

LEHIGH CARBON COMMUNITY COLLEGE
Minutes of the Meeting of the Board of Trustees
January 3, 2013
Volume 48

The scheduled regular meeting of the Board of Trustees of Lehigh Carbon Community College was held on Thursday, January 3, 2013, 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
Dr. Thomas C. Leamer, Vice President for Academic Services and Student Development
Mrs. Diana M. Ravert-Spanitz, Office Assistant to the President's Office
Dr. Donald W. Snyder, President

Counsel Present:

Attorney Jerome B. Frank

Press Present:

None

Others Present:

None

Executive Session Mr. Mohr stated that the executive session that was to be held prior to this evening's Board meeting was cancelled.

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

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

Cash Balance 11/1/12	\$19,006,300.00
Receipts	+ <u>2,043,000.00</u>
Total	\$21,049,300.00
Disbursed	- <u>3,920,400.00</u>
Cash Balance 11/30/12	<u>\$17,128,900.00</u>

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

- Dr. Snyder informed the Board that the enrollment count was down 2% for the Spring semester but the students dropped prior to the holiday because of incomplete financial aid applications were still being contacted. A more accurate enrollment report should be available for the January Finance and Insurance Committee meeting.
- Dr. Snyder shared a thank you letter from Dr. Hornberger regarding the Collegiate Award of Distinction he received from Lehigh Carbon Community College.
- LCCC has engaged the firm of Long, Nyquist and Associates to aid in the Redevelopment Assistance Capital Program (RACP) grant request for Carbon County.

Personnel and Curriculum Committee Mrs. Creveling reported this committee did not meet in December but reviewed items by way of mail.

Resolution 48.17 Mr. Mohr stated that this resolution has been withdrawn.

Finance and
Insurance Committee

Mr. Torbert reviewed this committee's minutes of its meeting of December 17, 2012.

Mr. Torbert then presented the following resolutions:

Resolution 48.18

Tuition, Fees, and Refund Schedule Amendment

This resolution approving and establishing the tuition, fees, and refund schedule for the fall semester of the 2013-2014 academic year was approved by a vote of 14 Yea, 0 Nay.

Resolution 48.19

Course Fees for Courses with Associated Costs

This resolution approving and establishing the fee schedule for courses with associated costs effective for the fall 2013 semester was approved by a vote of 14 Yea, 0 Nay.

Resolution 48.20

Fees for the Early Learning Center

This resolution approving the fee schedule for the Early Learning Center, effective July 1, 2013, was approved by a vote of 14 Yea, 0 Nay.

Resolution 48.21

2013-2014 Operating and Debt Service/Lease Budgets

This resolution approving the proposed Operating and Debt Service/Lease Budgets for the fiscal year 2013-2014 was approved by a vote of 14 Yea, 0 Nay.

Resolution 48.22

2013-2014 Capital Budget

This resolution approving the proposed Capital Budget for the fiscal year 2013-2014 was approved by a vote of 14 Yea, 0 Nay.

Resolution 48.23

2013-2014 Student Government Association Budget

This resolution approving the proposed Student Government Association Budget for the fiscal year 2013-2014 was approved by a vote of 14 Yea, 0 Nay.

Resolution 48.24

2013-2014 Current Restricted Fund-Auxiliary Budget

This resolution approving the proposed Auxiliary Fund Budget for the fiscal year 2013-2014 was approved by a vote of 14 Yea, 0 Nay.

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

Building and Site Committee Mr. Alban reviewed this committee's minutes of its meeting of December 17, 2012.

Mr. Alban then presented the following resolution:

Resolution 48.25

Gift from the Lehigh Carbon Community College Foundation

This resolution authorizing and directing the Administration on behalf of the College to accept the gift of the property located at 4536 Route 309, Schnecksville, PA was approved by a vote of 14 Yea, 0 Nay.

Mr. Alban thanked the Foundation for their generous gift, noting that the demolition of the PennDOT and Foundation's acquired properties along Route 309 is set to begin in January.

Mr. Alban stated that there will be an executive session following this evening's meeting to discuss a real estate matter.

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

Community and Government Relations / Strategic Planning Committee

Mr. Torbert stated this committee did not meet in December.

Joint Coordinating Committee

Mr. Miracle stated that this committee did not meet in December. The next meeting is scheduled for Friday, January 18, 2013. He invited all trustees to attend and recommend any ideas for discussion.

Foundation

Mrs. Creveling stated that the Clay Shoot is scheduled for Friday, April 26.

Old Business

Dr. Snyder informed the Board that Senator Mensch is introducing legislation to create a task force on the affordability of community college education. The task force will examine and make recommendations on the viability and sustainability of the current community college funding model, accessibility of community college services across the Commonwealth, and the long-term affordability and accessibility of a community college education for Pennsylvania residents.

The Board of Trustees' Retreat will be held on Monday, January 7.

Discussion was held on the strategic goals created by the Board and how they will be integrated into the new strategic plan. It was noted that collaboration between the Board and the Steering Committee will be coordinated through Ms. Larvey, who is on the taskforce for the new strategic plan.

New Business	None.
Announcements	Mr. Mohr stated there will be an executive session following this evening's Board meeting.
Adjournment	The meeting was adjourned at 7:42 p.m.
Executive Session	An executive session of the Board of Trustees was held to discuss a real estate matter.

Respectfully submitted,



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