Board of Trustees Meeting Minutes

Regular Monthly Meeting

May 27, 2026 | 5:00 pm | 2403 W. 8th Street, Erie West, Founder's Rm 307A

Zoom Meeting ID: 864 7949 2792

Zoom Passcode: 113651

1. **Call to Order at 5:00pm**

2. **Roll Call**

Trustee	Roll Call
Secretary Ejay Fyke	Y
Geoffrey Groce	Y
Kurt Hersch	Not Present
Angela McNair	Y @ 5:54pm
Robert Merrill	Y
Msg. David Rubino	Y
Vice Chairperson Cheryl Rush Dix	Y
Chairperson Dr. Michael Victor	Y

With a quorum confirmed, the Trustees proceeded with the agenda.

College Employees/Other Attendees (6)

Founding President Chris Gray Ph.D.; Executive Assistant Renée Triana; Executive Vice President Guy Goodman; CFO Frank Moore via Zoom; Executive Director of External Relations & Strategy Shawn Waskiewicz; and Solicitor Tim Wachter.

3. **Approval of March 25, 2026, Regular Meeting Minutes (pg. 25-30)**

Motion 1	Resolution to Approve the March 25, 2026, Regular Meeting Minutes.

There was no discussion.

***Continued**

Trustee	Motion 1	Vote
Secretary Ejay Fyke	1	Y
Geoffrey Groce		Y
Kurt Hersch		Not Present
Angela McNair		Not Present
Robert Merrill		Y
Msg. David Rubino		Y
Vice Chairperson Cheryl Rush Dix	2	Y
Chairperson Dr. Michael Victor		Y

Resolution to approve the March 25, 2026 regular meeting minutes was approved unanimously via voice vote.

4. **Public Participation**-None

5. **Communication**

   A. **President's Report**

   Chris Gray, Ph.D.

   Dr. Gray noted a letter from a student thanking EC3 for the workforce preparation our faculty and staff provided within the Allied Health Care programs. He also reported that the College was expecting a letter from the Department of Education tomorrow approving our Title IV application. Finally, Dr. Gray thanked EVP Goodman and CFO Moore and team for their pivot and repositioning of analytics for tonight's Plan Let's Go presentation and presented tentative budget due to the pending approval. Dr. Gray shared this will be the full implementation of Plan Let's Go and it will be implemented.

   B. **Ad Hoc Committees and Advisory Groups**

   1. Foundation-President's Advisory Group

      Trustee Ejay Fyke, Board Representative

      Trustee Fyke reported that the Foundation was looking to add new members to their advisory board. He also said that planning has begun for EC3's Second Annual Golf outing in September. Finally, he reported that the Foundation has raised $190,000+ for 2026.

   C. **Chairperson of the Board**

   Chairperson Michael Victor, J.D., LL.D.

   Chairperson Dr. Victor gave the trustees commencement logistic reminders and later introduced new trustee, Angela McNair.

   D. **Other**-There were no other reports.

***Continued**

6. **Presentation- Plan Let's Go Update (Exhibit A)**
   Guy Goodman, Executive Vice President of Academics and Student Affairs and Frank Moore, CFO

   EVP Goodman reported that the Plan Let's Go information being shared incorporates EC3 participating in the Federal Financial Aid program. The College is participating in the PELL Grant, the Federal Work Study (FWS), and the Federal Supplemental Educational Opportunity Grant (FSEOG). The College has chosen not to participate in Federal Student Loans including Direct Subsidized, Unsubsidized, and PLUS Loans which could put our students and the College at financial risk. The College implemented tuition for Spring 2026 and provided a Pioneer Scholarship for students who completed the 25/26 FAFSA, enrolled in 6 or more credit hours, and kept in good standing. The graphs, based on FTE, show a small decline in enrollment as the College transitions into a pay model with the anticipation that it will be short lived. Pioneer students will continue to receive last-dollar tuition support; current students who are non-Pioneers can utilize the federal aid program with 80% of our students being PELL eligible; and new students can utilize financial aid and other funding sources such as outside scholarships and private loans. There will be a heavy marketing and communications plan to inform students what these changes mean to them once our Title IIV application is approved. The College will also bolster the opportunities for students to participate in financial literacy programs.

7. **Standing Committee Reports and New Business**

   A. **Academic Committee**
      Vice Chairperson Cheryl Rush Dix

      1. Report-Vice Chairperson Rush Dix reported that there was not a committee meeting this month and therefore no report.
      2. New Business-No Action Items

   B. **Personnel Committee**
      Trustee Robert Merrill

      1. Report-Trustee Merrill reported that there was not a committee meeting this month and therefore no report.
      2. New Business-No Action Items

   C. **Finance Committee Report**
      Trustee Kurt Hersch

      1. Report-In Trustee Hersch's absence CFO, Frank Moore reported that the committee met on Monday May 18th and reviewed April YTD financials, the tentative budget, tuition rates for the 26/27 academic year, and went through capital items that are in the resolutions that follow.

         a. April YTD Budget Summary 2025-2026 (pg. 5)
         b. April 2026 Bank Reconciliation (pg. 6)

***Continued**

1. New Business

Motion 2	Resolution to Approve the Tentative 2027 Fiscal Year Budget As Presented [Board Report #26-17] (pg. 7-11)

CFO, Frank Moore, reported that the finance committee is presenting a conservative tentative $11,763,360 balanced budget. Federal Financial Aid is built in, Pioneer Scholarships are reduced with the implementation of Federal Financial Aid, and the College's reserves are increased.

Trustee	Motion 2	Vote
Secretary Ejay Fyke		Y
Geoffrey Groce	1	Y
Kurt Hersch		Not Present
Angela McNair		Not Present
Robert Merrill		Y
Msg. David Rubino	2	Y
Vice Chairperson Cheryl Rush Dix		Y
Chairperson Dr. Michael Victor		Y

Resolution to approve the tentative 2027 fiscal year budget as presented was unanimously approved via voice vote.

Motion 3	Resolution to Approve Tuition and Enrollment/Course Fees for the 2026-2027 Academic Year as Presented [Board Report #26-18] (pg. 12)

CFO, Frank Moore noted that there will be several changes for our students with the acceptance of the College's Title IV application, transitioning from free tuition through Plan Let's Go. Tuition rates being maintained will help the students through this transition.

Trustee	Motion 3	Vote
Secretary Ejay Fyke	1	Y
Geoffrey Groce		Y
Kurt Hersch		Not Present
Angela McNair		Not Present
Robert Merrill		Y
Msg. David Rubino		Y
Vice Chairperson Cheryl Rush Dix	2	Y
Chairperson Dr. Michael Victor		Y

Resolution to approve Tuition and Enrollment/Course Fees for the 2026-2027 Academic Year as presented was unanimously approved via voice vote.

Motion 4	Resolution to Approve a Contract with Alchemy in the Amount of $81,565 for the Deployment of Basic Workday Financial Aid Functionality and Portico Integrations [Board Report #26-19] (pg. 13)

There was no discussion

Trustee	Motion 4	Vote
Secretary Ejay Fyke	1	Y
Geoffrey Groce		Y
Kurt Hersch		Not Present
Angela McNair		Not Present
Robert Merrill	2	Y
Msg. David Rubino		Y
Vice Chairperson Cheryl Rush Dix		Y
Chairperson Dr. Michael Victor		Y

Resolution to Approve a Contract with Alchemy in the Amount of $81,565 for the Deployment of Basic Workday Financial Aid Functionality and Portico Integrations was unanimously approved via voice vote.

a. **Motion 5**-Approval of Items 1-3: Erie West's Front Lobby Renovation. Item 4: Electrical Lighting Upgrade at Summit. And Item 5: Installation of Erie West Monument Sign Including Electric. All projects are supported by 50% PDE funds.

Item 1	Resolution to Approve a Contract with Tip Construction Inc. in the Amount of $59,000 For Carpentry Work Related to the West Campus North Stair Renovation [Board Report #26-20] (pg. 14)

Item 2	Resolution to Approve a Contract with Corporate Glass in the Amount of $118,805 for Glazing Work Related to the West Campus North Stair Renovation [Board Report #26-21] (pg. 15)

Item 3	Resolution to Approve a Contract with Erie Contract Interiors, Inc. in the Amount of $66,593 for Flooring Demolition and Installation Related to the West Campus North Stair Renovation [Board Report #26-22] (pg. 16)

Item 4	Resolution to Approve a Contract with Keystone Electric Construction Co. in the Amount of $37,032 to Provide Electrical Lighting Upgrades at EC3 Summit [Board Report #26-23] (pg. 17)

Item 5	Resolution to Approve the Purchase of a Monument Sign Including Installation, Electrical Upgrades, and Software for the West Campus from FASTSIGNS of Erie, PA in the Amount of $58,820 [Board Report #26-24] (pg. 18)

These items are covered in majority by RACP funds that must be spent by June 30, 2026.

***Continued**

Trustee	Motion 5	Vote
Secretary Ejay Fyke	2	Y
Geoffrey Groce		Y
Kurt Hersch		Not Present
Angela McNair		Not Present
Robert Merrill		Y
Msg. David Rubino	1	Y
Vice Chairperson Cheryl Rush Dix		Y
Chairperson Dr. Michael Victor		Y

Resolution to approve **Item 1**- Contract with Tip Construction Inc. in the amount of $59,000; **Item 2**- Contract with Corporate Glass in the amount of $118,805; **Item 3**- Contract with Erie Contract Interiors, Inc. in the amount of $66,593; **Item 4**- Contract with Keystone Electric Construction Co. in the amount of $37,032; **Item 5**- the purchase of a monument sign including installation, electrical upgrades, and software for the West Campus from FASTSIGNS of Erie, PA in the amount of $58,820 were unanimously approved via voice vote.

D. **Other**

1. New Business

Motion 6	Resolution to Ratify the President's Approval of Construction Change Orders with Consult and Board Chairperson Approval in the Amount Not to Exceed $35,000 on April 13, 2026 [Board Report #26-25] (pg. 19-20)

Dr. Gray commented that the CFO and Solicitor will be creating and proposing policy language to cover time sensitive facilities situations that would be outside a construction project.

Trustee	Motion 6	Vote
Secretary Ejay Fyke	1	Y
Geoffrey Groce		Y
Kurt Hersch		Not Present
Angela McNair		Not Present
Robert Merrill	2	Y
Msg. David Rubino		Y
Vice Chairperson Cheryl Rush Dix		Y
Chairperson Dr. Michael Victor		Y

Resolution to ratify the President's approval of Construction Change Orders with Consult and Board Chairperson Approval in the Amount Not to Exceed $35,000 on April 13, 2026 was unanimously approved via voice vote.

***Continued**

Motion 7	Resolution to Authorize the Submission of EC3's Self Study Report to the Middle States Commission on Higher Education for Initial Accreditation [Board Report #26-26] (pg. 21)

Dr. Gray noted that Standard 7 is being rewritten and the edits will be shared with the Trustees. Dr. Gray reported that the self-study report was due in late June prior to the September visit. (Dr. Gray later reported in a June 5th email to trustees that the timeline was incorrect and the final submission is due in mid-July).

Trustee	Motion 7	Vote
Secretary Ejay Fyke	2	Y
Geoffrey Groce		Y
Kurt Hersch		Not Present
Angela McNair		Y
Robert Merrill		Y
Msg. David Rubino		Y
Vice Chairperson Cheryl Rush Dix	1	Y
Chairperson Dr. Michael Victor		Y

Resolution to authorize the submission of EC3's Self Study Report to the Middle States Commission on Higher Education for initial accreditation was unanimously approved via voice vote.

Motion 8	Resolution to Implement the "Plan Let's Go!" Version 2027 as Presented [Board Report #26-29] (pg. 22)

There was no additional discussion from the previous presentation.

Trustee	Motion 8	Vote
Secretary Ejay Fyke		Y
Geoffrey Groce		Y
Kurt Hersch		Not Present
Angela McNair		Y
Robert Merrill	2	Y
Msg. David Rubino		Y
Vice Chairperson Cheryl Rush Dix	1	Y
Chairperson Dr. Michael Victor		Y

Resolution to implement the "Plan Let's Go!" Version 2027 as presented was unanimously approved via voice vote.

***Continued**

Motion 9	Resolution to Renew Sublease with Northwest Tri-County Intermediate Unit (IU5) for a Portion of Erie County Community College's Leased Premise from July 1, 2026 to June 30, 2027 for $1.00 [Board Report #26-28] (pg. 23)

The solicitor noted that the lease terms were updated to add automatic renewal for one-year periods until either party gives 60 days' written notice and will follow all board policies.

Trustee	Motion 9	Vote
Secretary Ejay Fyke		Y
Geoffrey Groce		Y
Kurt Hersch		Not Present
Angela McNair		Y
Robert Merrill		Y
Msg. David Rubino	2	Y
Vice Chairperson Cheryl Rush Dix	1	Y
Chairperson Dr. Michael Victor		Y

Resolution to Renew Sublease with Northwest Tri-County Intermediate Unit (IU5) for a Portion of Erie County Community College's Leased Premise from July 1, 2026 to June 30, 2027 for $1.00 was unanimously approved via voice vote.

Motion 10	Resolution to Approve the Lease Agreement on File in the President's Office [Board Report #26-29] (pg. 24)

The lease with Youth Leadership Institute has been renewed for one year at $40,000, with an additional one-year renewable option. The Board has authorized the President to sign the lease pending legal review by the Solicitor.

Trustee	Motion 10	Vote
Secretary Ejay Fyke		Y
Geoffrey Groce		Y
Kurt Hersch		Not Present
Angela McNair		Y
Robert Merrill		Y
Msg. David Rubino	1	Y
Vice Chairperson Cheryl Rush Dix	2	Y
Chairperson Dr. Michael Victor		Y

Resolution to approve and give the President authorization to sign a one-year lease agreement with Youth Leadership Institute for $40,000, with an additional one-year renewable option pending legal review by the solicitor was unanimously approved via voice vote.

8. **Executive Session for the Purpose of Personnel Matters**

Time In: 6:11pm **Time Out:** 7:00pm

Trustee	Exe Session	Vote
Secretary Ejay Fyke		Y
Geoffrey Groce		Y
Kurt Hersch		Not Present
Angela McNair		Y
Robert Merrill		Y
Msg. David Rubino	1	Y
Vice Chairperson Cheryl Rush Dix	2	Y
Chairperson Dr. Michael Victor		Y

Motion to enter into Executive Session at 6:11pm was approved unanimously via voice vote.

9. **Motion 11 to Adjourn at 7:00pm**

Trustee	Motion 11	Vote
Secretary Ejay Fyke		Y
Geoffrey Groce	1	Y
Kurt Hersch		Not Present
Angela McNair	2	Y
Robert Merrill		Y
Msg. David Rubino		Y
Vice Chairperson Cheryl Rush Dix		Y
Chairperson Dr. Michael Victor		Y

Motion to adjourn the meeting at 7:00pm was approved unanimously via voice vote.

(Exhibit A)

PLAN, LET'S GO

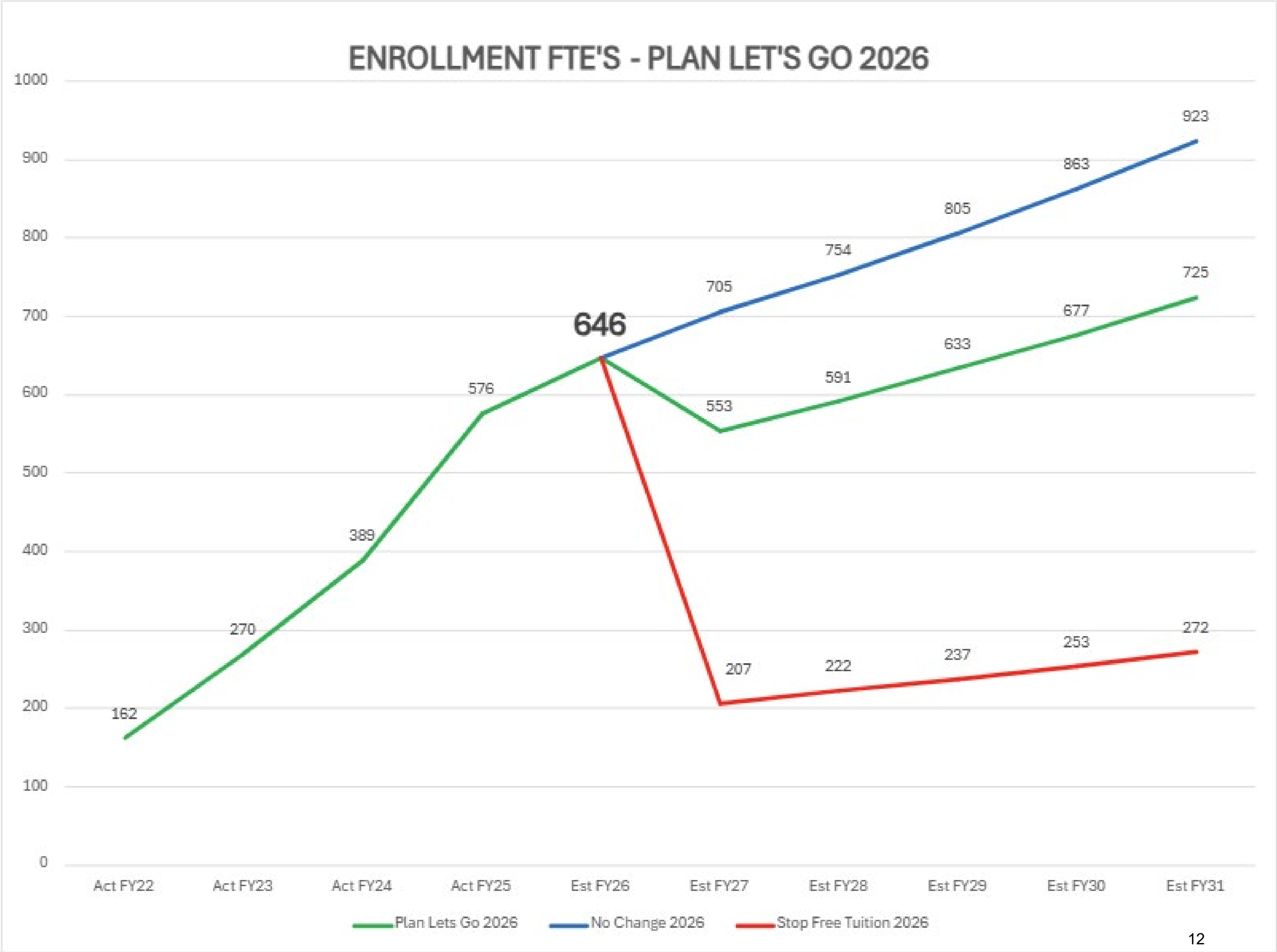
IMPACT AND GOING FORWARD

LEVEL SETTING

EC3 initiated the Student Pay Model for tuition in Spring 2026

Implemented Plan Let’s Go Lite by providing the Pioneer Scholarship for qualifying students

PLG Lite was precursor to Title IV approval in Spring 2026


ENROLLMENT FTE'S - PLAN LET'S GO 2026
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646
705
754
805
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633
677
725
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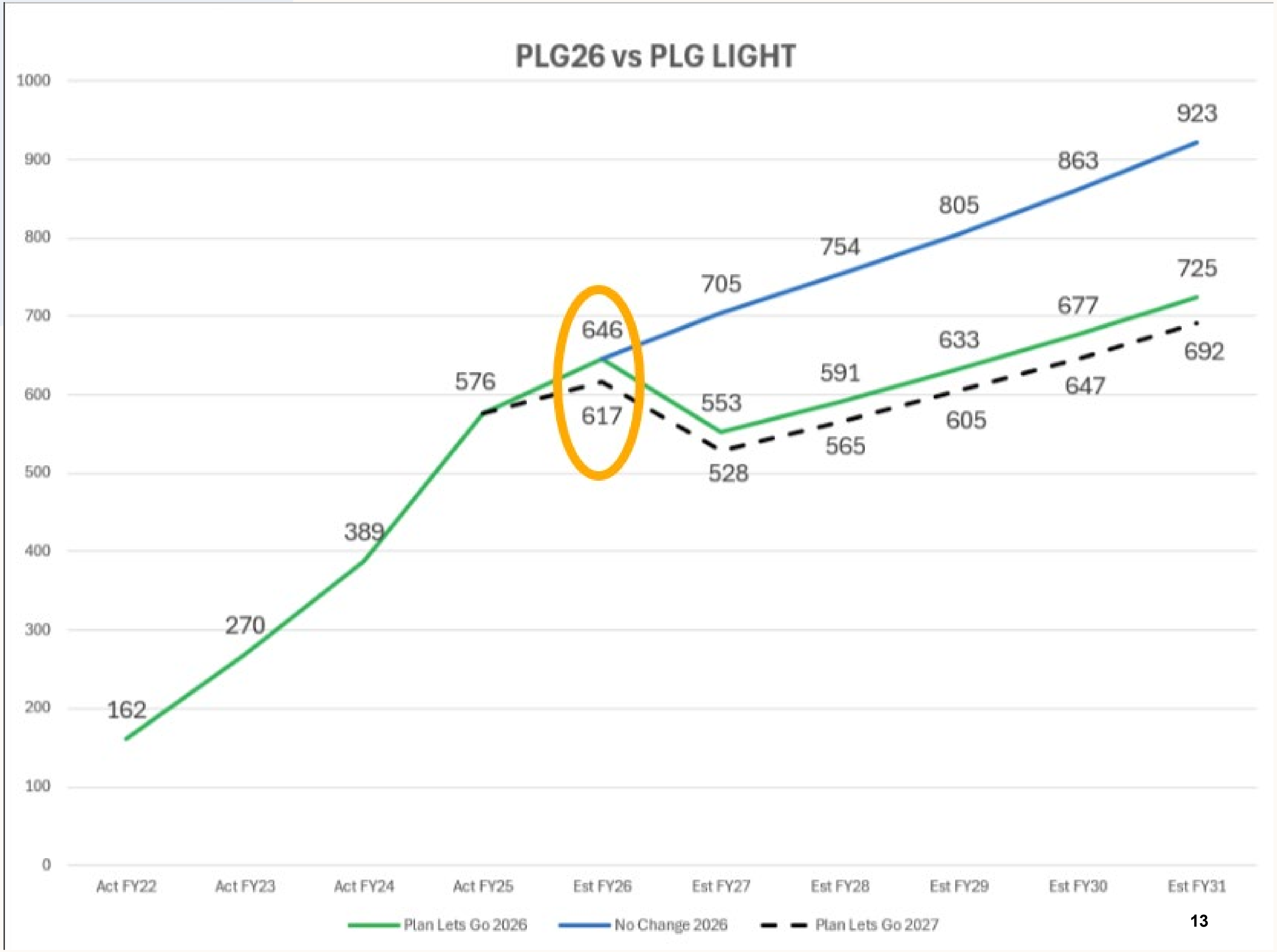
237
253
272
Act FY22
Act FY23
Act FY24
Act FY25
Est FY26
Est FY27
Est FY28
Est FY29
Est FY30
Est FY31
Plan Lets Go 2026
No Change 2026
Stop Free Tuition 2026


PLG26 vs PLG LIGHT
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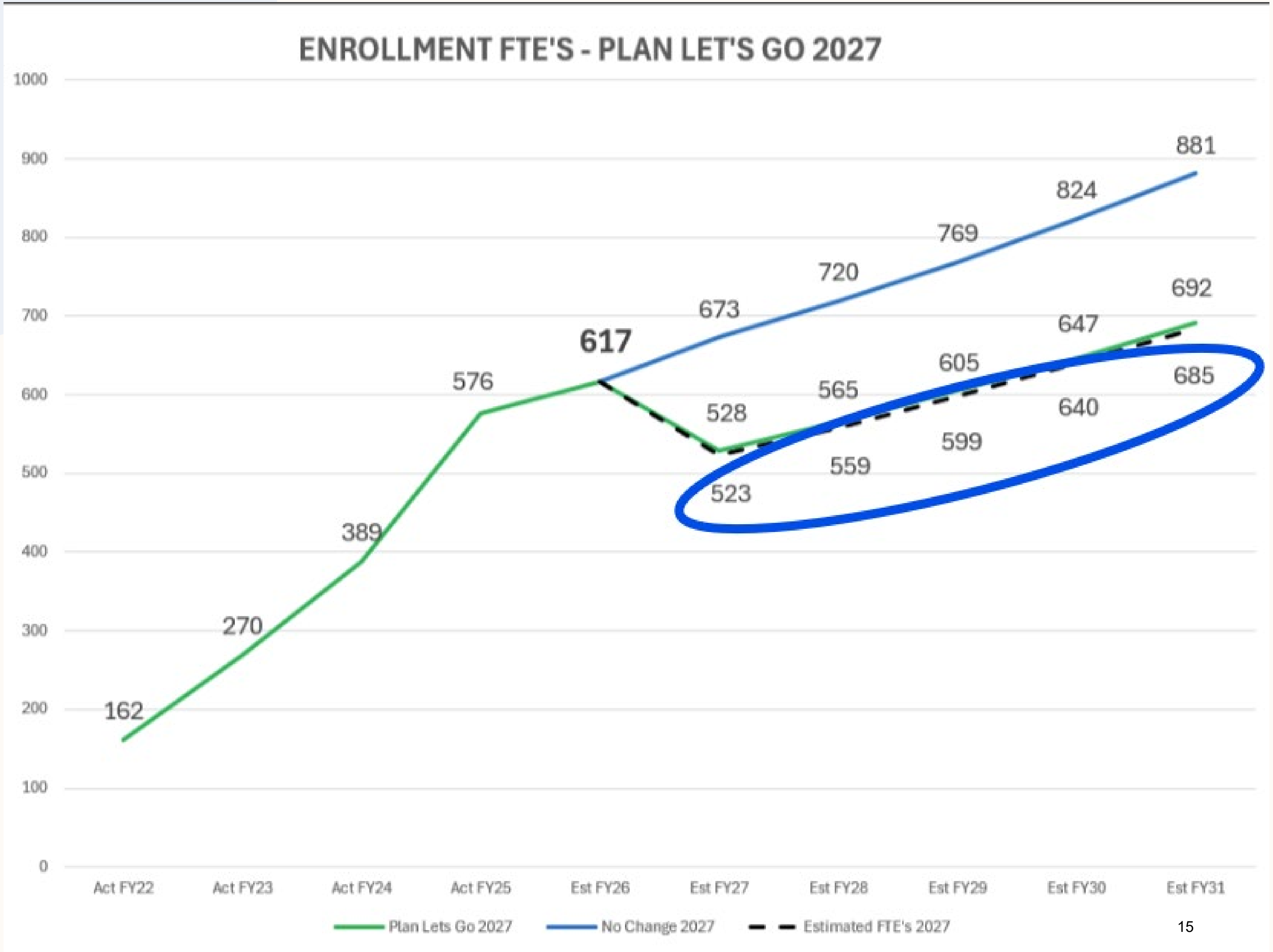
Act FY22
Act FY23
Act FY24
Act FY25
Est FY26
Est FY27
Est FY28
Est FY29
Est FY30
Est FY31
Plan Lets Go 2026
No Change 2026
Plan Lets Go 2027

WHAT'S AHEAD

Enrollment models are only projections.

All students are being charged tuition.

Anticipating a continued decline in enrollment as students may not be prepared or have the ability to pay out of pocket.



ENROLLMENT FTE'S - PLAN LET'S GO 2027
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162
270
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576
617
673
720
769
824
881
528
565
605
647
692
523
559
599
640
685
Plan Lets Go 2027
No Change 2027
Estimated FTE's 2027

RECOMMENDATIONS POST-FA APPROVAL

- **Pioneers** receive tuition support going forward
  - Pioneer Scholarship would be last dollar for any tuition balance

- **Non-Pioneers** could utilize access to aid from the federal program

- **New students** would need to have a financial plan in place to include aid from the federal program or other funding sources

Board of Trustees

Regular Meeting Book

May 27, 2026

EC3 Erie West

2403 West 8th Street

Founders’ Room 307A

Erie, Pennsylvania 16505

Meeting ID: 864 7949 2792 | Passcode: 113651

Board of Trustees Meeting Agenda
Regular Monthly Meeting
May 27, 2026 | 5:00 pm | 2403 W. 8th Street, Erie West, Founder's Rm 307A
Zoom Meeting ID: 864 7949 2792
Zoom Passcode: 113651

1. Call to Order

2. Roll Call

3. Approval of March 25, 2026, Regular Meeting Minutes (pg. 25-30)

Motion 1	Resolution to Approve the March 25, 2026, Regular Meeting Minutes.

4. Public Participation

5. Communication

   A. **President's Report**
   Chris Gray, Ph.D.

   B. **Ad Hoc Committees and Advisory Groups**
      1. Foundation-President's Advisory Group
      Trustee Ejay Fyke, Board Representative
         a. Report

   C. **Chairperson of the Board**
   Chairperson Michael Victor, J.D., LL.D.

   D. **Other**

6. Presentation- Plan Let's Go Update
Guy Goodman, Executive Vice President of Academics and Student Affairs and Frank Moore, CFO

7. Standing Committee Reports and New Business

   A. **Academic Committee**
   Vice Chairperson Cheryl Rush Dix
      1. Report
      2. New Business-No Action Items

   B. **Personnel Committee**
   Trustee Robert Merrill
      1. Report
      2. New Business-No Action Items

   C. **Finance Committee Report**
   Trustee Kurt Hersch
      1. Report
         a. April YTD Budget Summary 2025-2026 (pg. 5)
         b. April 2026 Bank Reconciliation (pg. 6)

1. New Business

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D. **Other**

1. New Business

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***Continued**

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Motion 10	Resolution to Approve the Lease Agreement on File in the President's Office [Board Report #26-27] (pg. 24)

8. Executive Session for the Purpose of Personnel Matters and Real Estate
9. **Motion 11** to Adjourn

Division and Department Information (pg. i1-i15)

A. Academic Affairs (pg. i1)
B. Student Affairs (pg. i2-i3)
C. Enrollment (pg. i4-i8)
D. Finance, Operations, and Human Resources (pg. i9-i11)
E. Marketing (pg. i12-i13)
F. EC3 Foundation (pg. i14-i15)

Next Regular Meeting is July 22, 2026 at 5:00PM

Erie County Community College

YEAR-TO-DATE OPERATING & CAPITAL CASH BASIS BUDGET REPORT

Fiscal Year 2025-26 as of April 30, 2026

	YTD Actual	YTD Budget	Actual vs. Budget	% Variance	Anticipated	Comments
OPERATING & CAPITAL REVENUES						
Student Tuition & Fees	$ 356,886	$ 317,977	$ 38,908	12.2%		
Tuition from Noncredit Programs	20,950	43,950	(23,000)	-52.3%		
County of Erie - Operating	2,981,690	2,981,690	-	0.0%		
County of Erie - Recurring Capital	701,948	701,948	-	0.0%		
County of Erie - One-Time Capital	316,362	316,362	-	0.0%		
Commonwealth of PA - Operating	2,450,446	2,450,446	0	0.0%		
Commonwealth of PA - Recurring Capital	768,278	701,948	66,330	9.4%		
Commonwealth of PA - One-Time Capital	-	161,111	(161,111)	-100.0%		
Commonwealth of PA - SS Reimbursement	107,403	105,259	2,144	2.0%		
Grants	33,906	235,601	(201,695)	-85.6%		
Investment Income	159,082	154,931	4,151	2.7%		
Donation Passthrough	169,719	165,448	4,271	2.6%		
Miscellaneous Income	704	1,642	(938)	-57.1%		
Total Operating & Capital Revenues	***$ 8,067,374***	***$ 8,338,314***	***$ (270,940)***	***-3.2%***		
APPLICATION OF FUNDS						
Salaries	$ 2,978,976	$ 3,077,171	$ 98,194	3.2%		
Staff Benefits	740,408	766,807	26,399	3.4%		
Other Expenses	324,917	489,863	164,946	33.7%		
Contracted	116,802	120,046	3,244	2.7%		
Insurance	73,426	73,500	74	0.1%		
Travel	23,877	20,152	(3,725)	-18.5%		
Maintenance & Repairs	51,937	62,532	10,595	16.9%		
Marketing	355,097	364,666	9,569	2.6%		
Contingency	-	16,667	16,667	100.0%		
Non-Lease Equipment & Non-Leased Software	181,854	887,974	706,120	79.5%		
Facility Operations	186,662	181,508	(5,154)	-2.8%		
Leased Facilities, Equipment, & Software	836,707	847,528	10,821	1.3%		
Capital Equipment Additions	1,265,102	1,332,646	67,544	5.1%		
TOTAL EXPENSES	***$ 7,135,766***	***$ 8,241,060***	***$ 1,105,294***	***13.4%***		
Surplus/(Deficit)	***$ 931,607***	***$ 97,253***	***$ 834,354***			

Erie County Community College
Confirmation of Bank Statement Reconciliations

	Community College of Erie County
Currency	USD
All EC3 Statements - Beginning Date	4/1/2026
All EC3 Statement - End Date	4/30/2026
Bank Statements Status - Reviewed & Reconciled	**Reconciled**

Operating Account Balances

FNB		April 2026 Current Balances
Operating		$ 248,536.83
Investment Account		$ 852,469.33
Total Operating Account Balances		**$ 1,101,006.16**

Designated Purpose Account Balances

FNB		
Designated Purpose Account		$ 2,975,048.40
- Tranformational Philanthropy Fund	$ 1,561,742.74	
- Interest Earned - Tranformational Philanthropy Fund	$ 109,459.20	
- Window Replacement Fund	$ -	
- Interest Earned - Window Replacement Fund		
- Allied Health Fund	$ 1,199,573.87	
- Interest Earned - Allied Health Fund	$ 104,272.59	
Advancement Fund Account		$ 188,220.27
Board Designated Reserves		$ 721,149.69
Board Designated Reserves Acct. #2670		$ 503,803.56
6 Month CD		$ 25,046.75
Total Designated Account Balances		**$ 4,413,268.67**
Total Operating and Designated Account Balances		**$ 5,514,274.83**

Other Designated Purpose Account Balances

Foundation Agency Fund	**$ 1,929,600.75**
(not included in College account balances)	

Receivable - Funds State and County

State PDE - One Time Capital Funding	$ 130,443.36
State PDE - Operating & Capital	$ -
	$ 130,443.36

Erie County Community College

Board Report #26-17
May 27, 2026

Resolution to Approve the Tentative 2027 Fiscal Year Budget as Presented

Information
Attached is the Tentative Fiscal Year 2027 Budget as submitted by the Finance Committee for the Trustees review and approval. The final budget will be put forth to the EC3 Board of Trustees for approval once the state budget is approved.

Recommendation
The Finance Committee requests that the Board of Trustees moves to approve the tentative 2027 fiscal year budget as presented.

Erie County Community College

FY 2026-27 Budget - Tentative

OPERATING REVENUES	FY 2026-27
Student Tuition & Fees	$ 2,135,876
Tuition from Noncredit Programs	25,000
County of Erie - Operating	2,876,881
County of Erie - Recurring Capital	1,123,119
County of Erie - One-Time Capital	-
Commonwealth of PA - Operating	3,267,262
Commonwealth of PA - Recurring Capital	1,123,119
Commonwealth of PA - One-Time Capital	-
Commonwealth of PA - SS Reimbursement	140,000
Grants	669,103
Investment Income	150,000
Donation Passthrough	250,000
Miscellaneous Income	3,000
TOTAL REVENUES	$ 11,763,360

APPLICATION OF FUNDS	
Salaries	$ 3,796,000
Staff Benefits	1,086,000
Other Expenses	543,000
Contracted	430,000
Insurance	87,000
Travel	50,000
Maintenance & Repairs	82,000
Marketing	465,000
Contingency	50,000
Non-Lease Equipment & Non-Leased Software	923,000
Facility Operations	240,000
Leased Facilities, Equipment, & Software	1,047,000
Capital Equipment Additions	2,125,000
Student Aid	339,360
Reserves	500,000
TOTAL EXPENSES	$ 11,763,360

REVENUES OVER EXPENSES	$ -

Erie County Community College
FY 2026-27 Detailed Budget - Tentative

	Tentative Budget FY27
FUNDING SOURCES:	
Student Tuition & Fees	$ 2,135,876
Tuition from Noncredit Programs	$ 25,000
County of Erie	$ 4,000,000
Commonwealth of PA - Operating	$ 3,267,262
Commonwealth of PA - Recurring Capital	$ 1,123,119
Commonwealth of PA - SS Reimbursement	$ 140,000
Grants	$ 669,103
Miscellaneous Income	$ 403,000
TOTAL REVENUES	**$ 11,763,360**
SALARIES:	
FULL TIME SALARIES:	
Administrative	$ 1,216,607
Staff	$ 931,960
Faculty	$ 776,352
PART TIME SALARIES:	
Part Time Faculty	$ 647,296
PT Administrative	$ 30,000
PT Staff	$ 177,705
Student Workers	$ 16,080
TOTAL FULL TIME SALARIES	$ 2,924,919
TOTAL PART TIME SALARIES	$ 871,081
TOTAL SALARIES	**$ 3,796,000**
STAFF BENEFITS	
Medical Insurance	$ 451,500
Dental Insurance	$ 21,420
Vision Insurance	$ 6,000
Other Insurance/Benefits	$ 42,170
FICA	$ 290,752
Retirement Contribution	$ 221,000
Unemployment Tax Withholdings	$ 26,938
Workers Compensation	$ 11,720
Tuition Reimbursement	$ 30,000
Professional Development	$ 30,000
Payroll Processing Fees	$ 14,300
Employee Contributions	$ (59,800)
TOTAL STAFF BENEFITS	**$ 1,086,000**
OTHER EXPENSES	
Instructional Supplies	$ 160,025
Office Supplies	$ 10,725
Event Supplies	$ 44,350
Other Supplies	$ 59,015
Professional Fees - Audit	$ 50,000
Professional Fees - Legal	$ 40,500
Professional Fees - Other	$ 5,000
Consultants	$ 40,000
Accreditation	$ 40,000
Board Development	$ 10,000
Postage	$ 3,375
Sponsored Event Costs	$ 4,500

Erie County Community College
FY 2026-27 Detailed Budget - Tentative

		Tentative Budget FY27
Licenses and Certifications	$	9,067
Interest Expense	$	-
Administrative Fees	$	18,800
Institutional Memberships	$	47,643
TOTAL OTHER EXPENSES	**$**	**543,000**
CONTRACTED SERVICES		
Information Technology	$	157,565
Maintenance	$	10,000
Support Staff	$	-
Transportation Services	$	110,500
Specialized Service Providers	$	143,935
Printing	$	8,000
TOTAL CONTRACTED SERVICES	**$**	**430,000**
INSURANCE		
Insurance	$	87,000
TOTAL INSURANCE	**$**	**87,000**
TRAVEL		
Staff	$	50,000
TOTAL TRAVEL	**$**	**50,000**
MAINTENANCE & REPAIRS		
Maintenance & Repairs	$	82,000
TOTAL MAINTENANCE & REPAIRS	**$**	**82,000**
MARKETING		
Ad - Billboards	$	72,000
Ad - Marketing & Promotional Materials	$	12,700
Ad - Newspaper	$	15,000
Ad - Online/Internet (Non Social Media)	$	34,600
Ad - Radio	$	5,000
Ad - Social Media	$	10,000
Ad - Television	$	60,000
Audio & Visual Production	$	30,000
Brochures & Catalogs	$	1,950
Direct Mailers	$	2,500
Marketing - Sponsorships	$	130,000
Marketing Items - Facilities	$	20,000
Swag/Giveaways	$	5,850
Website Design/Hosting	$	65,400
TOTAL MARKETING	**$**	**465,000**
Contingency	$	50,000
Reserves	$	500,000
Other	$	-
TOTAL OTHER EXPENSES	**$**	**2,207,000**
NON-LEASED EQUIPMENT AND NON-LEASED SOFTWARE		
NON-LEASED EQUIPMENT		
Equipment - Instructional	$	-
Equipment - IT	$	14,000
Equipment - Other	$	2,000
Furniture and Fixtures	$	-
TOTAL NON-LEASED EQUIPMENT	**$**	**16,000**
SOFTWARE SUBSCRIPTIONS ANNUAL		
SOFTWARE SUBSCRIPTIONS ANNUAL	$	907,000

Erie County Community College
FY 2026-27 Detailed Budget - Tentative

		Tentative Budget FY27
TOTAL SOFTWARE SUBSCRIPTIONS ANNUAL	**$**	**907,000**
TOTAL NON-LEASED EQUIPMENT AND NON-LEASED SOFTWARE	**$**	**923,000**
LEASED FACILITIES EQUIPMENT AND SOFTWARE		
LEASED EQUIPMENT		
IT Equipment	$	245,538
Copiers/Printers/MFDs	$	10,662
Other Equipment	$	-
TOTAL LEASED EQUIPMENT	**$**	**256,200**
LEASED SOFTWARE		
Leased Software	$	-
TOTAL LEASED SOFTWARE	**$**	**-**
FACILITES		
Leased Facilities	$	790,800
TOTAL LEASED FACILITIES	**$**	**790,800**
TOTAL LEASED FACILITIES EQUIPMENT & SOFTWARE	**$**	**1,047,000**
FACILITY EXPENSES		
Utilities		
Electric	$	55,210
Fiber Optic Internet & Phone Service	$	27,000
Gas	$	30,000
Phone	$	4,000
Water & Sewer	$	9,000
Contracted Services - Facilities		
Security	$	-
Cleaning	$	48,540
Waste Removal	$	3,000
Snow Removal	$	25,000
Landscaping	$	19,000
Facilities Other		
Fuel/Gasoline	$	1,000
Vehicle Maintenance	$	750
Custodial Supplies	$	17,500
TOTAL FACILITY EXPENSES	**$**	**240,000**
CAPITAL PURCHASES		
Capital Purchases	$	2,125,000
TOTAL CAPITAL PURCHASES	**$**	**2,125,000**
STUDENT AID		
Pioneer Scholarships	$	339,360
TOTAL STUDENT AID	**$**	**339,360**
TOTAL EXPENSES	**$**	**11,763,360**
SURPLUS (SHORTFALL)	**$**	**(0)**

Resolution to Approve Tuition and Enrollment/Course Fees
for the 2026-2027 Academic Year as Presented

Information

Below are the proposed tuition and enrollment/course fees for the 2026-2027 academic year. Since the college's establishment, tuition and enrollment/course fees have remained unchanged. The proposed rates aim to align with current economic conditions and ensure the institution's financial sustainability while maintaining affordability for students.

Tuition and Enrollment/Course Fees		
Tuition/Fee Type	**FY26**	**FY27**
Tuition - Erie County Resident (per credit)	$160	$160
Tuition - Out of Erie County, In-State of PA (per credit)	$320	$320
Tuition - Non-PA Resident (per credit)	$480	$480
College Fee (per credit)	$15	$15
Technology Fee (per credit)	$10	$10
New Student Fee	$40	$40
Course Fees	Various	Various
Lab Fees	Various	Various
Digital Text and Materials Fee	Various	Various

Recommendation

The Finance Committee requests that the Board of Trustees moves to approve the tuition and enrollment/course fee rates for the 2026-2027 academic year as presented.

Resolution to Approve a Contract with Alchemy in the Amount of $81,565
for the Deployment of Basic Workday Financial Aid Functionality and Portico Integrations

Information
Alchemy is the implementation and support mechanism behind Workday. Consulting is necessary to make the application fully operational and functional for the College's needs.

The scope of this engagement is to implement minimal Workday Student Financial Aid functionality and the necessary Portico integrations to enable Erie Community College to perform core financial aid processing activities in Workday, including the exchange of required data between Workday, Portico, and upstream/downstream systems.

The contract of $81,585 includes the following objectives:

- Configure the foundational Workday Student Financial Aid setup required to support packaging and awarding.

- Implement and validate the integrations needed to exchange Financial Aid-related data between Workday and Portico.

- Support functional and integration testing through go-live readiness for the scoped capabilities.

- Provide knowledge transfer so Erie staff can operate and sustain the configured components and integration touchpoints.

- Align the limited cross-functional Workday Student configuration (Student Records, Academic Foundation, Advising, and Student Finance) to address dependencies and enable end-to-end processing.

Recommendation
It is recommended that the Board of Trustees moves to approve the contract with Alchemy in amount of $81,565 for the deployment of basic Workday Financial Aid functionality and Portico Integrations.

Erie County Community College

Board Report #26-20
May 27, 2026

Resolution to Approve a Contract with Tip Construction Inc. in the Amount of $59,000 For Carpentry Work Related to the West Campus North Stair Renovation

Information

The College publicly requested sealed bids to provide carpentry work related to the West Campus north stair renovation. The work generally consists of selective demolition, carpentry, door and frame replacement, wall infill, and finish restoration within an active academic facility.

The intent of this project is to upgrade stair towers access points, and modernize interior finishes while maintaining code compliance and consistency with existing campus standards.

There was a contractor site visit on April 22, 2026. The bids were received until May 6, 2026, at which time they were opened. Tip Construction Inc. was the lowest responsible and responsive bid or quote received at $59,000.

CONTRACT BIDS

		Company:	Tip Constuction	Bauer	M-E construction	Massaro	Bidder's name
		North Stair Renovations	**$59,000.00**	**$69,800.00**	**$88,500.00**	**$159,000.00**	**NO BID**
Incl.?	Alt.#	Alternate Description:					
n	1	Add to infill first floor opening and furnish hollow metal and wood doors	$ 12,000	$ 11,950	$ 26,000	$ 27,000	
n	2	Add to infill 1st floor opening to eliminate entry sidelights, doors and frame by others	$ 4,200	$ 1,900	$ 4,500	$ 10,000	
n							
n							
n							
	y - Denotes chosen alternates						
		BASE BID PLUS CHOSEN ALTERNATES:	**$59,000.00**	**$69,800.00**	**$88,500.00**	**$159,000.00**	**NO BID**
		$ ABOVE LOW BID WITH CHOSEN ALTERNATES:	$0.00	$10,800.00	$29,500.00	$100,000.00	
			1	0	0	0	0
			Low Bid with Chosen Alternates:		**$59,000.00**		
			Low Bidder:		*Tip Constuction*		

Recommendation

It is recommended that the Board of Trustees moves to approve the contract with Tip Construction Inc. in the amount of $59,000 to provide carpentry work related to the West Campus north stair renovation.

Resolution to Approve a Contract with Corporate Glass in the Amount of $118,805
for Glazing Work Related to the West Campus North Stair Renovation

Information
The College publicly requested sealed bids to provide glazing work related to the West Campus north stair renovation. The work includes replacement of the existing interior vestibule glazing and entry system and installation of a new fire-rated entry system to meet current fire rating code.

The intent of this project is to upgrade stair towers access points, and modernize interior finishes while maintaining code compliance and consistency with existing campus standards.

There was a contractor site visit on April 22, 2026. The bids were received until May 6, 2026, at which time they were opened. Corporate Glass was the lowest responsible and responsive bid or quote received at $118,805.

CONTRACT BIDS						
		Company:	Corporate	Schaal (DQ)	Bidder's name	Bidder's name
		North Stair Renovations	$79,855.00	$83,375.00	NO BID	NO BID
Incl.?	Alt.#	Alternate Description:				
y	1	Stair railing glazing and hardware	$ 38,950	$ 4,775		
n	2	Delete sidelights	$ 61,855	$ 59,545		
n						
n						
n						
	y - Denotes chosen alternates					
		BASE BID PLUS CHOSEN ALTERNATES:	$118,805.00	$88,150.00	NO BID	NO BID
		$ ABOVE LOW BID WITH CHOSEN ALTERNATES:	$0.00	($30,655.00)		
			1		0	0
			Low Bid with Chosen Alternates:		$118,805.00	
			Low Bidder:		Corporate	

Recommendation
It is recommended that the Board of Trustees moves to approve the contract with Corporate Glass in the amount of $118,805 to provide glazing work related to the West Campus north stair renovation.

Resolution to Approve a Contract with Erie Contract Interiors, Inc. in the Amount of $66,593 for Flooring Demolition and Installation Related to the West Campus North Stair Renovation

Information

The College publicly requested sealed bids to provide flooring work related to the West Campus north stair renovation. The work includes demolition and replacement of existing carpet and stair finishes and associated floor preparation and grinding as required. The work also includes minor flooring repairs associated with door and frame replacements.

The intent of this project is to upgrade stair towers access points, and modernize interior finishes while maintaining code compliance and consistency with existing campus standards.

There was a contractor site visit on April 22, 2026. The bids were received until May 6, 2026, at which time they were opened. Erie Contract Interiors, Inc. was the lowest responsible and responsive bid or quote received at $66,593.

CONTRACT BIDS

Incl.?	Alt.#	Company:	Erie Contract Interiors	Bidder's name	Bidder's name	Bidder's name
		North Stair Renovations	**$58,658.00**	**NO BID**	**NO BID**	**NO BID**
		Alternate Description:				
n	1	Option 1 Bid: For all work as indicated, the sum of (prem)	$ 58,658			
n	2	Option 1 Bid: For all work as indicated, the sum of (basic)	$ 39,236			
y	3	Unit Price 1: Floor grinding at 1st floor	$ 2,645			
y	4	Unit Price 2: Floor grinding at treads and landings where tile was removed	$ 2,645			
y	5	Unit Price 3: Floor grinding at treads and landings abated	$ 2,645			
n						
n						
n						
	y - Denotes chosen alternates					
		BASE BID PLUS CHOSEN ALTERNATES:	**$66,593.00**	**NO BID**	**NO BID**	**NO BID**
		$ ABOVE LOW BID WITH CHOSEN ALTERNATES:	$0.00			
			1	0	0	0
				Low Bid with Chosen Alternates:	**$66,593.00**	
				Low Bidder:	*Erie Contract Interiors*	

Recommendation

It is recommended that the Board of Trustees moves to approve the contract with Erie Contract Interiors, Inc. in the amount of $66,593 to provide flooring demolition and installation related to the West Campus north stair renovation.

Resolution to Approve a Contract with Keystone Electric Construction Co.
in the Amount of $37,032 to Provide Electrical Lighting Upgrades at EC3 Summit

Information
The College publicly requested sealed bids for the EC3 Summit location Electrical Lighting Upgrade project. The project consists of furnishing all labor, materials, equipment, and supervision necessary to remove existing lighting systems and install new LED lighting fixtures throughout designated areas.

There was a contractor site visit on April 22, 2026. The bids were received until May 5, 2026, at which time they were opened. Keystone Electric Construction Co. was the lowest responsible and responsive bid or quote received at $37,032.

CONTRACT BIDS

		Company:	Keystone Electric	Lathrop Electric	WM. T. Spaeder Co.	LP Electric	Newco Electric
			$11,930.00	**$14,165.00**	**$14,800.00**	**$18,055.00**	**$18,500.00**
Incl.?	Alt.#	Alternate Description:					
y	1	Add for High Bay Lighting in Welding LAB	$ 4,892	$ 7,555	$ 7,800	$ 7,790.00	$ 8,200.00
y	2	Add for Corridor and Student Activites Area Lighting	$ 13,780	$ 18,800	$ 16,900	$ 18,325.00	$ 19,800.00
y	3	Add for Office Space on 1st floor	$ 6,430	$ 6,430	$ 5,300	$ 8,600.00	$ 7,600.00
n							
n							
n							
	y - Denotes chosen alternates						
		BASE BID PLUS CHOSEN ALTERNATES:	**$37,032.00**	**$46,950.00**	**$44,800.00**	**$52,770.00**	**$54,100.00**
		$ ABOVE LOW BID WITH CHOSEN ALTERNATES:	$0.00	$9,918.00	$7,768.00	$15,738.00	$17,068.00
			1	0	0	0	0
				Low Bid with Chosen Alternates:	**$37,032.00**		
				Low Bidder:	*Keystone Electric*		

Recommendation
It is recommended that the Board of Trustees moves to approve the contract with Keystone Electric Construction Co. in the amount of $37,032 to provide electrical lighting upgrades at EC3 Summit.

Resolution to Approve the Purchase of a Monument Sign Including Installation, Electrical Upgrades, and Software for the West Campus from FASTSIGNS of Erie, PA in the Amount of $58,820

Information
EC3 has received a quote for the purchase of monument signage for the West Erie Campus location from FASTSIGNS of Erie, PA for $58,820. FASTSIGNS of Erie PA. is a COSTARS cooperative purchasing program supplier.

Recommendation
It is recommended that the Board of Trustees moves to approve the purchase of a monument sign including installation, electrical upgrades, and software for the West Campus from FASTSIGNS of Erie, PA in the amount of $58,820.

Resolution to Ratify the President's Approval of Construction Change Orders with Consult and Board Chairperson Approval in the Amount Not to Exceed $35,000 on April 13, 2026

Information

A change order to purchase, delivery, associated electrical work, and installation of a booster pump for the second and third floor bathrooms came forth in April that met the threshold for Board approval.

The bathrooms were inoperable due to a water pressure issue realized only after opening the first-floor bathroom. The bathrooms were constructed in full accordance with the approved plans and specifications, and the issue could not have been reasonably anticipated. Following evaluation, the project engineer recommended the installation of additional booster pumps as the appropriate permanent solution.

$21,251.80 – Scobell Company Inc., a COSTARS approved vendor

A portion of Policy VI.A.4: Purchases and Contracts Requiring Board Authorization was invoked due to the implications a delay would have had on the overall project timeline- "*If a postponement in approving a change order would seriously delay an essential project, then the President may authorize proceeding with the change order, after consulting with and receiving approval from the Chair of the Board, with the understanding that the modified contract will be presented to the Board at its next scheduled meeting*."

The change order was approved by Chairperson Dr. Victor and President Gray sent an email to the full board with the information on April 13, 2026. See the email documentation following this report.

Recommendation

It is recommended that the Board of Trustees moves to ratify the President's approval of construction change orders with consult and board chairperson approval in the amount not to exceed $35,000 on April 13, 2026 per Board Policy VI.A.4: Purchases Requiring Board Authorization.

Outlook

Change order to solve inoperable restrooms on floors 2 and 3

From Christopher Gray <cgray@ec3pa.org>
Date Mon 4/13/2026 4:18 PM
To Michael Victor <MVictor@ec3pa.org>; Cheryl Rush Dix <crushdix@ec3pa.org>; Kurt Hersch <khersch@ec3pa.org>; David Rubino <drubino@ec3pa.org>; Geoffrey Groce <ggroce@ec3pa.org>; Robert Merrill <rmerrill@ec3pa.org>; Ejay Fyke <efyke@ec3pa.org>
Cc Frank Moore <FMoore@ec3pa.org>; Renee Triana <rtriana@ec3pa.org>

Colleagues,

I am writing to notify the you that, pursuant to Board Policy VI.A.4, I have authorized a change order related to a facilities contract for the purchase and installation of booster pumps (bathrooms on floors two and three are inoperable given a water pressure issue realized after opening the first-floor bathroom)).

Board Policy VI.A.4 provides that when a change order to a contract for professional or other services would otherwise require Board approval due to contract value, and postponement would seriously delay an essential project, the President may authorize the change order after consultation with and approval from the Chair of the Board, with the understanding that the modified contract will be presented to the Board at its next regular meeting.

In accordance with this policy, and after consultation with and approval from Board Chair Dr. Victor, I have authorized a change order with Scobell, a COSTARS-approved vendor, for the purchase and installation of booster pumps. The total cost of this change order is not to exceed $35,000**.**

Consistent with Board policy, this item will be placed on the agenda for the next regular Board meeting for formal presentation and ratification.

For context, the College has identified a significant water pressure issue affecting the second- and third-floor bathrooms, resulting in inconsistent toilet flushing and limited functionality. The bathrooms were constructed in full accordance with the approved plans and specifications, and the issue could not have been reasonably anticipated. Following evaluation, the project engineer recommended the installation of additional booster pumps as the appropriate permanent solution.

The total cost for the pumps, delivery, installation, and associated electrical work is not to exceed $35,000. This is higher than the $20,000 threshold that triggers board approval. However, Scobell is a local COSTARS-approved plumber with whom EC3 has previously worked which allows us to waive the bidding process as they are COSTARS. Scobell has located pumps and will shut down the West campus Friday and Saturday to install.

Please do not hesitate to reach out if you have any questions or would like additional information prior to that time.

Chris

Resolution to Authorize the Submission of EC3's Self Study Report to the Middle States Commission on Higher Education for Initial Accreditation

Information

Erie County Community College is engaged in the accreditation review cycle with the Middle States Commission on Higher Education (MSCHE). As part of this process, the College has conducted comprehensive, institution-wide self-study evaluating compliance with MSCHE Standards for Accreditation and Requirements of Affiliation.

The self-study process has involved faculty, staff, administrators, and trustees and reflects a thorough analysis of institutional effectiveness, student success, governance, planning, and resource allocation.

The Self-Study Report:

- Assesses the College's compliance with MSCHE's seven accreditation standards
- Identifies institutional strengths and areas for improvement
- Aligns findings with the College's strategic priorities and mission
- Incorporates broad-based institutional participation and review

The report has been reviewed through the College's shared governance processes and approved by the administration.

Recommendation

It is recommended that the Board of Trustees moves to affirm the submission of EC3's Self Study Report to the Middle States Commission on Higher Education for initial accreditation.

Resolution to Implement the “Plan Let’s Go!” Version 2027 as Presented

Information
The College plans to initiate “Plan Let’s Go!” Version 2027 as we expect Title IV funding in the very near future. The implementation is contingent upon Title IV approval.

Recommendation
It is recommended that the Board of Trustees moves to implement “Plan Let’s Go!” Version 2027 as presented.

Erie County Community College

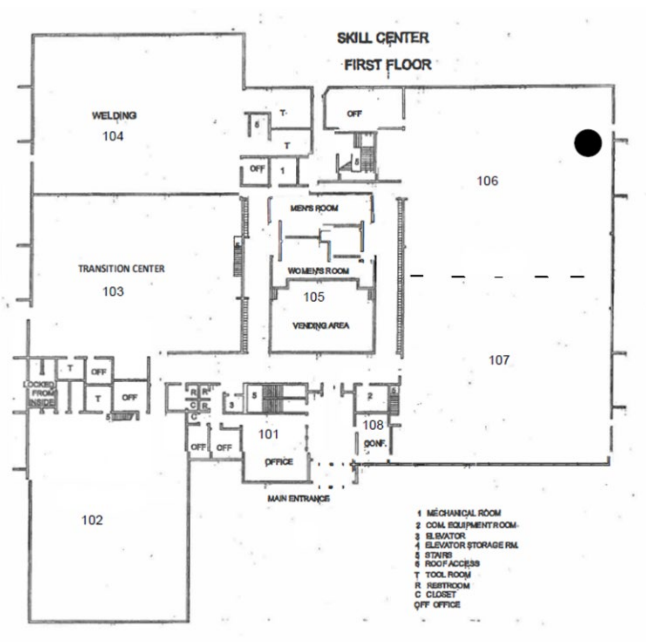
Board Report #26-28
May 27, 2026

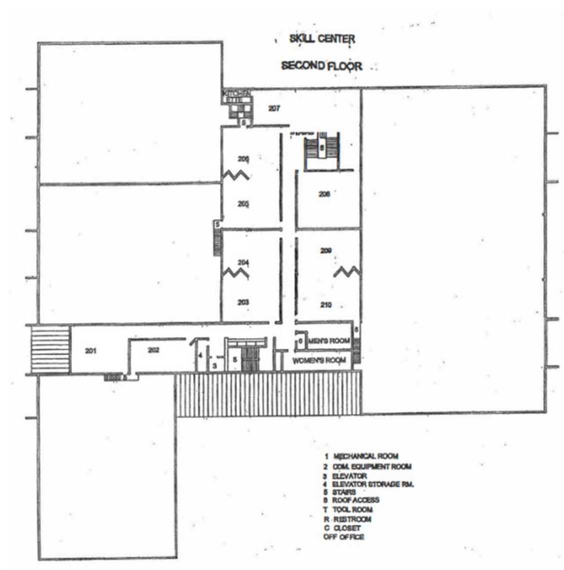
Resolution to Renew Sublease with Northwest Tri-County Intermediate Unit (IU5) for a Portion of Erie County Community College's Leased Premise from July 1, 2026 to June 30, 2027 for $1.00

Information

EC3 is seeking approval to renew the sublease agreement with Northwest Tri-County Intermediate Unit (IU5) from July 1, 2026-June 30, 2027, for $1.00. The lease has an automatic renewal option each year for one additional year until and unless either party gives sixty (60) days written notice prior to the end of the then effective term.

This includes a portion of EC3's leased space from Erie County Technical School's Skill Center location for the purpose of facilitating the Regional Choice Initiative (dual enrollment) and includes classrooms 203, 204 and 207, as well as all common areas, including, but not limited to, corridors, lobbies, stairways, vestibule, rest rooms and student activity rooms.   The scheduling of the classrooms and any student activity rooms shall be done through common agreement between EC3 and IU5.





Recommendation

It is recommended that the Board of Trustees moves to approve the renewal of the sublease with Northwest Tri-County Intermediate Unit (IU5) for a Portion of Erie County Community College's leased premise for the purpose of facilitating the Regional Choice Initiative (Dual Enrollment) as presented.

Resolution to Approve the Lease Agreement on File in the President's Office

Information
Trustees are asked to review a confidential lease on file in the President's Office for approval; the action taken will be reflected in the meeting minutes.

Recommendation
It is recommended that the Board of Trustees moves to approve the lease on file in the President's office as presented.

Board of Trustees Meeting Minutes
Regular Monthly Meeting
March 25, 2026 | 5:00 pm | 2403 W. 8th Street, Erie West, Founder's Rm 307A
Zoom Meeting ID: 864 7949 2792
Zoom Passcode: 113651

1. **Call to Order at 5:00pm**
2. **Roll Call**

Trustee	Roll Call
Secretary Ejay Fyke	Not Present
Geoffrey Groce	Y
Kurt Hersch	Y
Robert Merrill	Y
Msg. David Rubino	Y
Vice Chairperson Cheryl Rush Dix	Y via Zoom @ 5:01pm
Chairperson Dr. Michael Victor	Y via Zoom

With a quorum confirmed, the Trustees proceeded with the agenda.

College Employees/Other Attendees (7)
Founding President Chris Gray Ph.D.; Executive Assistant Renée Triana; Executive Vice President Guy Goodman; CFO Frank Moore via Zoom; Executive Director of External Relations & Strategy Shawn Waskiewicz; HR Director Bridget Daugherty; and Solicitor Tim Wachter.

3. **Approval of January 28, 2026, Regular Meeting Minutes**

Motion 1	Resolution to Approve the January 28, 2026, Regular Meeting Minutes

There was no discussion

Trustee	Motion 1	Vote
Secretary Ejay Fyke		Not Present
Geoffrey Groce	1	Y
Kurt Hersch		Y
Robert Merrill	2	Y
Msg. David Rubino		Y
Vice Chairperson Cheryl Rush Dix		Y
Chairperson Dr. Michael Victor		Y

Resolution to approve the January 28, 2026 regular and annual meeting minutes was approved unanimously via voice vote.

4. **Public Participation** -None

5. **Communication**

   A. **President's Report**

   Chris Gray, Ph.D.

   Dr. Gray noted his Mission Moment included Dr. Keri Bowman and Andrea Campbell helping EC3's PTK "All PA Academic" student with his wardrobe for the PACCC Annual conference. The EC3 Foundation ended up providing funds to purchase items at Sassy Peacock. The staff and the Foundation's care for students is what EC3 is all about. He also reported that the MSCHE Self Study visit dates had been determined.

   B. **Ad Hoc Committees and Advisory Groups**

   1. Foundation-President's Advisory Group

   Trustee Ejay Fyke, Board Represent

   a. Report-Trustee Fyke was not present at the meeting. Dr. Gray reported on the success of the Women Leaders Shaping Erie event. And asked that the Trustees hold the date for the ERCGP Business After hours event on April 23rd that will celebrate the official opening of the Center for Health Sciences.

   C. **Chairperson of the Board**

   Chairperson Michael Victor, J.D., LL.D.

   Chairperson Dr. Victor thanked the Trustees for reviewing the drafts of their charters and submitting ideal attributes of future Board members. He also informed the Board that a new Trustee, Angela McNair, had been approved through county council and that the College was awaiting the official notice of her appointment.

   D. **Other**-There were no other reports.

6. Presentation- Review of Key Performance Indicator Outcomes and Operational Plan Updates

   Guy Goodman, Executive Vice President of Academics and Student Affairs

   EVP Goodman presented an updated KPI presentation **(Exhibit A)** and noted that what EC3 is doing is working from an academic and service perspective. He also reported the progress of the Operational Plan in relation to the President's 2025-2026 goals. He confirmed that he and Dr. Bowman had been meeting with Portico Campus Ivy and they were ready to implement Workday into the Federal Financial Aid System they are building. He also confirmed that EC3 will have staff on hand to guide students, but that Portico can offer remote directorship of the program.

7. Standing Committee Reports and New Business

   A. **Academic Committee**

   Vice Chairperson Cheryl Rush Dix

   1. Report- Vice Chairperson Rush Dix reviewed the March 11th meeting minutes with the Trustees and noted the two policy changes that were coming forward.

   2. New Business

   a. **Motion 2**-Approval of Items 2 and 3.

Item 2	Resolution to Amend Policy V.A.3 Assessment and Testing [Board Report #26-08]

Item 3	Resolution to Reaffirm Policy V.B.2 Waiver of Tuition and Mandatory Fees for Students Who Have Been in Foster Care [Board Report #26-09]

There was no discussion.

Trustee	Motion 2 Items 2-3	Vote
Secretary Ejay Fyke		Not Present
Geoffrey Groce		Y
Kurt Hersch	1	Y
Robert Merrill		Y
Msg. David Rubino	2	Y
Vice Chairperson Cheryl Rush Dix		Y
Chairperson Dr. Michael Victor		Y

Resolution to approve Item 1- the amendment of Policy V.A.3 Assessment and Testing; Item 2-the reaffirmation of Policy V.B.2 Waiver of Tuition and Mandatory Fees for Students Who Have Been in Foster Care were approved unanimously via voice vote.

B. **Personnel Committee**

Trustee Robert Merrill

1. **Report**- Trustee Merrill reported that the Personnel Committee did not meet but had two items to report. First, the Presidential Evaluation process was beginning for 2025-2026 and that the rating forms would be emailed to them at the end of April.

   Secondly, he referred to HR Director Daugherty to report on the findings from the most recent PACE Survey **(Exhibit B).** The first survey was done in 2023, and the most recent survey was conducted in the fall of 2025 at a cost of $7,000. The Executive Summary **(Exhibit C)** was available to the Trustees for review.

2. **New Business**-No Action Items

C. **Finance Committee Report**

Trustee Kurt Hersch

1. **Report-** Trustee Hersch reported that the committee met March 16th. He reviewed the financials and variances with the trustees and there were no questions. He provided information for the motions coming forward (see below).
   a. February YTD Budget Summary 2025-2026
   b. February 2026 Bank Reconciliation
2. **New Business**
   a. **Motion 3**-Approval Items 4, 5, and 6.

Item 4	Resolution to Approve the Contract with Workday Inc. from April 30, 2026 to April 29, 2036 in the Amount of $6,863,980 [Board Report #26-10]

Item 5	Resolution to Approve the Renewal Contract with DLT Solutions, LLC. for Anthology/Blackboard Inc. from June 1, 2026 to May 31, 2029 in the Amount of $117.031.75 [Board Report #26-11]

Item 6	Resolution to Approve the Contract Renewal for the Connection Financial Services from April 1, 2026 to May 31, 2029 in an Amount Not to Exceed $625,000 [Board Report #26-12]

Trustee Hersch explained that the Workday contract has been renewed for ten years due to CFO Moore negotiating a flat rate without inflation. He also clarified that the computer equipment lease with Connection Financial Services was connected to a PDE project submission and therefore the cost cannot exceed $625,000 over three years unless a new project is submitted to PDE for approval. Dr. Gray feels the amount is sufficient for the College's needs as the prior leased computers are bought back from the College for $1.

Trustee	Motion 3 Items 4-6	Vote
Secretary Ejay Fyke		Not Present
Geoffrey Groce	2	Y
Kurt Hersch		Y
Robert Merrill		Y
Msg. David Rubino	1	Y
Vice Chairperson Cheryl Rush Dix		Y
Chairperson Dr. Michael Victor		Y

Resolution to approve Item 4- the contract with Workday Inc. from April 30, 2026 to April 29, 2036 for $6,863,980; Item 5- the renewal contract with DLT Solutions, LLC. for Anthology/Blackboard Inc. from June 1, 2026 to May 31, 2029 for $117.031.75; and Item 6- the contract renewal for the Connection Financial Services from April 1, 2026 to May 31, 2029 in an amount not to exceed $625,000 were approved unanimously via voice vote.

b. **Motion 4**-Approval of Items 7 and 8.

Item 7	Resolution to Approve the Purchase of an Anatomage Table from Anatomage Inc. in the Amount of $87,965 [Board Report #26-13]

Item 8	Resolution to Approve the Purchase of High-Fidelity Simulation Manikins and AV Technology from Guamard Scientific Company, Inc. in the Amount of $97,080 [Board Report #26-14]

Trustee Hersch clarified that the Anatomage Table wasn't a budgeted item in the approved budget, but the amount was being covered by EC3 Foundation donations. The Foundation has raised $55,000 for the table and is doing targeted fundraising for the additional amount. Trustee Hersch said that Item 8 was included in the approved budget and EVP Goodman confirmed the life expectancy for the Manikins is 10 to 15 years with annual updates. They have up to a 5 year warranty.

Trustee	Motion 4 Items 7-8	Vote
Secretary Ejay Fyke		Not Present
Geoffrey Groce		Y
Kurt Hersch		Y
Robert Merrill	1	Y
Msg. David Rubino	2	Y
Vice Chairperson Cheryl Rush Dix		Y
Chairperson Dr. Michael Victor		Y

Resolution to approve Item 7- the purchase of an Anatomage Table from Anatomage Inc. for $87,965; and Item 8- the purchase of High-Fidelity Simulation Manikins and AV Technology from Guamard Scientific Company, Inc. for were approved unanimously via voice vote.

c. **Motion 5**-Approval of Items 9 and 10.

Item 9	Resolution to Approve the Substitution of West Campus Roof Project with West Campus Renovation of the Front Lobby Area for FY 2026 PDE Capital Program [Board Report #26-15]

Item 10	Resolution to Approve the Submission of Projects for FY 2027 to PDE Including Summit Location Classrooms and Facility Upgrades and West Campus Classrooms and Facility Improvements in the Amounts of $1,200,000 and $600,000 Respectively [Board Report #26-16]

Trustee Hersch explained that the first FY2026 PDE Submission for the roof project ended up being covered by RACP funds, therefore a project substitution for the front stairwell has been submitted to achieve a uniform look with the rest of the building updates. The PDE FY2027 submissions puts the College into the project queue.

Trustee	Motion 5 Items 9-10	Vote
Secretary Ejay Fyke		Not Present
Geoffrey Groce		Y
Kurt Hersch		Y
Robert Merrill		Y
Msg. David Rubino	1	Y
Vice Chairperson Cheryl Rush Dix	2	Y
Chairperson Dr. Michael Victor		Y

Resolution to approve Item 9-the substitution of West Campus Roof Project with West Campus Renovation of the Front Lobby Area for FY 2026 PDE Capital Program; Item 10- the submission of projects for FY 2027 to PDE Including Summit Location Classrooms and Facility Upgrades and West Campus Classrooms and Facility Improvements in the amounts of $1,200,000 and $600,000 respectively were approved unanimously via voice vote.

8. **Executive Session**-None

9. **Motion to Adjourn at 5:57pm**

Trustee	Motion 6	Vote
Secretary Ejay Fyke		Not Present
Geoffrey Groce		Y
Kurt Hersch	1	Y
Robert Merrill	2	Y
Msg. David Rubino		Y
Vice Chairperson Cheryl Rush Dix		Y
Chairperson Dr. Michael Victor		Y

Motion to adjourn the meeting at 5:57pm was approved unanimously via voice vote.

Next Regular Meeting is May 27, 2026 at 5:00PM