

LEHIGH CARBON COMMUNITY COLLEGE
Minutes of the Meeting of the Board of Trustees
February 4, 2016
Volume 51

The scheduled regular meeting of the Board of Trustees of Lehigh Carbon Community College was held on Thursday, February 4, 2016, in the Don Mershon Conference Room at the Community College. Ms. Larvey, Chair, convened the meeting at 7:00 p.m.

Members Present:

Mr. Joseph A. Alban	Ms. Audrey L. Larvey
Mrs. Annabelle B. Creveling	Mrs. Roberta M. Marcus (via telephone)
Mr. Willard G. Dellicker	Mr. William Miracle
Mr. Paul C. Fisher, Jr.	Mr. Kenneth H. Mohr, Jr.
Mr. Mathias J. Green, Jr.	Mr. William Santore, Jr.
Mr. Matthew T. Korp	Mrs. Ann L. Thompson
Mr. David L. Krause	

Staff Present:

Ms. Linda Baker, Executive Director of College Relations
Dr. Ann D. Bieber, President
Mrs. Cindy Brooks, Executive Assistant to the President and Board of Trustees
Ms. Cindy Haney, Vice President for Enrollment Management
Dr. John Hefner, Associate Professor of Chemistry and Bio-Technology
Mr. Brian L. Kahler, Vice President for Finance and Administrative Services
Dr. Thomas Meyer, Vice President for Academic Services and Student Development
Mr. James Surgeoner, Director of Public Safety

Counsel Present:

Attorney Jerome B. Frank

Press Present: None

Others Present:

Congressman Charles W. Dent
Mr. Bruce Krell, Field Representative for Congressman Louis J. Barletta
Ellen E. Kern, Chief of Staff for Senator Patrick Browne
State Representatives Gary Day, Ryan Mackenzie, and Peter Schweyer
Mr. Tom Muller, Lehigh County Executive
Mr. Wayne Nothstein, Carbon County Commissioner
Mr. Ismael Arcelay, Allentown Mayor's Office

Recognition of
LCCC's 50th
Anniversary

Ms. Larvey welcomed this evening's special guests who were in attendance at the meeting to present legislative and local governmental congratulatory citations in recognition of the college's 50th anniversary. She noted that a citation was previously received by U.S. Senator Pat Toomey on behalf of the U.S. Senate. She then received the following presentations:

- Congressman Dent – wall plaque and bound copy of the Congressional Record on behalf of the U.S. House of Representatives
- Bruce Krell for Congressman Barletta – Congressional Record on behalf of the U.S. House of Representatives
- Ellen Kern for State Senators Browne, Argall, Boscola, and Yudichak on behalf of the Senate of Pennsylvania
- State Representatives Day, Mackenzie, and Schweyer on behalf of the House of Representatives of Pennsylvania
- Lehigh County Executive Tom Muller on behalf of the County of Lehigh
- Carbon County Commission Wayne Nothstein on behalf of Carbon County
- Ismael Arcelay for Allentown Mayor's Office on behalf of the City of Allentown

Minutes of
January 7, 2016

Mrs. Thompson requested the January 7 minutes be amended to read, "Mr. Green and the committee members then presented the following resolutions for approval:" where that sentence occurs under the Finance and Insurance Committee report.

On a motion by Mrs. Thompson, seconded by Mr. Fisher, the minutes of the January 7, 2016 meeting, as amended, were approved.

Treasurer's Report

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

Cash Balance 12/1/15	\$17,542,121.00
Receipts	<u>+2,191,534.00</u>
Total	\$19,733,655.00
Disbursed	<u>-4,674,262.00</u>
Cash Balance 12/31/15	<u>\$15,059,393.00</u>

Mr. Alban noted the receipt of \$7M in state funds and further noted the favorable interest rates of several of the college's bankers.

President's Report

- Dr. Bieber reported on a busy and exciting month on campus, including the great accomplishments within our Aviation Program. This has been led by Dr. Meyer and today they were at the FAA along with our new faculty member Mark Reimann and Aram Basmadjian for pictures as we received our Certification as a 141 Flight School. The FAA Director of Operations was extremely excited that LCCC pursued this opportunity – as he said it is good for the students and the FAA because they are assured pilots are trained efficiently and effectively for a professional career.
- Dr. Bieber spoke with Senator Brown's Office and he believes the earliest that the state would have a budget is after the primaries in late April. President Bolden at the Commission said that it seems that the general plan is for members to introduce language to restore the Governor's cuts. Then all language will be loaded into a single bill to be sent to the Governor next Monday or Tuesday. She also spoke with Senator Argall and he said that this is the new normal.
- Mrs. Marcus reported that the Governor will propose an increase in education funding.
- Dr. Bieber noted we are working to continue to strengthen our relationships with our sponsoring school districts and Dr. Meyer and Cindy Haney will be visiting the dual enrollment representatives at all school districts. Today they began the meetings with Northern Lehigh School District and there are several new opportunities that came from the discussion.
- Dr. Bieber referenced the article in the President's Desk of Dr. Meyer's recent appointment to the American Conference of Academic Deans (ACAD), which is a first for a representative from a community college, so we are very proud of him.

- Dr. Bieber attended yesterday's SkillsUSA Competition and related it was just outstanding to watch the students compete.
- Lastly, Dr. Bieber alerted everyone to look for the February 21 Morning Call which will contain a supplement including an article all about our 50th anniversary. Mrs. Marcus requested paper copies be provided to trustees, if requested.
- Mr. Kahler noted the posting of the current Sponsor District Budget Approval schedule. He also noted positive comments at last evening's budget presentation at Northwestern Lehigh and that he and Dr. Bieber will be attending several sponsor district school board meetings throughout the budget approval process.
- Dr. Meyer reported review of course scheduling of hybrid courses which PHEAA requires be at least 50% face-to-face and leveraging the use of hybrid courses to help build enrollment. Further, he reported on the recent NAEYC reaccreditation for which no recommendations were required and summed up that it is a "feather in our cap."
- Ms. Haney reported that Spring 2 begins February 19 and the focus is now on summer and fall. Additionally, new campaigns are in the works geared toward adult students and LCCC Online.

Finance and
Insurance Committee

Mr. Alban, on behalf of Mr. Green, reviewed this committee's minutes of its meeting of January 18, 2016.

Mr. Miracle commented that Southern Lehigh seems to better understand and appreciate what the college is doing and the financial savings parents realize when their children attend LCCC compared to starting off at a four-year institution.

Mr. Alban thanked Mr. Fisher for suggesting the challenge for trustees to share with their school boards the three short video "snippets" which showcase the college. Mr. Fisher expanded upon the challenge by suggesting trustees reach out to school administrators to load the videos on their respective Facebook page.

A complete report of this committee is contained in its minutes of January 18, 2016.

Building and Site
Committee

Mr. Fisher stated the Building and Site Committee did not meet in January.

Community and
Government
Relations Committee

Mr. Mohr reviewed the minutes of this committee's meeting of January 11, 2016. He updated the Board that the annual trustee dinner was held during the holiday season and/or late spring for many years and that, last year, the focus shifted to recognizing Dr. Bieber as the new president. Due to budget cutbacks this year, and without a state budget to date, Mr. Mohr opened the floor for discussion on whether to forego the dinner this year, or have the dinner with everyone paying their own way, or other suggestions. Mrs. Marcus suggested foregoing the dinner but donating the cost of the dinner to create a scholarship.

Mr. Mohr asked for a show of hands, and the majority vote went to having a dinner and attendees pay their own way. He stated several dates will be gathered and shared with the Board.

Discussion continued on the topic of adding a Public Comment section(s) on the monthly Board meeting agenda. Some trustees felt the time limit for an individual should be 5 minutes at the maximum and not left to the discretion of the Board Chair to permit longer comment. Also, what is the answer to the possibility that a member of the general public wishes to have the floor to discuss a topic other than the specifically excluded topics and what discretion does the Board Chair have in that case. Mr. Korp offered to review the suggested procedures wording for more clarity. In concert with this topic, Attorney Frank encouraged the Board to consider reviewing its bylaws, both of which will be incorporated in the Policies and Procedures Manual currently under review.

Mr. Mohr then presented the following resolutions for approval:

Resolution 51.31

Naming of the Donald B. and Dorothy L. Stabler Baseball Field

This resolution approving the naming of the college baseball field was approved by a vote of 12 Yea, 0 Nay.

Resolution 51.32

Naming of the Dorothy Rider Pool Healthcare Sciences Simulation Laboratory

This resolution approving the naming of the college Nursing Simulation Laboratory was approved by a vote of 12 Yea, 0 Nay.

Resolution 51.33

Naming of the Yvette Palmer Conference Room

This resolution approving the naming of a college conference room was approved by a vote of 12 Yea, 0 Nay.

Resolution 51.34

Naming of the Philip and Muriel Berman Foundation Art Room

This resolution approving the naming of the college art room was approved by a vote of 12 Yea, 0 Nay.

Resolution 51.35

Naming of the John E. Morgan Allied Health Office Suite

This resolution approving naming of the college Allied Health Office Suite was approved by a vote of 12 Yea, 0 Nay.

Resolution 51.36

Naming of the George Elison Technology Coordinator Office

This resolution approving the naming of the college Technology Faculty Coordinator Office was approved by a vote of 12 Yea, 0 Nay.

Resolution 51.37

Naming of the Arcadia Foundation Arts Community Room

This resolution approving the naming of the college Arts Community Room was approved by a vote of 12 Yea, 0 Nay.

Resolution 51.38

Naming of the Lehigh Valley Community Foundation Conference Room

This resolution approving the naming of a college conference room was approved by a vote of 12 Yea, 0 Nay.

A complete report of this committee is contained in its minutes of January 11, 2016.

Joint Coordinating
Committee

Mr. Miracle reviewed this committee's minutes of its meeting of January 15. He added how wonderful it is meeting LCCC students such as the student in the Dual Enrollment program and CLIU students in the Tech Wizards coding program, and he acknowledged the positive impact of the Scheller-Woodman Scholarship program in attracting LCTI students to enroll at the college.

Strategic Planning
Committee

Mrs. Thompson reviewed the minutes of this committee's meeting of January 11, 2016, calling attention to a focus on diversity as part of the strategic plan.

LCCC Foundation

Mrs. Creveling distributed an All Events Foundation brochure. She announced the Clay Shoot will be held April 29 and includes inviting more women participants and changing up the food to a clambake. The Golf Classic at Woodstone Country Club is set for August 1, and the Fall Festival is scheduled for November 11-12.

Mrs. Creveling then acknowledged the special recognition at a recent Phantoms ice hockey game that was given to Mr. Dellicker in honor of his military service and veteran status.

Old Business

Ms. Larvey reminded trustees to keep in mind that this year's Commencement ceremony logistics will be different because of it being held off campus at the PPL Center and for related reasons. As details become available, they will be provided to trustees.

New Business

Mrs. Thompson read an email that was sent to the East Penn School Board President from an individual inquiring if Mrs. Thompson attends school board meetings. She searched and found an individual with the same name who is affiliated with Penn State Department of Statistics, and she asked if any other trustees were aware of their school board presidents being contacted by this person.

Mr. Krause informed the trustees that the Lehigh School Board was unable to choose a school director to fill the vacant seat. It will now be determined by a judge at a hearing on March 4.

Announcements

Mrs. Creveling reported she will be meeting with the ASD Board President regarding budget approval. She also noted a Morning Call article she was interviewed for in conjunction with our 50th anniversary.

Mr. Santore shared the news that Mr. William Ackerman, retired trustee, passed away today.

Mr. Miracle encouraged trustees to attend the upcoming PACCC Annual Meeting and Lobby Day, April 4-5.

Mr. Mohr acknowledged the efforts of the administrative staff in securing donor gifts that resulted in this evening's naming resolutions. Dr. Bieber noted that more gifts are anticipated and will be brought forward in additional naming resolutions in March.

Ms. Larvey reiterated congratulations to Mr. Dellicker on his recognition as a veteran at the recent ice hockey game. Mr. Dellicker related he did not know anything about it in advance and that he was very humbled by the honor.

Attorney Frank announced that trustees were invited to stay past the conclusion of the meeting for some conversation.

Adjournment

The February 2016 Board of Trustees meeting was adjourned at 8:53 p.m.

Respectfully submitted,

Cindy L. Brooks
Executive Assistant to the President and Board of Trustees
Lehigh Carbon Community College

/clb
Attachments