



Minutes for Meeting Book - July 26, 2023 Board of Trustees Regular Meeting

07/26/2023 | 05:00 PM - (GMT-05:00) Eastern Time (US & Canada)

EC3 Erie West

Attendees (9)

President Chris Gray PhD; Assistant to the President/Secretary to the Board Renee Triana; Vice President Guy Goodman; Vice President William Jeffress; Dean Stuart Blacklaw; Dean Keri Bowman; Dean Rebecca Walker; HR Director Luisa Heifner; Solicitor Tim Wachter.

Call to Order

Time: 5:00pm

Roll Call

Trustee	Roll Call
Justin Gallagher	Y
Kurt Hersch	Y
Robert Merrill	Y
Rev. Dr. Charles Mock	Not Present
Msgr. David Rubino	Not Present
Dr. Michael Victor	Y
Vice Chairperson Christina Vogel	Y
Secretary Annette Wagner, M.D.	Y @ 5:15pm
Chairperson Cheryl Rush Dix	Y

Pledge of Allegiance

Approval of June 28, 2023 Regular Meeting Minutes (pg. 10-16)

Trustee	Motion 1	Vote
Justin Gallagher	1	Y
Kurt Hersch	2	Y
Robert Merrill		Y
Rev. Dr. Charles Mock		Not Present
Msgr. David Rubino		Not Present
Dr. Michael Victor		Y
Vice Chairperson Christina Vogel		Y
Secretary Annette Wagner, M.D.		Not Present for the Vote
Chairperson Cheryl Rush Dix		Y

The motion to approve the June 28, 2023 meeting minutes pass unanimously via voice vote.

Public Participation

Communication

A. President's Report-Dr. Gray reported that the College had their first “Lunch and Learn” earlier in the day to bring awareness to National Disability Independence Day. He also notified the Board that MSCHE had requested additional clarification and ease of access to some of the documents originally submitted in April of 2023 and that those documents were submitted earlier in today. The next MSCHE Commission meeting is November 15th and 16th where the College could possibly be approved as a candidate for accreditation which would allow students to be eligible for Federal Financial Aid and PHEAA. Dr. Gray continued reporting that the state budget has not passed, but that there is an expectation that funds will be released in mid to late September. The funds will not be available for the quarter and capital payments due in July and that the College is using their reserves. Dr. Gray said he was confident the College would not need a line of credit and pointed out the reserves already built into the budget and the importance of continuing to maintain them. Dr. Gray also informed the Board that the College is continuing talks with the County Executive and the local hospitals concerning the allied health field collaboration efforts.

B. Personnel Committee-Trustee Merrill reported that the committee reviewed the PACE Climate Survey managed by North Carolina State University's Belk Center for Community College Leadership and Research. The survey allows community college leaders to better understand their institution's culture and overall capacity to promote student success by hearing directly from employees about how they perceive and experience their work. In doing so, the survey promotes open and honest communication to inform priorities for change. Trustee Merrill said the survey is recommended to be conducted every 3 to 5 years and that survey results would be expected in 10 weeks. Trustee Merrill noted that there is a cost involved in utilizing the survey and that the Committee will review and bring recommendations to the full board.

C. Finance Committee-Chairperson of the Committee, Trustee Gallagher, noted the packet contained the three normal reports including the 2022-2023 overall budget, the June bank statement reconciliation, and the June check register. Trustee Gallagher concurred that the \$9 million in reserve will help cover costs with the delayed budget coming from the state.

D. Chairperson of the Board-Chairperson Rush Dix thanked the Trustees and the community for their participation in the July 11th Quarterly Breakfast. Trustee Rush Dix also reported that she and President Gray continued to meet weekly and that the Committee meetings continue to take place on a regular basis. She also referred Trustees to the PACCC's Quarterly Trustee report and the remaining list of volunteer opportunities that the College has for outreach included in the Board Meeting packet. Trustee Rush Dix also reminded Trustees of Erie Gives Day on August 8th and encouraged them to complete the Board Orientation on the AGB platform.

E. Other-No other committees had reports.

Presentation-FBA™ OpTIC Path; Optical Telecom Installer Certification Program

Dean Rebecca Walker presented information on the history, partnerships, and future of the College's Optical Telecom Installer Certification which is a non-credit workforce program. She reported that with the increasing demand for internet broadband access there is a need for installers. She continued to say the initiative started a year and a half ago in Corry with Impact Corry and Corry Hi-Ed, but the expected grants for the program did not go through and the issue was tabled. Velocity Network (VNET) continued the discussion with the

College and sent one of their current employees to national training in North Carolina (train the trainer). VNET is allowing this employee to flex his time and train more installers at the College while continuing his normal duties at VNET. Dean Walker said the 9-week noncredit cohort started on July 18th (there is a fee to participate, but not tuition) with the expectation that all installers participating will be hired by VNET once the program is completed, although they are open to installers being hired by other companies. This is phase one of the pilot program and in the future additional modules can be tailored for certain niches of the installation process. The FBA requires installers to be recertified every three years so the program can adapt for that future need. The median wage is \$60,000 per year or \$28 per hour. With future success, the program is expected to be extended out to the county starting with Corry. Dean Walker said the program is being advertised through Erie Regional Manufacturing Partnership (ERPM), Infinite Erie, EC3 Advisory group, WIOA and through the city and county construction committees. Trustee Gallagher recommended that VNET also promote it on their website. Dr. Gray reminded the Trustees that the College's non-credit side can meet an immediate need in the workforce, adapt, end, or restart the program as the need changes or diminishes. He also thanked VNET for their participation in this amazing partnership as this is a community, student, and employer win. This is where the college fits since no one provides this level of training.

Future Agenda Items/Summary Comments by Board Members

None

For Information

No comments on the informational reports.

Executive Session

The trustees entered into Executive Session for the purposes of personnel matters with no action being taken immediately following at 5:35pm.

Trustee	Motion 2	Vote
Justin Gallagher	2	Y
Kurt Hersch	1	Y
Robert Merrill		Y
Rev. Dr. Charles Mock		Not Present
Msgr. David Rubino		Not Present
Dr. Michael Victor		Y
Vice Chairperson Christina Vogel		Y
Secretary Annette Wagner, M.D.		Y
Chairperson Cheryl Rush Dix		Y

The motion to move into Executive Session for the purposes of personnel matters with no action taken immediately following was approved unanimously via voice vote.

Motion to Adjourn

Time: 8:00pm

Trustee	Motion 3	Vote
Justin Gallagher	1	Y
Kurt Hersch	2	Y
Robert Merrill		Y
Rev. Dr. Charles Mock		Not Present
Msgr. David Rubino		Not Present
Dr. Michael Victor		Y
Vice Chairperson Christina Vogel		Y
Secretary Annette Wagner, M.D.		Y
Chairperson Cheryl Rush Dix		Y

The motion to adjourn was approved unanimously via voice vote.

Next Regular Meeting August 23, 2023 5PM



COMMUNITY
COLLEGE

July 26, 2023

Board of Trustees Regular Meeting

EC3 Erie West

Founders Room

2403 W. 8th St.

Erie, 16505

Meeting ID: 864 7949 2792, Passcode: 113651



Meeting Book - July 26, 2023 Board of Trustees Regular Meeting

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of June 28, 2023 Regular Meeting Minutes (pg. 10-16)
 - A. June 28, 2023 Regular Meeting Minutes
5. Public Participation
6. Communication
 - A. President's Report
Chris Gray, PhD
 - B. Personnel Committee
Vice Chairperson Christina Vogel
 - C. Finance Committee
Trustee Justin Gallagher
 1. YTD Budget Summary 2022-2023 (pg. 3)
 2. June 2023 Bank Reconciliation (pg. 4)
 3. June 2023 Check Register (pg. 5-6)
 - D. Chairperson of the Board
Chairperson Cheryl Rush Dix
 - E. Other
7. Presentation-FBA™ OpTIC Path; Optical Telecom Installer Certification Program
Rebecca Walker Dean of Workforce Development
8. Future Agenda Items/Summary Comments by Board Members
9. For Information
 - A. Human Resource and Diversity Board Report #23-37 (pg. 7-8)
 - B. Workforce Development Board Report #23-38 (pg. 9)
10. Executive Session
11. Motion to Adjourn
12. Next Regular Meeting August 23, 2023 5PM

ERIE COUNTY COMMUNITY COLLEGE
2022 -2023 BUDGET - FUNDING SOURCES AND APPLICATION OF FUNDS
INTERIM-FISCAL YEAR JULY 1, 2022 - JUNE 30, 2023

FUNDING SOURCES	Approve Budget July 2022 - June 30, 2023			Actual 2023
	Operating	Capital	Total	June YTD 2023
Student Tuition - Credit Programs	\$ 1,036,800.00	\$ -	\$ 1,036,800.00	\$ 1,039,482.00
Student Fees	\$ 179,680.00	\$ -	\$ 179,680.00	\$ 147,935.00
Net Tuition from Noncredit Programs	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 6,930.00
County of Erie	\$ 3,300,000.00	\$ 450,000.00	\$ 3,750,000.00	\$ 3,812,500.00
Commonwealth of PA	\$ 2,900,000.00	\$ 850,000.00	\$ 3,750,000.00	\$ 2,900,000.00
Commonwealth of PA - Recurring Capital	\$ 329,588.00	\$ -	\$ 329,588.00	\$ 767,561.00
Grant Funds				\$ 120,572.00
Miscellaneous Income	\$ 10,000.00	\$ -	\$ 10,000.00	\$ 29,138.00
		\$ -	\$ -	
Totals	\$ 7,806,068.00	\$ 1,300,000.00	\$ 9,106,068.00	\$ 8,824,118.00
 APPLICATION OF FUNDS				
Salaries and Wages	\$ 2,710,690.00		\$ 2,710,690.00	\$ 2,258,752.00
Staff Benefits	\$ 1,279,331.00		\$ 1,279,331.00	\$ 818,590.00
All Other Operating Budget Expenses	\$ 3,782,786.00		\$ 3,782,786.00	\$ 2,490,627.00
Capital Purchases		\$ 1,300,000.00	\$ 1,300,000.00	\$ 1,504,233.00
TOTAL APPLICATION OF FUNDS	\$ 7,772,807.00	\$ 1,300,000.00	\$ 9,072,807.00	\$ 7,072,202.00
 SURPLUS (SHORTFALL)	 \$ 33,261.00	 \$ -	 \$ 33,261.00	 \$ 1,751,916.00

Erie County Community College
Confirmation of Bank Statement Reconciliations

	Community College of Erie County
Currency	USD
All EC3 Statements - Beginning Date	4/1/2023
All EC3 Statement - End Date	4/30/2023
Bank Statements Status - Reviewed & Reconciled	Reconciled

Balances	
FNB	Current Balances
6/30/2023	
Operating	\$ 1,960,290.82
Savings Account	\$ 1,127,187.97
CD	\$ 1,513,161.06
	\$ 4,600,639.85

*
*
*

Marquette	
Marquette - Same Balance as of July 2022	\$ 29,728.73

Receivable - Funds State and County	
Erie County - Quarterly Funding	\$ 937,500.00
State PDE - Leases 50%	\$ 279,212.65
	\$ 1,216,712.65

* All Bank Statements have been Reconciled	
Projected as at Today 6/30/2023	\$ 5,847,081.23

Erie County Community College Check Register- June 2023

Payee	Payment Amount	Payment Category	Expense Category	Frequency
4imprint, Inc.	\$596.96	Supplier Payment	Marketing	as needed
Benedictine Sisters of Erie Inc	\$6,450.00	Lease	Lease	monthly
Blackboard Inc.	\$26,522.50	Contracted seivces	IT	annual
Blackgate Security Agency	\$795.00	Contracted services	Facilites	monthly
Cathedral Preparatory School	\$41,666.67	Lease	Lease	monthly
Connection Financial Services	\$59,488.00	Contracted services	IT	monthly
Creative Imprint Systems	\$595.00	Supplier Payment	HR/Marketing	as needed
Cynthia Wolf	\$525.00	Contracted services	Marketing	monthly
EBSCO	\$20,291.00	Contracted services	IT	annual
Epic Web Studios LLC	\$5,450.00	Contracted seivces	Marketing	monthly
Erie Seawolves	\$3,000.00	Sponsorship	Marketing	monthly
FastSigns	\$7,271.00	Supplier Payment	Marketing	as needed
Flagship Multimedia Inc.	\$666.67	Contracted services	Marketing	as needed
Flores & Associates, LLC	\$60.00	Benefits	HR	monthly
Friends of the Erie County Library	\$2,000.00	Event	Marketing	one time
Galloway Management Group	\$945.00	Supplier Payment	Commencement	one time
Goodheart-Willcox Publisher	\$1,541.19	Supplier Payment	Academics	as needed
GovConnection Inc	\$5,403.00	Contracted services	IT	monthly
Grise Audio Visual Center Inc	\$1,690.00	Supplier Payment	Commencement	one time
Hagan Business Machines	\$1,124.34	Contracted services	Facilities	monthly
Incline Alchemy, Inc	\$8,783.40	Contracted services	IT	monthly
Issuu, Inc.	\$29.68	Contracted services	Marketing	annual
KimKopy Printing	\$3,203.00	Supplier Payment	Marketing/HR	as needed
Knox Law	\$4,218.00	Legal	President	as needed
MBS Direct, LLC	\$2,294.00	Supplier Payment	Academics	as needed
Memic Indemnity Company	\$3,317.75	Insurance	Facilities	quarterly
MenajErie Studio, LLC	\$8,750.00	Contracted services	Marketing	monthly
MK Certified Interpreting, LLC	\$250.00	Supplier Payment	Commencement	one time
New Opportunities	\$132.00	Benefits	HR	monthly
Oak Hall Industries	\$1,438.35	Supplier Payment	Commencement	one time
Ohio Bureau of Workers Compensation	\$123.00	Benefits	HR	one time
Otis Elevator Company	\$596.61	Contracted services	Facilities	annual
PASCO Scientific	\$12,885.44	Supplier Payment	Academics	as needed
Pro Waste Service	\$240.00	Contracted services	Facilities	monthly
R Brilliant Media	\$11,710.00	Contracted services	Marketing	monthly
Raymond Romanski	\$928.00	Accountant	Finance	final payment
Ridge Policy Group	\$6,406.00	Contracted services	President	monthly
Ross Notary Service	\$160.00	Supplier Payment	Facilities	one time
Rotary Club of Erie	\$175.00	Memberships	Academics	annual
Sample News Group	\$2,200.00	Contracted services	Marketing	monthly
Service Master	\$1,040.00	Contracted services	Facilities	monthly

Erie County Community College Check Register- June 2023 Continued

Smart Jocks	\$17,500.00	Vehicle	Marketing	one time
Student Refunds	\$1,232.00	Refunds	Academics	as needed
The Millcreek Parade	\$40.00	Event	Marketing	one time
The Wilkins Co., INC.	\$234.00	Contracted services	Facilities	monthly
Velocity Network	\$3,021.40	Contracted services	IT	monthly
Welders Supply	\$158.25	Educational Supplies	Academics	as needed
Xtreme Exterior Cleaning	\$5,194.00	Supplier Payment	Facilities	as needed
	\$282,341.21			

Academics	\$18,285.88
Commencement	\$4,323.35
Facilities	\$30,201.70
Finance	\$928.00
Human Resources	\$3,518.00
IT	\$123,509.30
Leases	\$48,116.67
Marketing	\$42,834.31
President	\$10,624.00
	\$282,341.21



Information Report: Human Resources/Diversity Office

HUMAN RESOURCES

Summary of Employee Count

- Total full-time and part-time active faculty and staff, 52*, as of 7/24/2023.
*Includes adjuncts currently active Summer 2023 semester; excludes those not presently teaching

Separations, Promotions & Transfers

None in June, and thus far this month, July.

New Hires

Name	Status	Position	Start Date
Olusanya, Omotola	FT	College Recruiter	7/17/2023
Mark Pushinsky	FT	School Custodian	7/24/2023

Incoming Hires

Name	Status	Position	Start Date
Brennan, Edward	PT	Adjunct, Criminal Justice	8/17/2023
Gruber, Leo	PT	Adjunct, American Politics	8/17/2023
Musawi, Sayyed	PT	Adjunct, Sociology	9/18/2023

Personnel Committee

The Personnel Committee met on 7/10/2023. Next meeting will be on 8/14/2023.

Open Positions

- Program Director, Allied Health Programs
- Adjunct Faculty - *Ongoing for applicant pool*



OFFICE OF DIVERSITY

July 2023

Independence Day Holiday (July 4th)

National Disability Independence Day (July 26th)

In-house TV is showcasing basics of the ADA.

Social media posts.

7/26 – Lunch & Learn for Students & Employees
with individuals with physical challenges

September 15 – October 15, 2023

Hispanic Heritage Month



Information Report: Workforce Development

Information

Workforce Coordinator Doug Massey and has been actively meeting and forming partnerships with businesses from various industries throughout the Erie County region who have an interest in collaborating with EC3. The companies listed in this report are new businesses, additional meetings and partnerships that have taken place since the June 2023 board meeting.

Upcoming Trainings

Fiber Optics Installer Training	Launched July 18, 6 students registered
Erie Insurance C S Apprenticeship Program	Launched July 10, 6 EC3 students referred.

Workforce Partnerships/Updates

- **Erie Insurance:** The Erie Insurance Apprenticeship launched July 10, 2023. Six of the eight-person cohort are EC3 students or graduates. Successful completion of the 10-month paid apprenticeship program will result in direct hires in the Fortune 500 company's Customer Service Department.
 - EC3 and Erie Insurance are continuing to develop a training program for a Certified Insurance Service Representative (CISR). This would be a nationally accredited insurance licensure program that creates a pipeline to direct hires at Erie Insurance and pathways to insurance careers.
- **City of Erie Redevelopment Authority:** The Lead Paint Abatement Training initiative is still in progress. The EC3 Workforce Coordinator has met with several businesses in the construction industry and is forming an advisory committee to address needs and challenges. A vendor has been selected to provide curriculum and we are searching for a trainer for the program with plans to launch sometime in the fall.



Minutes for Meeting Book - June 28, 2023 Board of Trustees Regular Meeting

06/28/2023 | 05:00 PM - (GMT-05:00) Eastern Time (US & Canada)

EC3 Erie West

College/Other Attendees (9)

President Chris Gray PhD; Assistant to the President/Secretary to the Board Renee Triana; Vice President Guy Goodman; Vice President William Jeffress; Treasurer Dennis Matthews via Zoom; HR Director Luisa Heifner; IT Director Chris Ray via Zoom; Dean Blacklaw; and Solicitor Tom Tupitza

Call to Orde

Time: 5:00PM

Roll Call

Trustee	Roll Call
Justin Gallagher	Y
Kurt Hersch	Y
Robert Merrill	Y @ 5:01PM
Rev. Dr. Charles Mock	Y via Zoom
Msgr. David Rubino	Y
Dr. Michael Victor	Not Present
Vice Chairperson Christina Vogel	Y
Secretary Annette Wagner, M.D.	5:07PM via Zoom
Chairperson Cheryl Rush Dix	Y

Pledge of Allegiance

Approval of May 24, 2023, Regular Meeting Minutes (pg. 29-36)

Trustee	Motion 1	Vote
Justin Gallagher		Y
Kurt Hersch	1	Y
Robert Merrill		Y
Rev. Dr. Charles Mock		Y
Msgr. David Rubino	2	Y
Dr. Michael Victor		Not Present
Vice Chairperson Christina Vogel		Y
Secretary Annette Wagner, M.D.		Y
Chairperson Cheryl Rush Dix		Y

Public Participation

None

Communication

A. President's Report- Dr. Gray highlighted the mission moment in his report. He stated that enrollment numbers for summer continue to outpace projections. He assured the Trustees that the College would continue to be conservative with enrollment projections due to the budget. He also noted the College's outreach dates at festivals and parades and asked for Board participation in those events if their schedules allowed. Dr. Gray went on to explain that the College van is now wrapped in our branding and was already used in the Corry parade where there was positive feedback. Finally, Dr. Gray pointed Trustees to the Uniquely Abled Academy flyer explaining the new non-credit workforce program.

B. Academic Committee-No report.

C. Personnel Committee-Vice Chairperson Vogel noted that the committee met on June 12th and were joined by the College's Benefits Coordinator who explained the current benefits coverage. Vice Chairperson Vogel said that the College was continuing with their current healthcare provider for the upcoming fiscal year, UPMC Health Plan. She explained that there is an increased cost for the current coverage and that some of the increase was being passed onto the employee, but there will be a cost-of-living adjustment that should

offset the cost. Vice Chairperson Vogel said the College will hopefully get rates back at an earlier date to have time to contemplate a comparison of carriers to choose the best plan for employees in coverage and cost in the next fiscal year 2024-2025.

D. Finance Committee-Chairperson Gallagher noted that the standard finance reports were in the meeting packet. He also reported that the committee had a special meeting on June 15, 2023, at 8:30am for final budget discussions prior to presenting it to the full board. Per Chair Gallagher, the committee and staff have been working diligently on the budget for the last several months. Trustee Gallagher continued saying that the College had been using a basic budget for the last three years and now the budget has a greater level of detail. He also noted that the budget proposed tonight is tentative as the College waits on the state budget to pass and has established cash reserves while the College waits on that approval. Trustee Gallagher said the budget can be adjusted as it sees fit and that every year there is cost of living and inflation factors included with 5% budget increase.

E. Ad Hoc

1. **Advisory Committee**-Chairperson Pastor Mock informed the Trustees that the Committee is meeting Monday, July 10th at 4pm. Trustee Rubino notified the Trustees that he may be in London and unavailable. Chair Mock also reminded the Board that the Quarterly Breakfast was scheduled for Tuesday, July 11th at 7:30am at EC3 Erie West.

F. Chairperson of the Board- Chairperson Rush Dix reported that the College's first commencement continued to be a proud moment with full board participation. She also noted that she and the President have not met due to schedule conflicts, but that there were several public events where board participation would be appreciated. The Chairperson attended the PACCC Board of Trustees meeting virtually as well as the monthly College committee meetings. She also reminded the Trustees of the Quarterly Breakfast on Tuesday, July 11th at 7:30am. Chairperson Rush Dix also thanked Trustee Merrill for completing the AGB Board Development course and asked the other Trustees to complete it when they are able.

G. Other-None

Presentation-KPI End of Semester Update (pg. 8-9)

Vice President Guy Goodman provided the Trustees with a high-level overview of the College's KPIs as requested at the end of the semester and at the end of the overall academic year. It was also noted that Vice President Goodman would be putting together a Data Book for the Trustees that will compare the College with the National Average to put the numbers into perspective. Currently the College uses Guttman Community College in New York City (America's newest community college with inaugural classes in September 2012) and Pennsylvania Highlands Community College (Pennsylvania's newest community college with inaugural classes in September 1994) in comparison as the College continues to develop baseline data.

See **Exhibit A** for the PowerPoint presentation.

Resolution to Approve the Practical Nursing Certificate Board Report #23-33 (pg. 10-23)

Vice President Goodman clarified that the program prepares students for the licensure exam, but that it was not a capstone of the program. He also noted that exam success rates and employment would be part of the annual program review. The certificate program is intended to be completed in a year and a half. Vice President Goodman also confirmed that the State Board of Nursing will have to review and accredit the program.

Dr. Gray thanked County Executive, Brenton Davis, as these new programs are the result of organizing meetings between the three area hospitals and the College as well as dedicating funds to build the program.

There was a motion to approve the Practical Nursing Certificate program from Trustee Gallagher and seconded by Trustee Rubino. Prior to the vote Trustee Merrill, who is part of the Academic Committee questioned why a resolution to approve the Patient Care Technician Certificate was not on the agenda since it had been reviewed at the Academic Committee meeting on June 20, 2023. After discussion between Vice President Goodman and Board Secretary, Renee Triana, it was discovered it was removed from the agenda due to a miscommunication.

There was a motion to amend the agenda by Trustee Gallagher, seconded by Trustee Merrill, to add the resolution to approve the Patient Care Technician Certificate along with the Practical Nursing Certificate. Once the motion was amended Dr. Gray and Vice President Goodman gave a verbal report with the details of the Patient Care Technician

Certificate. The Board Packet was updated to reflect both the Practical Nursing and the Patient Care Technician Certificates under Board Report #23-33 in the meeting minutes.

Resolution to Approve the Practical Nursing Certificate and Patient Care Technician Certificate Board Report #23-33.

Trustee	Motion 2A	Vote
Justin Gallagher	1	Y
Kurt Hersch		Y
Robert Merrill		Y
Rev. Dr. Charles Mock		Y
Msgr. David Rubino	2	Y
Dr. Michael Victor		Not Present
Vice Chairperson Christina Vogel		Y
Secretary Annette Wagner, M.D.		Y
Chairperson Cheryl Rush Dix		Y

The motion to approve the Practical Nursing and Patient Care Technician Certificates was approved unanimously via voice vote.

Resolution to Amend the Agenda to add the Patient Care Technician Certificate to the Resolution to Approve the Practical Nursing Certificate.

Trustee	Motion 2B	Vote
Justin Gallagher	1	Y
Kurt Hersch		Y
Robert Merrill	2	Y
Rev. Dr. Charles Mock		Y
Msgr. David Rubino		Y
Dr. Michael Victor		Not Present
Vice Chairperson Christina Vogel		Y
Secretary Annette Wagner, M.D.		Y
Chairperson Cheryl Rush Dix		Y

The motion to amend the agenda was approved unanimously via voice vote.

Resolution to Approve Fiscal Year 2023-2024 Tentative Budget Board Report #23-34 (pg. 24-25)

Finance Chair Gallagher wanted to remind the Trustees that the budget brought forward is tentative because the state has not passed their budget yet, but the College needed to have it's budget ready for fiscal year 2023-2024.

Trustee	Motion 3	Vote
Justin Gallagher	1	Y
Kurt Hersch	2	Y
Robert Merrill		Y
Rev. Dr. Charles Mock		Y
Msgr. David Rubino		Y
Dr. Michael Victor		Not Present
Vice Chairperson Christina Vogel		Y
Secretary Annette Wagner, M.D.		Y
Chairperson Cheryl Rush Dix		Y

The motion to approve the fiscal year 2023-2024 tentative budget was approved unanimously via voice vote.

Future Agenda Items/Summary Comments by Board Members

Vice Chairperson Vogel wanted to ensure the focus on alumni was not going to be neglected. Dr. Gray assured Vice Chairperson Vogel that the alumni were addressed in the College's Operational Plan and alumni would receive more attention once a foundation director is hired. Vice President Goodman verified that alumni information was being collected.

For Information

No Discussion

Executive Session

The Trustees entered Executive Session at 5:57PM for the purpose of personnel matters with no action taken immediately following.

Motion to Adjourn

Time: 6:40PM

Trustee	Motion 4	Vote
Justin Gallagher	2	Y
Kurt Hersch	1	Y
Robert Merrill		Y
Rev. Dr. Charles Mock		Y
Msgr. David Rubino		Not Present- Left the Meeting at 5:55PM
Dr. Michael Victor		Not Present
Vice Chairperson Christina Vogel		Y
Secretary Annette Wagner, M.D.		Y
Chairperson Cheryl Rush Dix		Y

The motion to adjourn was approved unanimously via voice vote.

Next Regular Meeting July 26, 2023 5PM