call	Ms. Chaffee completed roll call. A meeting quorum was established.	
Public Comment	No comments.	
Meeting Minutes	<p>The meeting minutes from the June 11, 2021 Board of Trustees meeting were presented for approval.</p> <p>Trustee LeMeur asked for a motion to approve the June 11, 2021 meeting minutes as presented. Trustee Vicini so moved, second by Trustee Wilke. The motion passed unanimously.</p>	
New Business	<p>A. Consent Agenda Academic Related Policies – reviewed and recommended the policies as presented. There were no comments or questions.</p> <p>Trustee LeMeur asked for a motion to approve the Academic Policies. Trustee Vicini so moved, second by Trustee Wilke. The motion passed unanimously.</p> <p>B. Financial Aid Policies – reviewed and recommended the policies as presented. Trustee LeMeur explained that the educational leave policy</p>	



	<p>is in line with the Financial Aid Policy. Trustee LeMeur asked for a motion to approve the Financial Aid Policies. Trustee Vicini so moved, second by Trustee Wilke. The motion passed unanimously.</p> <p>C. President's First Year Milestones – President Snelick provided updates on her milestones. Trustee LeMeur commented on the positive feedback he had received from the Chamber of Commerce meetings. Trustee LeMeur asked for a motion to approve the President's Milestones. Trustee Wilke so moved, second by Trustee Shields. The motion passed unanimously.</p>	
Standing Committees Reports and Recommended Actions		
Finance & Audit Committee	<p>A. Previous committee meeting minutes were provided for the board's information.</p> <p>B. Financial Statements – Mr. Pring reviewed the financial information provided and answered questions regarding documents ending May 31, 2021. After review and discussion, Trustee LeMeur asked for a motion to approve. Chairperson Brock so moved, second by Trustee Bula. The motion passed unanimously.</p>	
Executive Committee	<p>A. Previous committee meeting minutes were provided for the board's information.</p> <p>B. President Snelick provided a summary of her and Chairperson Brock's successful visit to our legislators in Harrisburg.</p>	
Harrisburg Update	<p>Trustee Mahon commented on the various activities over the past month at the State Capital.</p>	
Academic Affairs Committee	<p>A. Previous committee meeting minutes were provided for the board's information.</p> <p>B. Ms. Saunders reviewed the most recent student enrollment report as provided. She also provided an update on the accreditation process.</p>	



Policy Development – Human Resources	A. Mr. Pring and Chairperson Brock provided brief updates.	
PR and Marketing Committee	A. Previous committee meeting minutes were provided for the board’s information. B. Trustee Bula provided a report on marketing efforts and related plans. Ms. Saunders mentioned outreach at local fairs in the footprint were being represented over the summer, staffed with current SSS staff.	
Strategic Growth Committee	No report.	
Nominating and Board Development Committee	A. Previous committee meeting minutes were provided for the board’s information. B. Trustee Vicini suggested to hold off on nominations of additional trustees until such time as the college knows what other areas might be added to our footprint. C. The Annual Retreat will be held November 4 th and 5 th in Erie, in conjunction with the open house for the new Erie Facility.	
Task Force Committee Reports and recommended Actions		
President’s Report	President Snelick reviewed her report that was included for trustee information and provided information about the upcoming Town Hall Meetings. There is a current draft schedule available. Ms. Nelson will send out the schedule to all Trustees once dates are confirmed. The Warren Town Hall Meeting will be held at the Administrative Office in conjunction with an Open House. Trustee LeMeur suggested having contact cards available at the Town Hall Meetings.	
VPASA Report	Vice-President of Academic and Student Affairs, Mindy Saunders, reviewed her report and highlighted various areas. She updated the board on the re-structuring of the Student Success Specialist position, as well as the accreditation process.	
Erie Advisory Committee Update	No Report – The committee has not met, however, there are plans to convene in October 2021.	
Rural Advisory	No Report – The committee has not met, however, there	



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Committee Update	are plans to convene in October 2021.	
Former Trustee Recognition	Trustee Emeritus White was presented with a plaque and the Resolution for her appointment as Emeritus in recognition of her service to NPRC.	
Adjourn	Trustee LeMeur asked for a motion to adjourn the board of trustee meeting. Chairperson Brock so moved, second by Trustee Bula. The meeting adjourned at 11:15 AM.	

Signature on file

Hank LeMeur, Secretary of the Board

Date