



**NORTHERN
PENNSYLVANIA
REGIONAL COLLEGE**

**Board of Trustees Meeting Minutes
September 12, 2025
Warren Administrative Center
10:00 a.m.**

Attendees:
Mr. Robert Esch
Ms. Kate Brock
Mr. Jamie Evans
Dr. Kim Rees
Mr. Ryan Betts

Virtual Attendees:
Ms. Kat Thomson
Ms. Jessica Herzing
Ms. Heather Evans
Mr. Justin Leventry

Administration/Staff:
President Susan Snelick
VP Jen Cummings-Tutmaher
VP Mike Giambrone
VP Adam Johnson
VP Ben Malczyk
Mrs. Jill Lasecki

Absent:
Dr. Adrienne Dixon
Mr. Aaron Singer
Ms. Amy Shields
Ms. Jen Gesing
Mr. Hank LeMeur
Mr. Duane Vicini

Agenda Item	Discussion/Action	Follow-up Action Items
Call to Order	Chairperson Esch called the meeting to order at 10:01 a.m.	
Roll Call	Mrs. Lasecki completed the roll call. A meeting quorum was in attendance.	
Public Comment	<u>No comments.</u>	
Meeting Minutes	The meeting minutes from August 8, 2025, Board of Trustees meeting were presented for approval. Chairperson Esch requested a motion to approve the August 8, 2025 meeting minutes. Trustee Evans so moved, second by Trustee Rees. The motion passed unanimously.	
New Business	A. Marketing Report/Perception Survey Discussion – Abbi Petrosky, Director of Admissions and Strategic Communications, presented two PowerPoint presentations. The first was a description of all of the media partners and what role they play for us. The second presentation was on the importance of attributes.	



	B. Title IV – Program Participation Agreement – Susan Gleason, Director of Financial Aid, presented that we were approved for Title IV as of 8/18/25. As of 7/1/26 we can work with PELL for WFD. NPRC is able to share the code with students that we received regarding Title IV, but we were rejected out of the system, and they are still working on that. We are going through the approval process for PHEAA presently. In order to offer Veteran’s benefits, we have to be fully accredited. Hopefully that will be available in the 26/27 school year. If we lose accreditation, we lose federal and state funding.	
Standing Committees Reports and Recommended Actions		
<u>Finance & Audit Committee</u>	1. Meeting minutes from the July 25, 2025 committee meeting were provided for the board’s information. Total assets have decreased. As lease’s mature, assets decrease. Assets are up over those in 2024. .	



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<u>Strategic Growth Committee</u>	1. No meeting since the last report.	
<u>Executive Committee</u>	1. N/A	
<u>Academic Affairs Committee</u>	1. Haven't met since last meeting	
<u>Ad Hoc Policy Development –</u>	1. N/A	
<u>College Advancement Committee</u>	1. This year's Gala will be held March 28, 2026 at Cable Hollow Golf Course again. September 26, 2026 there will be a golf outing in Elk County. Working on planning something for the west side of the county.	
<u>Governance and Nominating Committee</u>	1. The committee minutes from the July 22, 2025 meeting were provided for the board's information. A meeting in July included a discussion on the alumni advisory board, retreat, and potential new membership. All Trustees were encouraged to share thoughts on individuals to consider for membership with the committee.	

Task Force Committee Reports and Recommended Actions		
<u>President's Report</u>	A wage survey was dispersed at the RCCA conference in September via QR code, as was previously discussed. Also, at the RCCA Conference NPRC was given the Workforce Development and Innovation Award for its targeted EMT training program.	
<u>VPAA/ALO Report</u>	Accreditation update included a submission of the self-study report and inventory. Full visit will be in October. Dual Enrollment is going well. Will have the largest number of graduates this year due to the paraprofessional cohort.	
<u>VPESS Report</u>	Enrollment numbers and final numbers will be updated at the October meeting. More students admitted for fall than all of last year. Making sure that the funnel process for admissions aligns with the SEM Plan.	
<u>VPFO Report</u>	HR update – payroll is now in Bamboo. Employee headcount is 58. Through the Business Office the remainder of the PDE grant was spent in July. Audit is nearing completion. The preliminary review is next week. No concerns from there. IT-Facilities is moving out of Erie with the bulk of the furniture coming to the Warren Office. Our new Erie location is 2005 Peninsula Drive in Erie. All the equipment has been moved to that location. Re-negotiating the lease with Pitt-Titusville presently.	
<u>VPWFD Report</u>	Apprenticeships and customized trainings continue to grow. OSHA 10 training in high schools has begun. Collins Hardwood class is being developed for supervisory. EMS enrollments are 179. Cohort 1 graduation is next Friday. Getting additional sites for EMS. Insurance agent certification and final wastewater module. Culinary bootcamp will be replicated at Cameron County Chamber with Safe SERV training. Getting more requests for customized training. We are an EMT training center, which allows us to offer training. Will be offering an accelerated CDL with 1 week of driving and the rest online. Accelerated EMS which is competency based not hours based. Apprenticeships are going strong. Community CPR training courses are	

	scheduled. Offering a woman's health seminar in Tioga and a similar one in Kane – UPMC. Offering a homesteading series, egg drops, and a public speaking seminar.	
CEC Collaboration Report	Met with the directors on Monday, August 11, 2025. Will be sharing space.	
Advisory Committee	Next meeting is in November.	
Executive Session	Chairperson Esch requested a motion to enter Executive Session. So moved by Trustee Betts and seconded by Trustee Rees. Executive Session entered at 12:16 p.m. and ended at 12:26 p.m.	
Adjournment	Chairperson Esch requested a motion to adjourn at 12:26 p.m. so moved by Trustee Betts, seconded by Trustee Rees. The motion passed unanimously.	

Respectfully submitted by: Jill Lasecki

Hank LeMeur, Secretary of the Board

Date