

LEHIGH CARBON COMMUNITY COLLEGE  
Minutes of the Meeting of the Board of Trustees  
December 4, 2008  
Volume 44

The scheduled regular meeting of the Board of Trustees of Lehigh Carbon Community College was held on Thursday, December 4, 2008, in the Don Mershon Conference Room at the Community College. Mr. Green, Chairman, convened the meeting at 7:00 p.m.

Members Present:

|                             |                          |
|-----------------------------|--------------------------|
| Mr. Joseph A. Alban         | Mr. Kenneth H. Mohr, Jr. |
| Mr. Robert M. Cohen         | Mr. William Santore, Jr. |
| Mrs. Annabelle B. Creveling | Mr. Randall L. Smith     |
| Mr. Mathias J. Green, Jr.   | Mr. Larry E. Stern       |
| Mr. David R. Hunsicker      | Mrs. Ann L. Thompson     |
| Ms. Audrey L. Larvey        | Mr. Michael J. Torbert   |
| Mr. Thomas F. Mantz         | Mr. Joseph C. Volk       |

Staff Present:

Ms. Ann D. Bieber, Vice President of Strategic College and Workforce Initiatives  
Ms. Cindy L. Brooks, Administrative Secretary to the Board of Trustees  
Ms. Rachel Plaksa, Professor of Business, and other Faculty  
Mr. Larry W. Ross, Vice President-Controller  
Mr. Donald W. Snyder, President  
Tri-Cees Choral Group

Counsel Present:

Attorney Jerome B. Frank

Press Present:

None

Others Present:

Ms. Helen Ryan, Presidential Ambassador

Minutes of  
November 6, 2008

On a motion by Mrs. Creveling, seconded by Mr. Santore, the minutes of the November 6, 2008, meeting were approved.

Treasurer's Report

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

|                       |                        |
|-----------------------|------------------------|
| Cash Balance 10/1/08  | \$ 17,115,600.00       |
| Receipts              | + <u>2,920,600.00</u>  |
| Total                 | \$20,036,200.00        |
| Disbursed             | - <u>9,584,000.00</u>  |
| Cash Balance 10/31/08 | <u>\$10,452,200.00</u> |

President's Report

President Snyder reviewed the November 2008 issue of the *President's Desk* and reported that:

- Several sponsor schools' holiday concerts will be aired by WXLV.
- The Morgan Foundation held their semi-annual meeting in the Alumni Center on main campus.
- December graduate recognition ceremony is scheduled for December 17, with a record 104 graduates.
- The main campus Bookstore will soon move into the ARC Building.
- Since 2001, the college has offered a program for laid-off workers who meet specific criteria and it includes a tuition-free semester.

Personnel and  
Curriculum  
Committee

Mrs. Creveling introduced the Tri-Cees (Cougar Community Chorale) who performed two selections of holiday music under the direction of Ms. Barbara Haberern at the keyboard.

Mrs. Creveling then reviewed the minutes of this committee's meeting of November 17, 2008, including updating the Board on the Vice President search. Mr. Alban inquired about the content of the job qualifications/description and requested a copy of that information.

Mrs. Creveling then presented the following resolution:

Resolution 44.25

Interim Vice President for Academic and Student Affairs

This resolution approving Dr. Nils E. Hovik for this position was approved by a vote of 13 Yea, 0 Nay.

Mrs. Creveling then presented the following resolution:

Resolution 44.20

Personnel Recommendation

This resolution approving Larissa M. Verta as Associate Academic Dean was approved by a vote of 13 Yea, 0 Nay.

Mrs. Creveling then presented the following resolution:

Resolution 44.21

Appointment of Labor Attorney

This resolution approving the appointment of the College labor attorney for the next calendar year was approved by a vote of 12 Yea, 1 Nay.

A complete report of this committee is contained in its minutes of November 17, 2008.

Finance and Insurance Committee

Mr. Volk reviewed this committee's minutes of its meeting of November 17, 2008.

Mr. Volk then read aloud the following resolution:

Resolution 44.22

Loan from State Public School Building Authority

It was noted that the term of the loan is 5 years at an interest rate of 2%. This resolution approving the borrowing of funds to purchase approximately 101 acres of land adjacent to the College from KidsPeace was approved by a vote of 13 Yea, 0 Nay.

A complete report of this committee is contained in its minutes of November 17, 2008.

Building and Site Committee

Mr. Hunsicker stated that this committee did not meet in November.

Community and Government Relations Committee

Mr. Torbert reported that this committee's November meeting was cancelled due to a light agenda.

Mr. Torbert then read aloud the following resolution:

Resolution 44.23

Recognition of Golf Team

This resolution recognizing the College Golf Team's 2008 Championship in the Eastern Pennsylvania Collegiate Conference Division Tournament was approved by a vote of 13 Yea, 0 Nay.

Joint Coordinating Committee Mr. Alban reviewed this committee's minutes of its meeting of November 21, 2008, and commended Mr. Richard Paterick, Coordinator of Public Services/Librarian, on his presentation at that meeting.

A complete report of this committee is contained in its minutes of November 21, 2008.

Strategic Planning Committee Mr. Santore stated that this committee did not meet in November and that the Strategic Plan was reviewed by the Board at the fall retreat.

Mr. Santore then presented the following resolution:

Resolution 44.24 Adoption of Strategic Plan

This resolution was approved by a vote of 13 Yea, 0 Nay.

Negotiations Committee Mr. Green stated that this committee did not meet in November.

Foundation Mrs. Creveling urged trustees to participate in the annual Foundation Cougar Fund campaign.

Old Business None.

New Business None.

Announcements Mr. Green announced that an executive session to discuss personnel issues will follow this evening's Board meeting.

He also announced that he was in receipt of a letter which was hand-delivered to trustees this evening.

Adjournment The meeting adjourned at 7:38 p.m.

Respectfully submitted,



Thomas F. Mantz  
Secretary to the Board of Trustees  
Lehigh Carbon Community College