ERIE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES

Wednesday, July 28th, 2021
1128th State Street, Suite 300, 3rd Floor, Large Conference Room
5:00 p.m. – **VIRTUAL** (Via ZOOM) Board Meeting
https://us02web.zoom.us/j/86854805316?pwd=TDhNdXpOdzdoZm04cmtIK2RBbm95UT09
Meeting ID: 868 5480 5316

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1.   Call to Order

2.   Roll Call

3.   Pledge of Allegiance

4.   Approval of Special Meeting Minutes of:
     (a)   June 28, 2021
     (b)   July 8, 2021

5.   Hearing of the Public

6.   Remarks of County Council Liaison

7.   Announcements from the Board

     (a)   Welcome to Dr. Christopher Gray, the Founding President of
           Erie County Community College of Pennsylvania.

8.   Standing Committee Reports

     (a)   Report of the Academic Committee

     (b)   Report of the Personnel Committee

     (c)   Report of the Finance Committee

9.   Report of Ad Hoc Committee on Community Advisors

10. Report of the Chairman of the Board

11. Report of the President

New Business:

12. Motion to approve the Board of Trustees schedule of regular board
     meetings for fiscal year 2021 – 2022
     (a) Schedule of Board Meetings to be held at 1128 State Street,
          Suite 300, 3rd Floor, Large Conference Room at 5:00 p.m. –
          <u>VIRTUAL</u> Via ZOOM available on the Website

i.	Regular Board Meeting on Wednesday, August 25, 2021, at 5:00 PM
ii.	Regular Board Meeting on Wednesday, September 22, 2021, at 5:00 PM
iii.	Regular Board Meeting on Wednesday, October 27, 2021, at 5:00 PM
iv.	Regular Board Meeting on Wednesday, November 17, 2021, at 5:00 PM
v.	Regular Board Meeting on Wednesday, December 15, 2021, at 5:00 PM
vi.	Regular Board Meeting on Wednesday, January 26, 2022, at 5:00 PM
vii.	Regular Board Meeting on Wednesday, February 23, 2022, at 5:00 PM
viii.	Regular Board Meeting on Wednesday, March 23, at 5:00 PM
ix.	Regular Board Meeting on Wednesday, April 27, at 5:00 PM
x.	Regular Board Meeting on Wednesday, May 25, at 5:00 PM
xi.	Regular Board Meeting on Wednesday, June 22, at 5:00 PM

13. Motion to approve the Board Development Plan for the Erie County Community College of PA Board of Trustees for fiscal year 2021 - 2022

      a. To administer a Board of Trustees survey to determine topics of interest

      b. To use the Middle State Association's Accreditation Standard VII on governance as a guide

      c. To undertake and set up a process for annual board self-assessment

      d. To undertake and set up a process that meets national standards to conduct the annual presidential evaluation

      e. To schedule two annual Board retreats (fall and summer) and incorporate into the annual Board Calendar

14. Motion to approve three Associate Degrees programs including the Associate of Arts in Liberal Studies, Associate of Applied Science in Information Technology Network Systems and Associate of Applied Business in Management and Entrepreneurial Thinking.

Associate of Arts in Liberal Studies

A. General Education Course Requirements - 10 courses from the following, including the two required courses below:

1. FYE 101 - First Year Experience (3 cr. hrs.) <u>Required</u>
2. ENG 101 - English Composition I (3 cr. hrs.) <u>Required</u>
3. One of the following: ENG 102 - English Composition 2 (3 cr. hrs.) or ENG 110 - Oral Communication (3 cr. hrs.)
4. Social & Behavioral Sciences - no more than one of the following:
   a. ECO 101 - Macroeconomics (3 cr. hrs.) or ECO 102 - Microeconomics (3 cr. hrs.)
   b. PSY 101 - Introduction to Psychology (3 cr. hrs.)
   c. SOC 101 - Introduction to Sociology (3 cr. hrs.)
   d. ANT 201 - Survey of Anthropology (3 cr. hrs.)
   e. POL 203 - Survey of American Politics (3 cr. hrs.)
5. Artistic Expression - no more than one of the following:
   a. MUS 101 - Introduction to Music (3 cr. hrs.)
   b. ART 101 - Art Appreciation (3 cr. hrs.)
   c. ENG 207 – Survey of Literature (3 cr. hrs.)
   d. ENG 201 - Poetry (3 cr. hrs.)
6. Cultural Awareness - no more than one of the following:
   a. HIS 122 - Modern History (3 cr. hrs.)

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b. PHL 111 – Religions of the World (3 cr. Hrs.)
    c. SOC 211 - Racial and Ethnic Minorities (3 cr. hrs.)
    d. POL 112 - Introduction to International Relations (3 cr. hrs.)
    e. MUS 114 - World Music (3 cr. hrs.)
7. Mathematics - no more than one of the following:
    a. MAT 102 - Mathematical Concepts (3 cr. hrs.)
    b. MAT 111 - College Algebra (3 cr. hrs.)
    c. MAT 202 - Introduction to Statistics (3 cr. hrs.)
8. Natural Science - no more than one of the following:
    a. BIO 101 - General Biology with Lab (4 cr. hrs.)
    b. GLG 220 - Environmental Geology with Lab (4 cr. hrs.)
9. Technology Skills
    a. CIS 100 -   Computer Applications and Concepts (3 cr. hrs.)
10. Ethics
    a. PHL 101 - Introduction to Philosophy (3 cr. hrs.)
    Sub-Total: 10 courses
B. Elective Requirements—10 courses selected from other General Education courses.
C.   Total Courses Required for the Associate of Arts in Liberal Studies: 20 Courses

Associate of Applied Science in Information Technology Network Systems:

B.   General Education Course Requirements - 10 courses from the following, including the two required courses below:
11. FYE 101 - First Year Experience (3 cr. hrs.) <u>Required</u>
12. ENG 101 - English Composition I (3 cr. hrs.) <u>Required</u>
13. One of the following: ENG 102 - English Composition 2 (3 cr. hrs.) or ENG 110 - Oral Communication (3 cr. hrs.)
14. Social & Behavioral Sciences - no more than one of the following:
    a. ECO 101 - Macroeconomics (3 cr. hrs.) or ECO 102 - Microeconomics (3 cr. hrs.)
    b. PSY 101 - Introduction to Psychology (3 cr. hrs.)
    c. SOC 101 - Introduction to Sociology (3 cr. hrs.)
    d. ANT 201 - Survey of Anthropology (3 cr. hrs.)
    e. POL 203 - Survey of American Politics (3 cr. hrs.)
15. Artistic Expression - no more than one of the following:
    a. MUS 101 - Introduction to Music (3 cr. hrs.)
    b. ART 101 - Art Appreciation (3 cr. hrs.)
    c. ENG 207 – Survey of Literature (3 cr. hrs.)
    d. ENG 201 - Poetry (3 cr. hrs.)
16. Cultural Awareness - no more than one of the following:
    a. HIS 122 - Modern History (3 cr. hrs.)
    b. PHL 111 – Religions of the World (3 cr. Hrs.)
    c. SOC 211 - Racial and Ethnic Minorities (3 cr. hrs.)
    d. POL 112 - Introduction to International Relations (3 cr. hrs.)
    e. MUS 114 - World Music (3 cr. hrs.)
17. Mathematics - no more than one of the following:
    a. MAT 102 - Mathematical Concepts (3 cr. hrs.)
    b. MAT 111 - College Algebra (3 cr. hrs.)

c. MAT 202 - Introduction to Statistics (3 cr. hrs.)
18. Natural Science - no more than one of the following:
    a. BIO 101 - General Biology with Lab (4 cr. hrs.)
    b. GLG 220 - Environmental Geology with Lab (4 cr. hrs.)
19. Technology Skills
    a. CIS 100 -   Computer Applications and Concepts (3 cr. hrs.)
20. Ethics
    a. PHL 101 - Introduction to Philosophy (3 cr. hrs.)
    Sub-Total: 10 courses required

B. Program Major Requirements – 8 courses from the following courses:
1. CIS 113 - IT Hardware Essentials and Support (3 cr. hrs.)
2. CIS 115 - Information Technology Fundamentals (3 cr. hrs.)
3. CIS 117 - Operating Systems Interfaces (3 cr. hrs.)
4. CIS 119 - Introduction to Programming - Python (4 cr. hrs.)
5. CIS 120 - Network Integration and Management (3 cr. hrs.)
6. CIS 185 - Introduction to Network Security (3 cr. hrs.)
7. CIS 215 - Database Design and Application Development (3 cr. hrs.)
8. CIS 220 - Systems Development (3 cr. hrs.)
9. CIS 250 - Internet/Intranet Networking (3 cr. hrs.)
    Sub-Total: 8 courses required

C. Electives – 2 courses (6 cr. hrs.) from the course schedule, as approved by the program advisor.

D. Total Courses Required for the Associate of Applied Science in Information Technology Network Systems: 20 Courses

Associate of Applied Business in Management and Entrepreneurial Thinking

C.   General Education Course Requirements - 10 courses from the following, including the two required courses below:

21. FYE 101 - First Year Experience (3 cr. hrs.) <u>Required</u>
22. ENG 101 - English Composition I (3 cr. hrs.) <u>Required</u>
23. One of the following: ENG 102 - English Composition 2 (3 cr. hrs.) or ENG 110 - Oral Communication (3 cr. hrs.)
24. Social & Behavioral Sciences - no more than one of the following:
    a. ECO 101 - Macroeconomics (3 cr. hrs.) or ECO 102 - Microeconomics (3 cr. hrs.)
    b. PSY 101 - Introduction to Psychology (3 cr. hrs.)
    c. SOC 101 - Introduction to Sociology (3 cr. hrs.)
    d. ANT 201 - Survey of Anthropology (3 cr. hrs.)
    e. POL 203 - Survey of American Politics (3 cr. hrs.)
25. Artistic Expression - no more than one of the following:
    a. MUS 101 - Introduction to Music (3 cr. hrs.)
    b. ART 101 - Art Appreciation (3 cr. hrs.)
    c. ENG 207 – Survey of Literature (3 cr. hrs.)
    d. ENG 201 - Poetry (3 cr. hrs.)
26. Cultural Awareness - no more than one of the following:
    a. HIS 122 - Modern History (3 cr. hrs.)
    b. PHL 111 – Religions of the World (3 cr. Hrs.)

c. SOC 211 - Racial and Ethnic Minorities (3 cr. hrs.)
d. POL 112 - Introduction to International Relations (3 cr. hrs.)
e. MUS 114 - World Music (3 cr. hrs.)
27. Mathematics - no more than one of the following:
a. MAT 102 - Mathematical Concepts (3 cr. hrs.)
b. MAT 111 - College Algebra (3 cr. hrs.)
c. MAT 202 - Introduction to Statistics (3 cr. hrs.)
28. Natural Science - no more than one of the following:
a. BIO 101 - General Biology with Lab (4 cr. hrs.)
b. GLG 220 - Environmental Geology with Lab (4 cr. hrs.)
29. Technology Skills
a. CIS 100 -   Computer Applications and Concepts (3 cr. hrs.)
30. Ethics
a. PHL 101 - Introduction to Philosophy (3 cr. hrs.)
Sub-Total: 10 courses required

B.   Program Major Requirements – 8 courses from the following courses:
10. ACC 111 – Business Accounting (3 cr. hrs.)
11. ACC 150 – The Legal Environment of Business (3 cr. hrs.)
12. BUS 101 – Introduction to Business Administration (3 cr. hrs.)
13. BUS 103 – Principles of Management (3 cr. hrs.)
14. BUS 130 – Business Communications (3 cr. hrs.)
15. ENT 110 - Fundamentals of Entrepreneurship
16. ENT 120 – Entrepreneurial Marketing (3 cr. hrs.)
17. ENT 130 - Entrepreneurial Finance Intelligence (3 cr. hrs.)
18. ENT 140 – Business Plan Development for the Entrepreneur (3 cr. hrs.)

Sub-Total: 8 courses required

C. Electives – 2 courses (6 cr. hrs.) from the course schedule, as approved by the program advisor.

D. Total Courses Required for the Associate of Applied Business in Management and Entrepreneurial Thinking: 20 Courses

15. Motion to approve, pursuant to policies previously adopted by the Board of Trustees of the Community College of Erie County (the "College"), Dr. Judith Gay, Interim President of the College, is hereby removed as signatory on all accounts of the College held at Marquette Savings Bank and First National Bank

16. Motion to approve Dr. Christopher Gray, President of the College, is hereby added as authorized signatories on all accounts held at Marquette Savings Bank and First National Bank and granted signing and borrowing authority with respect to all such accounts and credit cards in accordance with and subject to the limitations of policies previously adopted by the Board of Trustees of the

College, and that he as such officer is hereby authorized and directed to execute such additional documents and to take all actions as may be required by the Bank to carry out the purposes of this resolution.

17. Motion to approve expansion of lease contract with Erie Regional Chamber and Growth Partnership to include added office space and meeting space as needed.

18. Motion to approve charges to students for immediate implementation:

- Returned Payment Fee - $25
- Late Registration Fee - $15
- ID Replacement Fee - $5
- Transcript Fee - $5
- Tuition Payment Plan Fee - $35
- Tuition Payment Plan Late Fee - $25

BOARD WILL RECESS INTO EXECUTIVE SESSION FOR PURPOSES OF PERSONNEL AND REAL ESTATE. WILL RETURN TO OPEN SESSION FOLLOWING EXECUTIVE SESSION.

19. New Business to Come Before the Board

Motion to Adjourn.