



Erie County Community College

Board of Trustees

September 16th, 2020 Meeting Minutes

1. Called to Order by Attorney Talarico at 5:34pm
 - a. Board Present: Ronald DiNicola, Annette Wagner, Cheryl Rush Dix, Rev. Charles Mock, Justin Gallagher, David Mitchell, Tom Benson, Kathryn Sintal, Christina Vogel
 - b. Additional: Attorney Tom Talarico, CPA Joe Maloney, Executive Secretary Nicole Inan, Dr. Roy Church (via Zoom); open to public
2. Pledge of Allegiance
3. Prayer/Invocation (Optional) – None offered
4. Presentation & Overview by Dr. Roy Church (Virtual)
 - a. Mr. DiNicola provided a background and introduction of Dr. Church, including his participation in the Plan and Curriculum Committee that was developed for submission to the State Board of Education. Dr. Church served as an expert witness at the hearings.
 - b. Mrs. Dix also acknowledged Dr. Church's expertise.
 - c. Dr. Church emphasized his enthusiasm on being sourced for consultation of the ECCC.
 - i. He believes that Community Colleges are the "most profound resources a community can have." They have the unique ability to utilize and be responsive to the needs of the community.
 - d. Dr. Church Highlights Roles in NWPA
 - i. Encouraged the Board to refer to the comprehensive plan and application frequently.
 - ii. Utilize the best practices across the country and the state. There are a network of 1250 CC's across the country.
 - iii. Uniqueness of institutions which a reasonable to the needs of the community.
 - Fill the middle ground between high school and a 4 year college.

- Provide everyone in the community a convenient & affordable opportunity for education.
 - A community college is the missing piece of educational opportunities in Erie County.
 - Substantial increase of higher education for success.
 - There is a 20% deficit in Erie County amongst individuals without higher education in achievement of success in the workforce.
- e. Dr. Church highlighted the community being served.
- i. 30-40% - Students directly from High School
 - ii. Large number of adults with some college and/or no degree
 - iii. Adults whom have history of higher education, but are looking to increase their scope of opportunities. Continuing education & further learning.
 - iv. Returning adults make up about 40-50%
 - v. High school students are anxious to pursuit specific interests and may prefer a dual enrollment option.
- f. Dr. Church discussed an “Open Access Institution”
- i. Participants will require at least a high school diploma or equivalent
 - ii. Quality of education considerations
 - May be daunting because of the wide array of abilities amongst the population.
 - Consideration of the heterogeneous population.
 - Not so much focus on control of quality at the beginning, rather the focus of the outcome.
 - Only 10% learn best abstractly; 90% by applied learning.
 - There is a need for a physical campus in Erie County for the college: heterogeneous mix of population, access to laboratories, and access to faculty.
- g. Dr. Church discussed curriculum scope
- i. A broad based committee had been utilized when developing the plan; individuals that highlighted higher education and employers working intensely together.
 - ii. A needs based assessment was done by Parker Phillips Group
 - Focused on what is needed vs. the availability of resources in Erie County.
 - iii. Not creating a Community College to compete, rather to compliment and expand higher education in the community.
 - iv. Equal first 2 years of a Bachelor’s Degree (50%) – this is the best feeder to long term higher education.

- v. Need to focus curriculum to employment sources
- vi. Continuing education – focusing on economy and how education helps drive success.
- h. Dr. Church discussed “pathways”
 - i. Engineering/Manufacturing
 - Compared the likeness between Moraine County and Erie.
 - One challenge with engineering is the increased need in productivity vs. the transition to the digital process.
 - Key here is finding secure, successful jobs and jobs of the future (not those already existing) (50% increase)
 - ii. Computer/Technology
 - iii. Business/Industry/Entrepreneurs
 - This group benefits most from applied learning
 - iv. Liberal & Creative Arts
 - Graphic Design, Animation
 - v. Health & Wellness
 - Purpose to “compliment” and expand current
 - vi. Tourism/Hospitality
 - vii. Human Services/ Public Services/Social Services
- i. Community College’s pride themselves on being hands on and building personal relationships
 - i. Guidance Counselors
 - ii. Assistance with developing and retaining relationships with potential employers.
- j. Questions for Dr. Church from the Board
 - i. Mrs. Sintal discussed potential of utilizing the Porreco College or Mercyhurst for location. Suggested a reassessment of what has changed since the application and plan went into place.
 - Dr. Church emphasized that a community college has the ability to have the same 1st/2nd year curriculum, and are able to act as the “pipeline.”
 - ii. Rev. Mock questioned the ability of utilizing existing relationships and/or the fundamental matriculation and possible agreements that could be made with the existing 4 year college and universities.
 - Dr. Church would expect that a priority be made for establishing clear partnerships. It will be imperative to the survival of the College to network and parlay educational attainment.
 - iii. Mrs. Sintal inferred about accreditation

- Dr. Church explained that accreditation occurs after the first year:
 - Need for process in creating positions
 - Utilization of contracted work from the community
 - Have assistance of 14 Colleges whom have committed to assisting in the development of curriculum
 - State has to approve the program before can offer classes
 - Middle State Accreditations – institution must graduate a class before accreditation
 - These things will be fundamental in applications of Pell Grants, Student Aid, and there may be opportunity for tuition assistance locally
- iv. Mr. Mitchell suggested the review of high education councils. He offered that Corry has been delivering higher education for over 20 years and that structure and delivery are key
 - Dr. Church acknowledged the successes in Corry, and offered that there is value in a vocational educational system.
- v. Rev. Mock suggested the need for matriculation with minority groups, i.e. Black Colleges. He suggested the need for the market to keep and attract those we don't have.
 - Recruitment efforts of minorities
 - Assuring minorities in the local community are nourished.
 - Openness to receiving immigrants to contribute to local system.
- vi. Mr. DiNicola emphasized the need for services to access the northern tier of Pennsylvania.
 - Dr. Church offered that there is more to gain in figuring out how to multiply than in competing.
- vii. Mr. Mitchell emphasized the need for the College to be all-inclusive (Tri-County), and imperative that the focus is not only on inner-city populations but reaches out to the county areas.

5. Election of Officers on the Board of Trustees

- a. Discussion of how the votes would take place
 - i. Attorney Talarico shall ask for a motion of nominee
 - ii. A second to the motion will be needed
 - iii. Chair will consider discussion on motion

- iv. Vote (Roll Call, All-in-Favor, etc.)
- v. Mr. Mitchell motioned that a private (secret) ballot be taken in the event of more than one nominee; this was seconded by Mrs. Sintal, and carried in a 5-4 vote.
- b. Upon Attorney Talarico opening the floor for nominees
 - i. Mr. Benson motion for Mr. Ron DiNicola to be considered for Chairman; this was seconded by Mr. Mitchell.
 - ii. Mrs. Sintal requested that the nominee provide reference on what he/she contributes. Mr. DiNicola accepted the nomination and discussed his background on in belief in the community college cause and his efforts up to this point.
 - iii. Ms. Rush Dix self-nominated for the position of Chair, and offered her commitment to the cause and her critical thinking abilities and background in program management; this was seconded by Ms. Vogel.
 - iv. Mr. Gallagher move to close nominations, seconded by Ms. Vogel
 - v. Due to the dual nominations, the Board agreed to private ballot vote. Attorney Talarico verified the vote, and second verification by Executive Secretary Inan that Mr. DiNicola be named as Chairman of the Board.
- c. Discussion on length of time for officers to serve position as nominated
 - i. Mrs. Sintal motioned that officers serve for a one (1) year term; seconded by Mr. Gallagher
 - ii. Mrs. Rush Dix moved to amend that motion to include up to a 2 year seat maximum; seconded by Mr. Gallagher, and passed unanimously.
- d. Chairman DiNicola opened the floor for Vice-Chair nominations
 - i. Reverend Mock nominated Mrs. Cheryl Rush Dix for the office of Vice-Chairman, this was seconded by Ms. Vogel; Mr. Gallagher moved to close nominations, this passed unanimously, the vote for officer passed unanimously
- e. Chairman DiNicola opened the floor for nominations of Treasurer
 - i. Mr. Benson nominated Mr. Justin Gallagher, this was seconded by Mrs. Sintal; Mr. Mitchell moved to close nominations, Mr. DiNicola seconded, unanimously closed; the vote for officer passed unanimously.
- f. Chairman DiNicola opened the floor for nominations of Secretary
 - i. Mr. Gallagher nominated Mrs. Sintal
 - ii. Mrs. Sintal declined on the premise of the title, and requested to be addressed as Chief Information Officer

- iii. After much discussion, Mrs. Sintal accepted the nomination; Ms. Dix-Rush seconded, and this was passed unanimously.

6. Discussion: Operational Expenses & Capital Expenditures
(Joseph Maloney, CPA)

a. Mr. Maloney was an expert witness for the Community College application, has been active with non-profits, and present for presentations. He has been involved with the push for a community college since 2010, and has been an advisor for 40 years.

- i. Mr. Maloney presented a projection budget for the Board to review that included the budget type, position, & expenditures based on a 3-credit rule
- ii. In comparison of a \$500/credit, the ECCC would look similar to:
 - Students who are residents of Erie County - \$125/credit
 - Students out of Erie County - \$250/credit
 - Students out of state - \$350/credit
- iii. Mr. Maloney stated that one issue will be to have the state to agree to an alternate cost of startup fee because of the time differentials
- iv. Gaming Revenue will equate to approx. \$11 million
 - Will need Administration and County Council approvals to have funds passed
 - As it is Gaming Revenue, do not have to touch real estate tax money
- v. Budgets to be considered
 - Calendar year (1.9 million)
 - Fiscal year
- vi. RCAP
 - Controlled by the Governor
 - Must submit application yearly by August (requested \$10 million)
 - Year without capital reimbursed 50%; half paid by ECCC
 - Plan was based on a 5400sq ft. building for the 1st year
 - Grant reimbursed on cost
 - Mr. Maloney in discussion with Governor's office for consultant
- vii. Other Funding – \$3 million from the Community Foundation
- viii. The Push
 - State needs to be pressed to include the Community College into the budget
 - Line items in the PA Budget to include

- Capital \$285 million/yr.
 - Operational \$47 million/yr.
- ix. Discussion of the need for a Finance Committee
 - Tom Talarico filed paperwork to establish corporation 9/16/20
 - Filing for and receiving tax-exempt status (1024)
 - Federal ID number
 - x. Appeals of the application
 - The approximation of need on filing appeals is approximately \$125,000
7. Discussion: Structure of the Community College Constitution & By-Laws
 - a. Attorney Talarico advised that he has put together numerous by-laws and will be sending copies of examples to the Board for review, and will schedule discussion.
 8. Retention of professional and support staff (Solicitor, Financial Advisor, Secretary, etc.)
 - a. Mr. Mitchell motioned to make Mr. Joseph Maloney to be the designated CPA for the ECCC; seconded by Mr. Gallagher. Motion moved for amendment for services to be reviewed by Board after 60 days
 - b. Mr. Mitchell motioned that an Executive Committee be formed, of the four (4) elected officers, to report back to the Board in appointment of support staff; seconded by Mr. Gallagher; passed 8-0 (Mr. Benson had left)
 9. Other
 - a. Potential workshop for bi-laws
 - b. Day with majority availability being Wednesday evenings beginning at 5:00pm

Adjournment – Mr. Gallagher moved to adjourned at 8:35pm, seconded by Mrs. Sintal.