

Minutes for Meeting Book - April 27, 2022 Regular Meeting

04/27/2022 | 05:00 PM - (GMT-05:00) Eastern Time (US & Canada)

Gannon ETI Building

College/Other Attendees (8)

President Dr. Chris Gray, Assistant to the President Renee Triana, Treasurer Heidi Sheehan, Vice President Bill Jeffress, Vice President Guy Goodman, Dean Keri Bowman, Dean Rebecca Walker, Director of HR Luisa Heifner

Call to Order

Time: 5:00pm

Roll Call

Trustee	Roll Call
Tom Benson	Y
Justin Gallagher	Via Zoom, left at 5:43pm, returned Via Phone 6:00pm
Dave Mitchell	Y
Rev. Dr. Charles Mock	Not Present
Vice Chairperson Cheryl Rush Dix	Y
Kathryn Sintal	Y
Secretary Christina Vogel	Y
Dr. Annette Wagner	Y
Ron DiNicola	Y

Pledge of Allegiance

Approval of Regular Meeting Minutes March 23, 2022 (pg. 4-37)

Trustee	Motion 1	Vote
Tom Benson		Y
Justin Gallagher		Y
Dave Mitchell	1	Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Cheryl Rush Dix	2	Y
Kathryn Sintal		Y
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

Public Participation

None

Communication

A. President-Dr. Gray noted that the Erie Community Foundation is in partnership with the Federal Reserve Bank of Philadelphia presenting a “Reinventing Our Communities Cohort Program” covering Equitable Workforce Recovery. Many local leaders are participating in this program which is a yearlong process. The Board should expect updates in the future. Dr. Gray also mentioned he is attending the AACC Conference in New York City this weekend and will be meeting with AACC President, Dr. Walter Bumphus, to engage in dialog with Dr. Gray as a new President. Dr. Gray also indicated that he was invited to participate on a panel for the State Board of Higher Education about innovations and redesigns in postsecondary education in the Commonwealth. Dr. Gray pointed out the Summer Enrollment Statistics pointing out summer enrollment is usually 1/10th of fall enrollment and the College is exceeding that. Dr. Gray will be traveling to sign an articulation agreement with Robert Morris University. He also thanked Dean Keri Bowman for her work in negotiating these agreements and confirmed that there are more agreements in the works and that these would be shared with the media when they happen. Dr. Gray also recognized Vice President Guy Goodman and Dean Rebecca Walker who have met with local high schools to develop and implement a dual degree model. This model, while different than dual enrollment, would allow a junior and senior high school student to take college and high school courses simultaneously and receive an associate degree shortly after their high school graduation. More details will be forthcoming in the future.

B. Chairperson of the Board-Chairperson Ron DiNicola highlighted the College moving into a new period with the proposed Strategic Plan and with the new degree and certificates programs up for tonight's approval as significant and should be recognized.

C. Academic Committee-Vice Chairperson Cheryl Rush Dix reported that the committee met April 23, 2022 via Zoom and took an extensive look at the proposed degree and certificate programs on tonight's Board agenda. They also reviewed programs that are on the horizon to come before the Board next. The Academic Committee continues to follow Team Consortium's workforce findings in development of the College's academic programs that will be reviewed and considered by the committee. The degree and certificate programs presented on the Board agenda tonight are programs positively received and discussed.

D. Finance Committee-See the budget and check register contained within the Board packet. Nothing further to report.

E. Ad Hoc Site Committee-Chair Kay Sintal confirmed the committee met in Executive Session on April 20, 2022 and will present their findings and conclusions to the Board in tonight's Executive Session after the public meeting.

F. Ad Hoc Policy Review Committee-No report.

Strategic Enrollment Management Plan Presentation

In Spring 2022, the cross-divisional EC3PA Strategic Enrollment Management (SEM) Task Force began development of the current three-year SEM Plan using a combination of a SWOT Analysis, the Appreciative Inquiry approach, and an aspirational analysis from key stakeholder vantage points. The task force developed five priorities that are aligned with the College's Strategic Plan.

This visioning was taken from three key perspectives: students, staff, and the community. Ideally, with more extensive conversation to include actual voices of the stakeholders, a more inclusive and comprehensive summary would be created to lead forth further actions related to increasing community exposure and enrollments for the College; however, it was determined that an initial plan was needed to move into Year Two of the college's existence and subsequent plans will incorporate a more extensive review and participation.

The intent of the SEM Plan is to support the mission of the college, increase enrollment growth, and expand student success through a strong infrastructure, committed staff involvement, and effective partnering throughout the entire Erie County. The purpose is to leverage the identified strengths of the college to realize the opportunities that exist with the inception of EC3PA into Erie County. A second

annual plan (SEM Activity Plan) is being crafted to support the three-year SEM Plan to operationalize each of the strategies into goal-oriented actions giving way to the anticipated success of three-year SEM Plan. The listed activities are strategic in nature, many of which have been successfully implemented on other campuses throughout the nation. Due to increased exposure into the Erie County community, a quarterly review of the SEM Activity Plan will be incorporated to identify where activities need to be refocused or enhanced to realize intending outcomes. At the end of each year, a matching of the outcomes from the SEM Activity Plan to the larger three-year SEM Plan will occur to ensure that the outcomes are still in line with expected results and the institution's overall Strategic Plan.

Vice Chairperson Rush Dix asked how the College can use their power and resources to help the potential students understand what the College is and has to offer. Mr. Goodman relayed that we communicate these goals to the public by connecting with our local high schools, community partners, faith-based organizations, the library, etc. when developing recruiting strategies. And, in addition, the College gains exposure and recognition through marketing and advertising so that the community knows who we are and what we do, we have a presence in the community.

Vice Chairperson Rush Dix continued to ask how the Board can contribute to these efforts and participate in recruiting as needed. Mr. Goodman responded that the recruiting coordinator can identify activities that would be appropriate for Board members to participate in. Trustee Mitchell pointed out that we reach the students and the community through door-to-door interaction, reaching students at the high school level who have identified the workforce as their next steps, and corresponding with youth groups where a community college is an easier portal to enter. Dr. Gray highlighted the years of experience that Mr. Goodman has in developing SEM plans and that he has put together an internal team to brainstorm different recruiting opportunities. Dr. Gray also indicated that this topic could be covered during a board retreat, and that would allow the Trustees to give input into the topic of recruiting.

Vice Chairperson Rush Dix asked how the alignment of the SEM Plan and the Strategic Plan will sync. Mr. Goodman responded that the SEM Plan is reviewed on the strategic level every three years, the same as the College's Strategic Plan. The corresponding enrollment activity plan uses the SEM as a guide and will be reviewed and implemented annually. So, the SEM and the Strategic Plan are in alignment.

Vice Chairperson Rush Dix asked if there was a way to track enrollment back to mailed marketing materials as to measure effectiveness and analyze trends. Mr. Goodman said the College could track those efforts.

New Business-Resolution to Adopt EC3PA 2022-2025 Strategic Plan Board Report #22-28 (pg. 41)

Vice Chairperson Rush Dix inquired as to why the Key Performance Indicators were not directly aligned to each of the 5 Pillars/Strategic Priorities. Dr. Gray replied that in review with various colleagues and Dr. Long this is standard for initial Strategic Planning and what MSCHE is looking for. The Key Performance Indicators will continue to evolve and be more defined at each new review cycle. The SEM is one small part of building the specifics under the KPI's and Pillars.

Trustee	Motion 2	Vote
Tom Benson		Y
Justin Gallagher		Y
Dave Mitchell	1	Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Cheryl Rush Dix		Y
Kathryn Sintal	2	Y
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

New Business-Approval of Associate of Applied Science in Criminal Justice Degree Board Report #22-29 (pg. 42)

This degree and all certificates that are brought before the Board at tonight's meeting were previously reviewed and evaluated by the Academic Committee.

Trustee	Motion 3	Vote
Tom Benson	1	Y
Justin Gallagher		Y
Dave Mitchell		Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Cheryl Rush Dix		Y
Kathryn Sintal		Y

Secretary Christina Vogel		Y
Dr. Annette Wagner	2	Y
Chairperson Ron DiNicola		Y

New Business-Approval of Certificate in Corrections Board Report #22-30 (pg. 43)

It was clarified that this Certificate in Corrections was a general certificate and not specific to any local, state, or federal entity.

Trustee	Motion 4	Vote
Tom Benson		Y
Justin Gallagher		Y
Dave Mitchell	2	Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Cheryl Rush Dix	1	Y
Kathryn Sintal		Y
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

New Business-Approval of Certificate in CNC Operator/Programmer Board Report #22-31 (pg. 44)

The College is in negotiations to utilize Erie High’s Tech After Hours for the program’s space and equipment.

Trustee	Motion 5	Vote
Tom Benson		Y
Justin Gallagher		Y
Dave Mitchell		Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Cheryl Rush Dix	1	Y
Kathryn Sintal	2	Y
Secretary Christina Vogel		Y
Dr. Annette Wagner		Y
Chairperson Ron DiNicola		Y

New Business-Approval of Certificate in Industrial Maintenance Board Report #22-32 (pg. 45)

The equipment for this Certificate program and the Certificate in Automated Electrical Systems has a proposed equipment investment that will be purchased with capital funds.

Trustee	Motion 6	Vote
Tom Benson	1	Y
Justin Gallagher		Y
Dave Mitchell		Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Cheryl Rush Dix		Y
Kathryn Sintal		Y
Secretary Christina Vogel		Y
Dr. Annette Wagner	2	Y
Chairperson Ron DiNicola		Y

**New Business-Approval of Certificate in Automated Electrical Systems Board
Report #22-36 (pg. 46)**

Trustee	Motion 7	Vote
Tom Benson		Y
Justin Gallagher		Y
Dave Mitchell		Y
Rev. Dr. Charles Mock		Not Present
Vice Chairperson Cheryl Rush Dix	1	Y
Kathryn Sintal		Y
Secretary Christina Vogel		Y
Dr. Annette Wagner	2	Y
Chairperson Ron DiNicola		Y

Future Agenda Items/Summary Comments by Board Members

None

For Information

There was a clarification made that The Diversity an Inclusion Certificate Program (DICP) mentioned in the DEI Informational Board Report #22-34 (pg. 48 in the Board Packet) is an internal program for employees and not the same type of certificate program that is presented for Board vote in the meeting packet tonight.

Executive Session

6:01pm Executive Session Called to Order

6:40pm Executive Session Adjourned

Motion to Adjourn Regular Meeting

Time: 5:57pm

Next Regular Meeting May 25, 2022 at 5:00pm