

PENNSYLVANIA COLLEGE OF TECHNOLOGY
BOARD OF DIRECTORS
MEETING MINUTES
April 17, 2025

1. Call to Order

Chairman Yaw called the in-person meeting to order at 3:05 pm.

Attendance

Members Present

Senator Gene Yaw
Mr. Abraham Harpster
Mr. Randall Black
Dr. Margo DelliCarpini (ZOOM)

Dr. Larry Terry
Rep. Clint Owlett
Mr. Michael Stefan
Mr. John Young

Members Absent

Dr. Steven P. Johnson
Ms. Lynda Livingston

Also in attendance was Ann Pepperman, Esq.

2. Public Comment Period

Chairman Yaw welcomed comments from the public on any agenda item

3. Approve Minutes of Previous Meeting: February 6, 2025

A motion was made by Dr. DelliCarpini, seconded by Rep. Owlett, and carried by a unanimous affirmative vote to approve the minutes from the February 6, 2025, meeting as presented

4. Authorize the appointment of Baker Tilly to perform audit services, as outlined in the engagement letter, for the fiscal year ending June 30, 2025

A motion was made by Dr. Terry, seconded by Mr. Young and carried by a unanimous affirmative vote to authorize the appointment of Baker Tilly to perform audit services, as outlined in the engagement letter, for the fiscal year ending June 30, 2025

5. Approve revision of bylaws to accurately reflect quorum requirements

A motion was made by Mr. Stefan, seconded by Mr. Black, and carried by a unanimous affirmative vote to approve the revision of the bylaws to accurately reflect quorum requirements

6. Approve hiring of Vice President for Communications & Marketing

A motion was made by Mr. Harpster, seconded by Rep. Owlett, and carried by a unanimous affirmative vote to approve the hiring of Katie Bell as the Vice President for Communications & Marketing

7. Approve Assistant Treasurer for the Board of Directors

A motion was made by Mr. Young, seconded by Mr. Black, and carried by a unanimous affirmative vote to approve Jon Nichols, Vice President for Finance/CFO, as the Assistant Treasurer for the Board of Directors

8. Authorize Dr. Michael J. Reed, President, and Jon Nichols, Vice President for Finance/CFO, to sign contracts on behalf of the college

A motion was made by Mr. Harpster, seconded by Mr. Black, and carried by a unanimous affirmative vote to authorize Dr. Michael J. Reed, President, and Jon Nichols, Vice President for Finance/CFO, to sign contracts on behalf of the college

9. Information Items:

- Curriculum/Program Updates – Ms. Joanna Flynn, Vice President for Academic Affairs/ Provost
- Promotions & Sabbaticals – Ms. Joanna Flynn, Vice President for Academic Affairs/ Provost
- Policies/Procedure to go before the Board on an annual basis – Ms. Suzanne T. Stopper, Senior Vice President for Finance/CFO (in packet)

10. Presentations:

- Improving success in mathematics through refining math instruction and support (Title III grant)

11. Comments from the President

President Reed shared the following with the group:

- Acknowledged this will be Suzanne Stopper's final board meeting
- Applications and deposits for Fall 2025 continue to trend above last year's record-breaking incoming class.
- Workforce Development & LPN: Pennsylvania College of Technology has received approval from the Pennsylvania State Board of Nursing to expand its Workforce Development practical nursing program to the college's Williamsport campus. This strategic move aims to enhance access to quality nursing education and address the nursing shortage at both the state and national levels
- Placement rate still stands above 97%
- Visiting students and faculty from North West Regional College – Northern Ireland, April 7-22
- Third annual Rotorfest activities hosted by the emergency management & homeland security major on Tuesday, April 8
- About 30 Pennsylvania College of Technology students will be part of the culinary brigade serving guests at Churchill Downs during the 151st running of the famed Kentucky Derby on May 3
- Penn College actively engaged in the PSU Capital Day, April 9. It is Penn State's largest single-day advocacy event
- Alumni spotlight (folder)
- Student athletes (folder)
- Welcomed Katie Bell as our new Vice President for Communications & Marketing
- Commencements, May 16-17

12. Comments from the Chairman of the Board

Senator Yaw expressed that he always looks forward to the three commencement ceremonies in May. He stated it is a gratifying experience greeting the graduates as they cross the stage at the Community Arts Center to shake hands.

13. Public Comments

None

14. Adjournment

The meeting was adjourned at 3:46 pm.

Respectfully submitted,

Lisa L. Mendler

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