

LEHIGH CARBON COMMUNITY COLLEGE  
Minutes of the Meeting of the Board of Trustees  
June 5, 2014  
Volume 49

The scheduled regular meeting of the Board of Trustees of Lehigh Carbon Community College was held on Thursday, June 5, 2014, in the Don Mershon Conference Room at the Community College. Mr. Mohr, Board Chair, convened the meeting at 7:00 p.m.

Members Present:

Mr. Joseph A. Alban  
Mrs. Annabelle B. Creveling  
Mr. Samuel P. DeFrank  
Mr. Paul C. Fisher, Jr.  
Mr. Mathias J. Green, Jr.  
Mr. Matthew T. Korp  
Ms. Audrey L. Larvey

Mrs. Roberta M. Marcus  
Mr. William Miracle  
Mr. Kenneth H. Mohr, Jr.  
Mr. William Santore, Jr.  
Mrs. Ann L. Thompson  
Mr. Michael J. Torbert

Staff Present:

Dr. Ann D. Bieber, Interim President  
Mrs. Ann C. Conte, Office Assistant to the President's Office  
Dr. John Hefner, Associate Professor of Bio-Technology and Chemistry  
Mr. Creed Hyatt, Associate Professor of Social Sciences  
Mr. Brian L. Kahler, Interim Vice President for Finance and Facilities

Counsel Present:

Attorney Jerome B. Frank

Press Present:

None

Others Present:

Ms. Caitlin Brown, LCCC Graduate Student  
Mr. and Mrs. Brown, Parents of Caitlin Brown  
Mr. Nathan Christie, LCCC Graduate Student  
Mr. and Mrs. Christie, Parents of Nathan Christie

Opening Remarks Mr. Mohr extended a welcome to Dr. John Hefner on the attendance of his first Board of Trustees meeting. Mr. Mohr announced that Dr. Hefner will be replacing Mr. Creed Hyatt as the president of the LCCC Faculty Association.

Minutes of May 1, 2014 On a motion by Mr. Miracle, seconded by Mr. Santore, the minutes of the May 1, 2014 meeting were approved as written.

Treasurer’s Report Mr. Alban presented the Treasurer’s Report as listed below:

Cash Balance 4/1/14	\$25,242,631.00
Receipts	<u>+3,495,499.00</u>
Total	\$28,738,130.00
Disbursed	<u>-4,303,866.00</u>
Cash Balance 4/30/14	<u>\$24,434,264.00</u>

Nominating Committee and Election of Officers On behalf of the Nominating Committee comprised of Mr. Torbert (Chair), Mr. Green, Mr. Korp, Ms. Larvey, and Mr. Santore; Mr. Torbert placed the following names in nomination to serve as officers of the Board of Trustees during the 2014-2015 fiscal year.

- Chair ..... Ms. Audrey L. Larvey
- Vice Chair .....Mrs. Roberta M. Marcus
- Secretary ..... Mr. Randall L. Smith
- Treasurer ..... Mr. Joseph A. Alban
- Assistant Treasurer ..... Mr. Brian L. Kahler
- Assistant Secretary ..... Mrs. Ann C. Conte

Mr. Torbert stated that since Ms. Larvey was a member of the Nominating Committee, she was not included in the vote for Chair; however, she was unanimously nominated by the other four members of the committee.

Mr. Miracle voiced concern that this nomination broke the long-standing tradition of the former Vice Chair becoming the new Chair. Mr. Miracle then stated he would like to bring to the floor the nomination of Mrs. Thompson for Chair. Mrs. Thompson respectfully declined the nomination stating she was happy with the nominations as presented. A motion was made by Mr. Santore, seconded by Mrs. Creveling, and the vote was unanimous to approve the new slate of officers as presented by Mr. Torbert.

## President's Report

Interim President Dr. Bieber reviewed the June 2014 issue of the President's Desk and reported the following:

- Dr. Bieber reported that it was a very exciting month on campus with many activities going on including the May graduation.
- Dr. Bieber commented that Mr. Bill Davison of the Davison Group was on campus to discuss the Strategic Plan. Mr. Davison's report will be submitted to the Community and Government Relations/Strategic Planning Committee in July. Dr. Bieber stated that Mr. Davison commented to the group that he observed where people sat and listened to the dialogue before the meeting began in order to evaluate the collegial relationships in place. He also spoke of the importance of preserving the history of the plan and asked each individual to write a paragraph to log their perspectives of the development and implementation of the plan.
- Dr. Bieber also reported a great evening was spent with the Bucknell graduates and their families. She reported that a group of four students will be attending the six-week long Summers Scholars Program at Bucknell. She also stated that Victoria Klein, president of the Student Government Association, will attend Bucknell in the fall on a full tuition scholarship. She reported that some of the graduates include a Doctor of Optometry and also several lawyers. She also reported that even though the Jack Cooke Foundation has ended, the president of Bucknell has kept the funding stream going.
- Dr. Bieber stated that during a legislative update conference call, PACCC President Elizabeth Bolden reported that 2014-2015 budgetary discussions currently reflect the community colleges at the 2011-2012 levels. She continued that President Bolden reported that there may be another source of funds and that the Commission has asked the community colleges to reach out to the Republican leadership on why additional funding is needed. Mrs. Marcus commented that the funding situation is critical. Dr. Bieber stated the Commission is watching Senate Bill 1000 and Senator Scarnati is supportive of it. The bill has not yet been scheduled for consideration.

- Dr. Bieber encouraged the Board to take a look at the President's web page which contains information on President's Cabinet, Trustees, and a page for comments.

Personnel and Curriculum  
Committee

Mrs. Creveling reported there was a Program Presentation scheduled for this evening.

Mrs. Creveling then introduced Mr. Nathan Christie of Allentown who majored in General Studies and graduated from LCCC in May. Mrs. Creveling proceeded to read a short biography of Mr. Christie's accomplishments while attending LCCC.

Mr. Christie then addressed the Board and thanked them for all they do to provide the students of LCCC with the best education possible. He stated that he initially received negative feedback from peers when he first came to LCCC, but stated it was his best decision and that LCCC provided him with unparalleled opportunities. He continued that the Honor Scholars Program challenged him and allowed him to grow as a student and individual. He also extended a special thank you to Ms. Gene Eden for being a wonderful role model stating that her organization and exhaustive efforts are truly commendable. He concluded with the quote "Do not go where the path may lead, but go instead where there is no path and leave a trail."

Mrs. Creveling then presented to Mr. Christie, on behalf of the Board of Trustees, a plaque in recognition of his academic achievements and selection as a member of the All-PA Academic Team.

Mrs. Marcus then introduced Ms. Caitlin Brown of Orefield who majored in Psychology and graduated from LCCC in May. Mrs. Marcus proceeded to read a short biography of Ms. Brown's accomplishments while attending LCCC.

Ms. Brown then addressed the Board stating that LCCC and Phi Beta Kappa had enabled her to excel. She stated she had formed many friendships at LCCC and found a real sense of community within the college. She continued that her role as Recording Secretary for Phi Theta Kappa helped her to become more professional and confident. She stated the Vagina Monologues were her most courageous adventure and helped her to develop all facets of herself. She then thanked the Board for all they do for the college.

Mrs. Marcus then presented to Ms. Brown, on behalf of the Board of Trustees, a plaque in recognition of her academic achievement and selection as a member of the All-PA Academic Team, and also recognition for being chosen as the 2014 Coca-Cola New Century Scholar.

Mrs. Creveling then presented the following resolutions:

Resolution 49.51

Appointment of Solicitor

This resolution appointing Mr. Jerome B. Frank as Solicitor for the fiscal year 2014-2015 was approved by a vote of 12 Yea, 0 Nay.

Resolution 49.52

Faculty Sabbatical Leave for 2014-2015 Academic Year

This resolution granting sabbatical leave for Mr. John Nardone, Assistant Professor of English was approved by a vote of 12 Yea, 0 Nay.

Resolution 49.53

Schedule of Regular Board Meetings for Fiscal Year 2014-2015

This resolution establishing the dates for the 2014-2015 Board of Trustees meetings at the Schnecksville campus was approved by a vote of 12 Yea, 0 Nay.

Resolution 49.54

College Policies and Procedures Manual Amendment – Code of Student Conduct

After some discussion, this resolution for amendment to the College's Policies and Procedures Manual, Section 8, Code of Student Conduct was approved by a vote of 12 Yea, 0 Nay.

Mrs. Creveling then asked Ms. Larvey to present the next resolution.

Ms. Larvey stated it was her honor to move to action the following resolution:

Resolution 49.55

Appointment of President – Dr. Ann Bieber

This resolution approving the appointment of Dr. Ann Bieber as President of Lehigh Carbon Community College commencing on July 1, 2014 was approved by a vote of 12 Yea, 0 Nay.

Resolution 49.56

Settlement Agreement and Release

This resolution accepting and approving the Settlement Agreement

and Release as outlined and signed on May 29, 2014 was approved by a vote of 12 Yea, 0 Nay.

Mrs. Creveling then commented that there were some questions raised regarding the Route 309 electronic signage and that Attorney Frank would be addressing these concerns at a later date.

Mr. Miracle questioned why some positions posted on the Open Job Report were not filled in a timely manner. Dr. Bieber addressed the concern stating that some move quickly, while other positions have reasons why they are not filled as quick.

A complete report of this committee is contained in its minutes of May 19, 2014.

Finance and Insurance  
Committee

Mr. Torbert reviewed this committee's minutes of its meeting of May 19, 2014.

Mr. Torbert asked if there were any questions regarding the minutes. Mr. Miracle stated that insurance costs had increased by 8% with no additional insurance provided. Mr. Kahler addressed his concern stating that there were overall increases across the State and that premiums from the last few years were lower than peer groups. He stated that the college had been receiving the benefit of reduced rates and is now moving back more in line with the marketplace.

A complete report of this committee is contained in its minutes of May 19, 2014

Building and Site  
Committee

Mr. Alban stated that this committee did not meet.

Mr. Alban thanked all who attended the bus trip to visit the different sites. Mrs. Marcus commented that the trip gave her sense of perception and was enjoyable. Mr. Mohr stated that possibly another trip could be planned for the new members of the Board.

Mr. Alban continued that updates to the Donley Center will be on the agenda for the future. Mr. Kahler then commented that some painting and other general repairs had already begun and that bids would be going out shortly for additional renovations.

Community and  
Government  
Relations/Strategic  
Planning Committee

Ms. Larvey reported that this committee did not meet.

Joint Coordinating  
Committee

Mr. Miracle asked Ms. Larvey to comment on the minutes as he was unable to attend the meeting. Ms. Larvey stated that Mr. Reinbold presented a wonderful video on the SHINE program. She also stated that LCCC Associate Dean, Brian DeLong, gave a presentation on a community grant project, which will provide case managed support in three phases for at-risk students to help them attain an associate degree or transfer to a four-year institution. She reported that there were a lot of positives at this meeting, and it showed that all are working together.

Mr. Miracle commented that the ACES program, which has been around for a long time, is under-utilized and felt this was positive program that should be propagated in the future.

A complete report of this committee is contained in its minutes of May 16, 2014.

Presidential Search  
Committee

Ms. Larvey stated, "We have a President." She reported that the process was a good experience and that she was very happy with the outcome and was looking forward to a positive future. She reported that the committee did a most thorough, accurate, and ethical search. She commended Greenwood/Asher and Associates, Inc. for bringing a lot of good candidates to the table and for the guidance they provided, which she said was always quick with expertise behind their opinions. She further stated, "If we had done it differently, people might have questioned our way."

Mr. Mohr commented that previous searches have been done by the Board themselves, but the decision to hire an outside consultant was a good choice.

Mr. Mohr then presented flowers to Ms. Larvey on behalf of the Board of Trustees in appreciation of all her efforts. Ms. Larvey thanked the Board for the opportunity.

## LCCC Foundation

Mrs. Creveling reported that the Golf Classic will be held on August 4 at the Woodstone Country Club and that the mailing for the event will be going out shortly. She reported \$3,000 already committed to the November 7 and 8 Fall Festival. She stated that the Foundation is fiscally sound and has grown.

## Old Business

None.

## New Business

Mrs. Creveling commented on the bicentennial pictures that she gifted to the college and stated she would like to have some of them reframed.

## Announcements

Mr. Mohr announced that an Executive Session was held on May 12 to discuss personnel issues, and on June 5 at 6:45 p.m. there was an Executive Session to discuss litigation. He also reported that ballots for the new Trustee-at-Large will be counted on June 11 in the President's Conference Room.

Mr. Mohr also reported it was Mr. Torbert's final Board meeting and thanked him for all his years of service and dedication. Mr. Torbert thanked the Board for the opportunity to serve stating that he was a graduate of LCCC and was proud of how the school had progressed over the years.

Mr. Miracle then announced it was Mr. Mohr's last meeting as Chair and Mrs. Thompson's as Vice Chair. Mr. Mohr said it was his pleasure to have served as Chair of the Board.

## Adjournment

The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Ann C. Conte  
Assistant Secretary,  
Board of Trustees  
Lehigh Carbon Community College