



**Board of Trustees Meeting Minutes
September 21, 2018
Conewango Club: Warren, PA
10:00 a.m.**

Attendees:

Present	Phone	Administration	Absent
Mr. Robert Kaemmerer	Mrs. Susan Snelick	Dr. Joseph Nairn	Mrs. Kate Brock
Mr. Doug Morley	Ms. Mary Bula	Mr. Duane Vicini	
Mrs. Amanda Hetrick	Mr. Dennis Wilke	Ms. Abigail Petrosky	
Ms. Mary Jo White	Mr. Kevin Sprong	Mr. Ray Pring	
Mr. Hank LeMeur	Mr. Greg Mahon	Ms. Melinda Saunders	
Dr. Richard McDowell	Mr. Ed Pitchford	Dr. Debra Teachman	
Mr. Andy Foyle		Gary Sawtelle	
Ms. Nancy Decker			

Agenda Item	Discussion	Action Items
Call to Order	Chair Mary Jo White called the meeting to order at 10:01 a.m.	No action required
Approval of Minutes	Minutes for August 2018 were provided prior to the meeting. Motion to approve minutes was made and approved unanimously.	No action required
Strategic Planning Presentation	<p>President Nairn provided a recap on the strategic plan prior to Mr. Vicini's presentation.</p> <p>Mr. Vicini presented the strategic plan. Minor changes were suggested.</p> <p>The mission statement was not agreed on and will be sent an updated version via email next week.</p> <p>Proposed the addition of a 4th strategic objective regarding expansion and having an objective way to evaluating counties petitioning into the footprint. Discussion determined that inclusion of this objective shows that we are anticipatory and proactive.</p> <p>Following all discussion, a request was made by Mr. Vicini for the board to approve the strategic plan pending the addition of the fourth objective, updates discussed through the presentation, and pushing out an updated mission statement in order to move forward with the</p>	<p>Email the Board new mission statement.</p> <p>Present accompanying operational plans to the board in upcoming months.</p>

	accreditation process. Motion made by Trustee Hetrick, second by Trustee Foyle. Motion was passed unanimously.	
Standing Committees Reports and Recommended Actions		
<u>Governance, Finance and Policies Report</u>		
Financial Reports and Budget Update:	<p>Financial reports provided by Mr. Pring.</p> <p>Mr. Pring requested a motion to approve July's and August's financial statements. Motion made by Trustee Foyle, second by Trustee Morley. Motion passed unanimously.</p> <p>Revised budget is being informed by the operational plans that accompany the strategic plan and should be able to have an amended 18-19 budget request.</p>	Correct found typo on balance sheet.
PNC Project Update:	Things are going well. Got some initial pricing and plans to meet with Finance and Audit committee and carry out an electronic vote to approve a recommendation for furniture costs.	Will send out a recommendation from Finance and Audit Committee and request for electronic vote for approval of costs.
Academic Policies for Approval:	<p>Presented by Dean Saunders. Policies NPRC-3235, NPRC-3310A, and NPRC-3215 were brought back for approval after making recommended changes.</p> <p>Dean Saunders requested the board to approve this group of policies as amended. Motion made by Trustee McDowell, second by Trustee Decker. Motion approved unanimously.</p> <p>Academic Affairs committee recommending approval of two policies NPRC 3415 – Administrative Withdrawal NPRC 3425 – Transfer/Guest students Dean Saunders requested a motion to approve these policies. Motion made by Trustee Hetrick, second by Trustee Foyle. Motion approved unanimously.</p> <p>It is being recommended by the Academic Affairs</p>	No action required.



	<p>Committee to approve the following curricula. Certificate of Applied Science – Building Code Inspection, CNC, Metal Fabrication, Precision Machining, Welding Associate of Applied Science – Applied Technology general education core and templates.</p> <p>Dean Saunders requested a motion to approve all curriculum presented to the board by recommendation of the Academic Affairs Committee. Motion made Trustee Hetrick, second by Trustee LeMeur. Motion approved unanimously.</p>	
<u>Executive committee/legislative affairs</u>		
Harrisburg Update:	Trustee Mahon gave a briefing to the budget secretary on September 19 for all things NPRC.	No action required.
Task Force Committee Reports and recommended Actions		
Presidents Report	Report provided in Packet.	No action required.
VPASA Report	Report provided in Packet.	No action required.
Operational update on Gannon Program	On the non-credit side, we are offering the second fall offering.	No action required.
Good of the order	President Nairn will be speaking at the New America Institute in October in response to some of the press NPRC received the past few weeks.	No action required.
Adjourn	Chair Mary Jo White adjourned the meeting at 12:10 p.m.	No action required.

Respectfully submitted:

Abigail Petrosky