



**PENNSYLVANIA HIGHLANDS COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES MEETING**  
**February 15, 2022 – 5:00 PM**  
**via Zoom**  
**Agenda**

**Mission Statement**

Pennsylvania Highlands Community College provides its students with affordable opportunities to gain the knowledge and skills they need to be successful in their work, in their day-to-day lives, and in their pursuit of life-long learning in a supportive, student-oriented environment.

**CALL TO ORDER**

- Roll Call
- \* Approval of Minutes from December 21, 2021 meeting (action)

**CONSENT AGENDA**

**(action)**

- \* 2023-2024 Academic Calendar (AASS 1000-2022)
- \* New Liberal Arts and Sciences Certificate (AASS 1002-2022)
- \* New Business Management Certificate (AASS 1003-2022)
- \* New Financial Reporting and Control Policy and the Deletion of Three Current Financial Policies (Financial Reporting, Fiscal Control, and Fiscal Year Policy) (FF 1003-2022)

**CHAIRPERSON'S REPORT**

- Annual items to be completed by the Board of Trustees
  - Disclosure of Conflicts of Interest
  - Statement of Financial Interest
  - Annual Board of Trustees Evaluation
- April Board of Trustees Retreat April 19, 2022 at 12:00 PM

**PRESIDENT'S REPORT**

- Celebration of Lorraine Donahue
- Employee Celebrations
- COVID Mitigation and Impact
- New HEERF Grant (\$198M)
- Strategic Plan Updates
- College Events

**EXECUTIVE COMMITTEE**

- Report from Committee Chair
- \* Minutes from February 8, 2022 Meeting

**ACADEMIC AFFAIRS/STUDENT SERVICES COMMITTEE**

- Report from Committee Chair
- \* Minutes from February 1, 2022 Meeting
- \* New Program – Electrical Utility Technology AASS (AASS 1001-2022) (action)
- Report from the Vice President of Academic Affairs
- Report from the Vice President of Student Services
  - \* Enrollment Report
- Report of the Student Trustee

**EXTERNAL AFFAIRS COMMITTEE**

- Report from Committee Chair
- \* Minutes from February 2, 2022 Meeting
- Report of the Executive Director of Institutional Advancement

## **FINANCE & FACILITIES COMMITTEE**

- Report from Committee Chair
- \* Minutes from February 3, 2022 Meeting
- \* Client Relationship Management System Purchase (FF 1001-2022) (action)
- \* Financial Statements ending December 31, 2021 (FF 1002-2022) (action)
- Report from the Associate Vice President of Administration
- Report from the Associate Vice President of Finance
- Report from the Associate Vice President of Technology and Analytics

## **REPORTS/COMMENTS FROM BOARD MEMBERS**

### **PUBLIC COMMENT**

### **EXECUTIVE SESSION**

*Board members in executive sessions may discuss the employment, compensation, discipline, performance or dismissal of specific employees of the College; collective bargaining; active or pending litigation; purchase or lease of property; information that is considered confidential under the law; matters of academic admission or standing; or public safety issues if disclosure of the information would reasonably jeopardize public safety or preparedness.*

### **ADJOURN**

- \* *Materials Included in board packet*

### **Vision Statement**

Pennsylvania Highlands Community College will be a dominant higher education provider in west central Pennsylvania – a catalyst for regional renewal – positioning our graduates to be recognized as highly competent, exceptional members of the community and workforce.