NORTHERN PENNSYLVANIA REGIONAL COLLEGE

Board of Trustees Meeting Minutes
September 10, 2021
Conewango Club, Warren, PA & ZOOM Connection
10:00 a.m.

In-Person Attendees:	Virtual Attendees:	Administration/Staff	Absent:
Chairperson Kate Brock	Dr. Adrienne Dixon	President Susan Snelick	
Vice-Chairperson Ms. Amanda Hetrick	Ms. Mary Bula	Mr. Raymond Pring	
Secretary Hank LeMeur	Mr. Mario Fontanazza	Ms. Melinda Saunders	
Mr. Duane Vicini			
Mr. Andy Foyle			
Ms. Amanda Hetrick			
Ms. Amy Shields			
Mr. Robert Esch			
Mr. Greg Mahon			
Mr. Dennis Wilke			

Agenda Item	Discussion/Action	Follow-up Action Items
Call to Order	Chairperson Brock called the meeting to order at 10:04 a.m.	
Roll Call	Ms. Elletson completed roll call. A meeting quorum was in attendance.	
Public Comment	No comments.	
Meeting Minutes	The meeting minutes from the July 9, 2021 Board of Trustees meeting were presented for approval. Chairperson Brock asked for a motion to approve the July 9, 2021 meeting minutes. Trustee Foyle so moved, and the motion was seconded by Trustee Shields. The motion passed unanimously.	
New Business	A. **NPRC BOT Committee Listing 2021** Chairperson Brock presented current BOT Committee Assignments. A motion was made by Trustee Vicini and seconded by Greg Mahon for the assignments to be approved. The motion passed unanimously. B. **Presidential Milestones 2021 (Revised)** Updates to two milestone statements were presented by President Snelick to be in alignment with the College's accreditation process and timeline.	

	Trustee LeMeur made a motion to approve the updates to the President's Milestones as presented. This motion was seconded by Trustee Foyle. The motion passed unanimously. **C. Accreditation Teach Around** NPRC Staff presented information regarding the College's accreditation process, how the College is currently in compliance with the accrediting body's standards of affiliation, and how the College and always working on continual improvement. This presentation took place from 11:14 a.m. and lasted until 12:10 p.m. **NPRC Staff Participants Included:** **In-person Attendees:** Lisa Pecora, Ron Pollock, Brian Russell, Regina Russell, Gary Sawtelle, Joanna Elletson, Wallace Taylor, Lori McNeal, Jennifer Cummings-Tutmaher, Mindy Saunders, Lauren Zickefoose, Hailey Brown, Leigh Anne Kraemer-Naser, Abbi Petrosky, Ben Blood, Dannielle Nebinski, Eileen Goodling, Ray Pring, Jennifer Rossey, Lori Swick, and Kelsey Kirkpatrick **Virtual Attendees:** Frank O'Connell, Aldo Jackson, and Steve Carr	
Standing Committees Reports and Recommended Actions		
Finance & Audit Committee	A. Committee meeting minutes – were provided for the board's information. B. Financial Statements - Mr. Pring reviewed the financial information provided and answered/clarified questions regarding the documents provided in trustee information. After review and discussion, Chairperson Brock asked for a motion to approve the financial statements ending June 30, 2020. Trustee Vicini so moved and the motion was seconded by Trustee Shields. The motion passed unanimously.	
Executive Committee	A. Meeting minutes from the committee meeting were provided for the board's information. B. Non-Employee Conflict of Interest Disclosure Summary - Trustees were previously supplied with the Policy and Statement/Disclosure form for their completion. The executive committee reviewed all forms and provided the trustees C. No report regarding Harrisburg updates.	

Academic Affairs Committee	A. No report.	
Policy Development/HR Committee	A. No report.	
College Advancement Committee	A. No report.	
Public Relations and Marketing Committee	A. No report. B. Minutes from the July 7, 2021 meeting will be shared in an upcoming meeting. C. Committee members shared how data is driving conversation within the committee. Because of this, an update will be forthcoming on the College's website allowing the student or employer and easier way to locate their specific needs while the College is able to collect data and make more informed decisions.	
Nominating and Board Development Committee	A. Meeting minutes from the committee meeting held on June 30, 2021, were provided for the board's information. B. Chairperson Brock gave a brief update regarding the upcoming BOT retreat and explained that it is anticipated that vacancies on the Board will be filled in November.	
Strategic Growth Committee	A. Trustee Vicini gave a brief update on ECUA members and how this committee will be looking at how the College may want continue discussions regarding expansion in the future. B. A meeting for the committee has been scheduled for October 11, 2021	
Task Force Committee Reports and Recommended Actions		
President's Report	A. President Snelick reviewed her report and supplementary report that were both included for trustee information.	
VPASA	A. Vice President Saunders reviewed her report that was included for trustee information. B. Vice President Saunders gave a brief explanation regarding the restructuring of the previous Student Success Specialist position into two different positions (Student Engagement Specialists and Community Engagement Specialists).	

Erie Advisory Committee Update	A. The committee has not met B. A meeting is planned for October 2021. An update will be included an update at an upcoming meeting.	
Rural Advisory Committee Update	A. The committee has not met. B. A meeting is planned for October 2021. An update will be included an update at an upcoming meeting.	
Executive Session & Adjournment	A. Chairperson Brock asked for a motion to adjourn the meeting & entered into executive session to discuss personnel and legal matters. The board entered into executive session at 12:15 p.m. B. The board came out of executive session at 12:23 p.m. Chairperson Brock asked for a motion to adjourn the board of trustee meeting. Trustee LeMeur so moved, second by Trustee Hetrick. The meeting adjourned at 12:25 p.m. at which time NPRC Board members and Staff enjoyed a luncheon together.	

Respectfully submitted by: Joanna K. Elletson

 Signature on file
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Hank LeMeur, Secretary of the Board   Date