



**Board of Trustees Meeting Minutes
March 13, 2026
24th Street Emporium, PA
10:00 a.m.**

Attendees:

Mr. Robert Esch
Dr. Kim Rees
Mr. Scott Olewine
Ms. Amy Shields
Ms. Alyce Busch
Ms. Jessica Herzing
Mr. Duane Vicini

Virtual Attendee:

Mr. Jamie Evens
Mr. Justin Leventry
Ms. Heather Evans
Mr. Ryan Betts

Administration/Staff:

President Susan Snelick
VP Ben Malczyk
VP Mike Giambrone
VP Adam Johnson
Mrs. Andrea Shene

Absent:

Mr. Aaron Singer
Ms. Jen Gesing

Agenda Item	Discussion/Action	Follow-up Action Items
Call to Order	Chairperson Evens called the meeting to order at 10:00 a.m.	
Roll Call	Mrs. Shene completed the roll call. A meeting quorum was in attendance. Introductions were completed.	
Public Comment	No comments.	
Meeting Minutes	The meeting minutes from the January 9, 2026, Board of Trustees meeting were presented for approval. Chairperson Evens requested a motion to approve the January 9, 2026 meeting minutes. Trustee Herzing so moved, second by Trustee Rees. The motion passed unanimously.	
New Business	A. New Membership- Alyce Busch. Vice Chair Chairperson Rees swore in Trustee Busch. B. Dual Enrollment Presentation: Ben Malczyk provided a presentation on the dual enrollment program. The runway program was highlighted. A short video by Ron Pollock was shared. Certificate programs were discussed. The concept of “trails” for success was discussed. The	



	<p>document supporting this concept was shared. Vice Chair Rees spoke to the success her students are experiencing at the Austin School District.</p> <p>C. Consent Agenda- A motion to approve the policies NPRC: 2002. 3000, 3345, 3350, 6815, 9055, and 9315 as presented. Chairperson Evens requested a motion to approve the policies as presented. This was so moved by Trustee Esch, seconded by Trustee Evans. The motion passed unanimously.</p> <p>D. 2026-2027 Budget-A summary of the budget was discussed. A breakdown of expenses and revenues reflects a short fall that will be covered by accessing the operating reserve funds. A meeting with PDE resulted in the potential to access grant years sooner than in the past as funds are one year behind. Chairperson Evens requested amotion to approve the budget as presented. So moved by Trustee Vicini, and seconded by Trustee Olewine. The motion passed unanimously.</p> <p>E. Water Bear Contract- This is a new media contract. The dollar amount on this contract requires board approval for this contract. Chairperson requested a motion to approve the Water Bear Contract as presented. So moved by Trustee Shields and seconded by Trustee Olewine. The motion passed unanimously.</p>	
Standing Committees Reports and Recommended Actions		
<u>Finance & Audit Committee</u>	<ol style="list-style-type: none">1. Finance and Audit Committee approved meeting minutes. The minutes from the January 30, 2026 meeting were provided for review.2. Monthly Statements- The annual budget was reviewed at the last meeting. The March meeting will review two monthly statements: January and February statements that will be shared at the April 10, 2026 meeting.	



<u>Strategic Growth Committee</u>	<ol style="list-style-type: none">1. The information from the last meeting was shared. The 4th Pillar Financial Growth was presented.	
<u>Executive Committee</u>	<ol style="list-style-type: none">1. Executive Committee approved meeting minutes. The meeting minutes from the January 5, 2026 were provided for review. Trustee Thompson resignation was discussed. The gala was reviewed and participation was encouraged. President's Selick's review is underway, the information and form will be sent to the board by Lisa Pecora, Director of Human Resources.2. Conflict of Interest- Forms were reviewed, for those that have not completed them, they will be presented at the April 10, 2026 meeting.	
<u>Academic Affairs Committee</u>	<ol style="list-style-type: none">1. Academic Affairs Committee approved meeting minutes. The meeting minutes from the August 4, 2025 meeting were provided for review.2. 2025-2026 Academic Calendar Programs- New programs, including certificates and an Emergency Services Degree, that will be included in the academic catalog were reviewed.	
<u>Ad Hoc Policy Development</u>	This committee reviewed policy for the consent agenda via email and will meet as necessary.	
<u>College Advancement Committee</u>	<ol style="list-style-type: none">1. This committee meets Wednesday, March 18, 2026.	
<u>Governance and Nominating Committee</u>	<ol style="list-style-type: none">1. Governance and Nominating Committee approved meeting minutes. The meeting minutes for the December 17, 2026 meeting were provided for review. New membership was discussed.2. Orientation Outline. This is a result of a goal from the board retreat. It is meant as a guideline for mentor/mentee relationship and growth. A checklist is also included with the outline.	



Task Force Committee Reports and Recommended Actions		
President's Report	President Snelick provided an overview from her report. The date for the board retreat is set for September 10 th and 11 th in Crawford County.	
VPA Report	Student resource hub by county has been launched. TSS (Targeted Student Support) was discussed. The group that manages any concerns meets weekly.	
VPESS Report	Financial aid disbursements were discussed. State aid is now established as well. Work is under way to accept veteran funding once accreditation is awarded. Unduplicated enrollment numbers for spring were discussed. New billboards are being released in March.	
VPFO Report	Software implementation updates were provided. Third floor is open to students and going well. Open enrollment is beginning for benefits. Revisions to employee performance are being made. The different open grants at NPRC were reviewed.	
VPWFD Report	High school work is the ECC program for industrial maintenance, OSHA training, and CPR. Penn State meat science program has requested us a pre-apprentice for butchering program. This is USDA approval contingent. Strategic Planning classes are being offered. Ed2Go was highlighted.	
CEC Collaboration Report	This group will meet on January 20, 2026.	
Advisory Committee		
Adjournment	Vice-Chair Rees requested a motion to adjourn at 12:18 p.m. so moved by Trustee Herzing, seconded by Trustee Shields. The motion passed unanimously.	

Respectfully submitted by: Andrea Shene

Amy Shields, Secretary of the Board

Date