

LEHIGH CARBON COMMUNITY COLLEGE
Minutes of the Meeting of the Board of Trustees
October 4, 2012
Volume 48

The scheduled regular meeting of the Board of Trustees of Lehigh Carbon Community College was held on Thursday, October 4, 2012, 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	Mr. William Miracle
Mr. Robert M. Cohen	Mr. Kenneth H. Mohr, Jr.
Mrs. Annabelle B. Creveling	Mr. William Santore, Jr.
Mr. Mathias J. Green, Jr.	Mr. Randall L. Smith
Mr. David R. Hunsicker	Mr. Larry E. Stern
Mr. Matthew T. Korp	Mrs. Ann L. Thompson
Ms. Audrey L. Larvey	Mr. Michael J. Torbert
Mr. Thomas F. Mantz	

Staff Present:

Dr. Ann D. Bieber, Senior Vice President for Administrative Services
Mr. Creed J. Hyatt, Assistant Professor of Social Sciences
Dr. Thomas C. Leamer, Vice President for Academic Services and Student Development
Dr. Carrie F. Myers, Professor of English
Mrs. Diana M. Ravert-Spanitz, Office Assistant to the President's Office
Mr. Larry W. Ross, Vice President for Finance and Facilities
Dr. Donald W. Snyder, President

Counsel Present:

Attorney Jerome B. Frank

Press Present:

None

Others Present:

None

Executive Session Mr. Mohr announced that an Executive Session to discuss personnel matters will be held following this evening's regular Board meeting.

Minutes of September 6, 2012 On a motion by Mrs. Creveling, seconded by Mr. Miracle, the minutes of the September 6, 2012, meeting were approved.

Treasurer's Report Mr. Mantz presented the Treasurer's Report as listed below:

Cash Balance 8/1/12	\$21,588,600.00
Receipts	+ <u>5,825,200.00</u>
Total	\$27,413,800.00
Disbursed	- <u>4,624,200.00</u>
Cash Balance 8/31/12	<u>\$22,789,600.00</u>

President's Report President Snyder reviewed the September 2012 issue of the *President's Desk* and reported the following:

- President Snyder attended the Inauguration Ceremony of Dr. Mark Erickson at Northampton Community College held during the college's 45th anniversary celebration. We are looking forward to continued collaboration with NCC during Dr. Erickson's tenure.
- The press conference announcing the extension of the John E. Morgan Foundation Scholarship was a success.
- The SHINE Program will be hosting the "SHINE On Celebration" at the Panther Valley High School on October 18, 2012. At the celebration, the students will be demonstrating the skills they have learned through the program.
- President Snyder expressed his appreciation of Carl Peckitt and Erv Mease for their dedication during the power outage and subsequent issues that occurred at the college on October 4. Mr. Peckitt and Mr. Mease were both on hand throughout the evening and early morning to ensure the integrity of the electrical systems, buildings, grounds, and computer systems.
- The presentation of the Collegiate Award of Distinction to Dr. Clyde K. Hornberger will be held on Wednesday, October 24 at 6:00 p.m. at LCTI. All trustees are invited, along with the superintendents from the 13 Lehigh County school districts.

- Dr. Leamer briefed the Board on a new program “Science In Motion” that LCCC was selected to host. The program is funded by the Pennsylvania Department of Education and will provide vans with mobile educators to serve regional schools, including the 13 sponsoring school districts, with multiple sets of science equipment and supplies needed to give every student a hands-on experience. This program will allow for awareness of the three new degrees in Biology, Physics, and Chemistry that the College plans to begin offering in 2013.

Personnel and
Curriculum Committee

Mrs. Creveling reviewed this committee’s minutes of its meeting of September 24, 2012.

Dr. Leamer then introduced Dr. Carrie F. Myers, Professor of English.

Program Presentation

Dr. Myers reported on her sabbatical leave, which occurred in Fall 2011, on the topic of areas of low-engagement indicated on the Community College Survey of Student Engagement (CCSSE) report.

Discussion followed on transportation to the main campus from the satellite campuses.

A complete report of this committee is contained in its minutes of September 24, 2012.

Finance and Insurance
Committee

Mr. Hunsicker reviewed this committee’s minutes of its meeting of September 17, 2012.

Mr. Hunsicker then stated that Resolution 48.10 – Designation of Fiscal Year 2011-2012 Increase in Unrestricted Net Assets will not be voted on. The Committee will await the completion of the audit prior to putting the resolution before the Board.

A complete report of this committee is contained in its minutes of September 17, 2012.

Building and Site
Committee

Mr. Alban reviewed this committee’s minutes of its meeting of September 17, 2012.

Discussion followed on the need to develop contingency plans for maintaining key college administrative services in case of an emergency.

A complete report of this committee is contained in its minutes of September 17, 2012

Community and Government Relations / Strategic Planning Committee	Mr. Torbert reported this committee did not meet in September. The next meeting will be held on Tuesday, October 9. Mr. Torbert reminded the Board of the upcoming PACCC Regional All Trustees Meeting being held at Northampton Community College on November 15, 2012.
Joint Coordinating Committee	Mr. Miracle reviewed this committee's minutes of its meeting of September 21, 2012. The next meeting will be held on November 16. A complete report of this committee is contained in its minutes of September 21, 2012.
Foundation	Mrs. Creveling reminded trustees of the Scholarship Fall Holiday Classic scheduled for Friday, November 9 th and Saturday, November 10 th , from 10:00 a.m. to 5:00 p.m. each day in the Community Services Center. Mrs. Creveling also announced the LCCC Alumni and Staff Mixer being held at Blue Mountain Vineyards on Friday, October 5 from 7:00 p.m. to 9:00 p.m.
Old Business	None.
New Business	Mrs. Creveling shared a thank you letter from Heather Kuhns.
Announcements	Mr. Mohr reminded the Board of the Executive Session following this meeting.
Adjournment	The meeting adjourned at 7:55 p.m.

Respectfully submitted,



Randall L. Smith
Secretary
Board of Trustees
Lehigh Carbon Community College