

2022-2023 Budget



DECEMBER 9, 2021 PRESENTATION



Lehigh Carbon
COMMUNITY COLLEGE



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Lehigh Carbon Community College 2021-2022 Current Facts

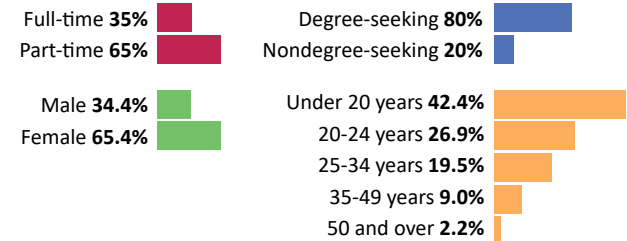


Enrollment

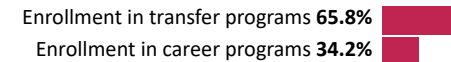
Credit headcount (2020-2021) – **8,979**
 Noncredit headcount (2020-2021) – **2,805**

Credit Statistics (fall 2020)

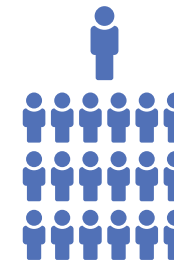
Credit Headcount – **6,265**



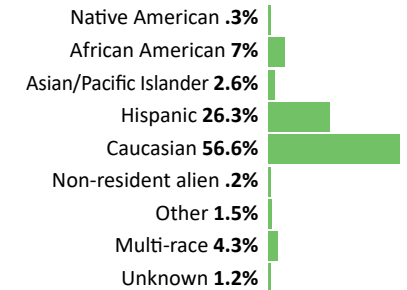
The mean age of all LCCC credit students is **23.75 years**.



Student to faculty ratio is **18:1**



Ethnicity



(Data is from fall 2020)

Transfer Programs

LCCC has 340 transfer agreements with more than 50 colleges and universities in Pennsylvania and nationwide.

Noncredit Programs

Job training opportunities are in healthcare, truck driving, computers, customer service, manufacturing and business, and other high priority areas.

Vision

Lehigh Carbon Community College aspires to prepare our diverse community through transformative learning experiences for the needs of an ever-changing world.

Mission

Lehigh Carbon Community College builds a stronger community by providing an accessible, equitable, inclusive and affordable education to empower our students to achieve academic and career goals.

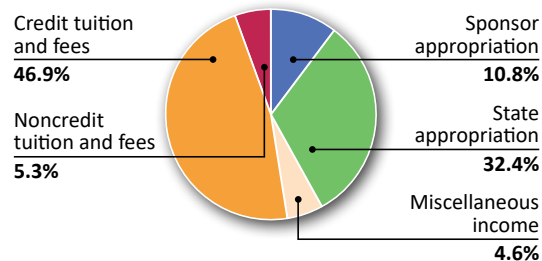
History

Studies on the feasibility of establishing a public community college started as early as 1955 in the Allentown area. Ultimately, the proposal garnered approval from numerous area school boards and the Allentown Chamber of Commerce, and LCCC was established and empowered on March 31, 1966, by the Pennsylvania State Board of Education. Classes were originally held in the Old Lehigh County Court House. The move to the Schnecksville campus was completed in time for the spring 1969 semester.

Funding

Total operating and capital budget, 2021-22 **\$54.3 million**

Revenue sources for the operating budget



In 2020-21 the college awarded **more than \$21 million in all forms of financial aid and scholarships**. The college and the LCCC Foundation disbursed **\$1.2 million in student scholarships** to 1,300+ students.

Background

Full-time employees (as of October 2021)

Faculty **95**
 Administrative **89** } Total **243**
 Classified Staff **59**

Total part-time **543**

(Includes administrators, teaching/service faculty, coaches, tutors, classified staff and community service employees.)

Semester tuition and fees

(Sponsoring school district of LCCC)

Full-time (12-18 credits) **\$2,400**

Part-time (1-11 credits) **\$170/credit hour**

Sponsoring school districts (Lehigh, Carbon and Schuylkill counties)

Allentown, Catasauqua Area, East Penn, Jim Thorpe Area, Lehigh Area, Northern Lehigh, Northwestern Lehigh, Palmerton Area, Panther Valley, Parkland, Salisbury Township, Southern Lehigh and Whitehall-Coplay

Campus locations

Schnecksville (main)
 Allentown (Donley Center)
 Lehigh Valley International Airport (LVIA)
 Tamaqua (Morgan Center)



Highlights

- LCCC is one of only two colleges in Pennsylvania that has received designation from the U.S. Department of Education as a **Hispanic-Serving Institution**, based on a student population that reflects at least 25 percent Hispanic. The student population at LCCC is approximately 26 percent Hispanic/Latino, with 67 percent of the students at the LCCC Allentown site identifying as Hispanic.
- LCCC has joined the **Presidents for Latino Student Success** and the **Excellencia in Action** network as part of its initiative to better serve its growing Hispanic student population.
- A \$1.8 million grant from the U.S. Department of Education will support students impacted by the pandemic. The college's **Institutional Resilience Initiative (IRI)** will serve students in Lehigh, Carbon and Schuylkill counties, as well as dual enrollment (high school) students in rural areas.
- More than \$8 million in emergency relief funds were distributed to more than 5,000 students since March 2020 through the federal **Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA)** and the **American Rescue Plan (ARP)**.
- The college received a one-year \$76,000 grant from the U.S. Department of Transportation to offer **free training to former and current military service members** and their families in careers as commercial truck drivers.
- **The Scheller Nursing Simulation Center**, located at the LCCC Tamaqua site, opened in the fall 2021 to offer state-of-the-art training to nursing students. Included in the lab are three simulation pods that mimic the clinical setting with adult, female, newborn and pediatric manikins.
- The college signed several **articulation transfer agreements** over the past year: Aspen University, York College of Pennsylvania, Cedar Crest College and Harrisburg University (Nursing); Thomas Edison State University (Aviation); Millersville University (Integrated Studies certificate); and Susquehanna University.
- The college and the Allentown School District celebrated the first cohort of **Early College graduates** in May 2021, with 35 students who have earned both a high school diploma and associate degree.
- Nearly 20 cohorts and 271 students have completed the 12-week **Amazon Mechatronics and Robotics Apprenticeship program**, as of the fall 2021. The program continues to train Amazon employees from across the country.
- In honor of \$1 million gifts, the college renamed the Technology Center in honor of former commercial pilot **Nevin Earl Remaley**, whose contribution funds Aviation scholarships, and the Student Services Center in honor of one of the original faculty members **Clifford Miller**, whose gift benefits Technology scholarships.

The college is committed to assuring equal opportunity to all persons and does not discriminate based on any protected class under the law. For more information, go to www.LCCC.edu/nondiscrimination. PERM 36A-D-i (11/5/21)

4525 Education Park Drive • Schnecksville, PA 18078-2502 • www.lccc.edu

Student Success

LCCC is committed to student success, with transfer and career programs in 90+ degrees and certificates in the following career paths:

- Arts, Communication and Design
- Business and Administration
- Computer Science and Information Technology
- Education and Public Services
- Health Care
- Manufacturing, Trades and Transportation
- Science and Engineering

Student Life

Student organizations include the Student Government Association as well as 28 clubs such as the Art Club, GSA Pride Club, Intercultural Student Association, Phi Theta Kappa honor society, Students of Color Coalition and STEM Club.

The LCCC Cougars offers intercollegiate athletics in men's baseball, basketball, golf and soccer; women's basketball, softball, soccer and volleyball. LCCC is a member of the National Junior College Athletic Association (NJCAA), Region XIX and the Eastern Pennsylvania Athletic Conference (EPAC).

Honors Opportunities

The Honors options are designed to provide more rigorous educational experiences for students that will challenge them intellectually and personally within the context of both the local and global community.

- **Honors Scholars** – a competitive scholarship program for students who plan to transfer to a four-year college. The program includes a Liberal Arts track and a STEM track for a total of 44 scholarships.
- **College Honors Program** – open to students who maintain a cumulative 3.0 GPA.
- **Honors Courses**

Honor Societies

Kappa Beta Delta – business programs
 Kappa Delta Pi – education
 Phi Theta Kappa – academic excellence
 Psi Beta – psychology for community colleges
 SALUTE – military service members

Lehigh Carbon Community College
Budget Summary

	Adopted Fiscal Year 2021-2022	Proposed Fiscal Year 2022-2023	Difference	Percent
<u>Revenues and Reserves</u>				
Operating	\$ 43,142,222	\$ 44,891,636	\$ 1,749,414	4.1%
Grants	4,417,900	5,358,900	941,000	21.3%
Debt Service/Leases and Capital Funding	6,711,366	8,415,253	1,703,887	25.4%
Total Revenue and Reserves	\$ 54,271,488	\$ 58,665,789	\$ 4,394,301	8.1%

Expenditures and Transfers

Operating	\$ 43,142,222	\$ 44,891,636	\$ 1,749,414	4.1%
Grants	4,417,900	5,358,900	941,000	21.3%
Debt Service	1,631,059	1,629,697	(1,362)	-0.1%
Leases	1,166,087	1,191,193	25,106	2.2%
Capital	3,914,220	5,594,363	1,680,143	42.9%
Total Expenditures	\$ 54,271,488	\$ 58,665,789	\$ 4,394,301	8.1%

Sponsors' Contribution

Operating	\$ 4,664,959	\$ 4,664,959	\$ -	0.0%
Debt Service and Capital	1,192,981	1,186,793	(6,188)	-0.5%
Leases	328,397	334,585	6,188	1.9%
Total	\$ 6,186,337	\$ 6,186,337	-	

Lehigh Carbon Community College
2022-2023 Operating Budget Highlights

REVENUES

Overview

- The College's 2022-2023 total budgeted operating revenues reflects an increase of \$1,749,414 in comparison to the 2021-2022 adopted budget.

Enrollment

- Enrollment is budgeted at 114,500 credits which is level with the adjusted credits for the 2021-2022 budget.
- Workforce and community services noncredit students are estimated to be 4,100.

Tuition and Fees

- Tuition and fees for a full-time sponsored student will be \$2,550 per semester, a \$150 increase over the 2021-2022 rate of \$2,400.
- Part-time tuition will be \$132 per credit, an increase of \$10.
- Dual Enrollment per credit - from current \$30 at high school/\$55 at LCCC/\$96 non-sponsor to proposed \$30/\$70/\$111.
 - Flat for courses taught at sponsored high school.
 - \$15 increase for courses taught by LCCC instructor and for non-sponsored students.
 - Dual enrollment students aren't charged fees but receive all services.
 - Added staff to provide Early College support.
- Technology fees of \$24 per credit will remain the same. 75% will be allocated to operating and 25% to capital.
- The comprehensive fee of \$24 per credit will remain the same.

Sponsor Appropriation

- The School District sponsorship for operations and capital will remain the same at \$6,186,337.



- In accordance with the operating agreement distribution of costs model, seven school districts will have a decrease in their allocation and six will have an increase.

State Appropriation

- The State appropriation for operations is projected to be \$13,957,242 - the same as the 2021-2022 allocation.
- The capital appropriation is estimated at \$1,312,834.

EXPENDITURES

Overview

- The proposed operating budget expenditures reflect an increase of \$1,749,414 versus the 2021-2022 adopted budget.
- Salaries and wages including fringe benefits account for 73.1% of expenditures.

Salaries & Wages

- Salaries and wages budgeted include a 2.4% increase for Administrative Staff, 2.3% for Classified Staff, and 2.55% for Faculty.
- There are 16 positions that are budgeted but will remain unfilled until later in the year.
- There are 5 positions that are on hold and are not included in the budget.

Salaries and wages as proposed are subject to collective bargaining.

Fringe Benefits

- Fringe benefits - Medical/Rx premiums are budgeted to increase 14%.
- Dental premiums are budgeted to decrease 5%.
- The College offers one medical plan, the school district consortium plan PPO 6. This plan has a \$500 individual/\$1,000 per family deductible.
- The prescription coverage is the \$5/\$15/\$30 plan.

Fringe benefits as proposed are subject to collective bargaining.

Reserves

- Utilizing \$200,000 of the Benefits Reserve and \$245,000 of the Enrollment Stabilization Reserve to balance the budget.





**Start here.
Go anywhere.**





Operating Budget

Fiscal Year 2022-2023



Lehigh Carbon
COMMUNITY COLLEGE



Lehigh Carbon Community College
Operating Budget Summary
Fiscal Year 2022-2023

	Fiscal Year 2021-2022 Adopted	Fiscal Year 2022-2023 Increase/ (Decrease)	Fiscal Year 2022-2023 Proposed Budget	2022-2023 % Increase
Revenues				
Tuition & Fees- Credit	\$ 20,253,421	\$ 677,014	\$ 20,930,435	3.3%
Tuition & Fees - Noncredit	2,280,100	1,022,400	3,302,500	44.8%
Sponsor Appropriation	4,664,959	-	4,664,959	0.0%
State Appropriation	13,957,242	-	13,957,242	0.0%
Investment Income	200,000	-	200,000	0.0%
Miscellaneous Income	1,786,500	50,000	1,836,500	2.8%
Total Revenue	\$ 43,142,222	\$ 1,749,414	\$ 44,891,636	4.1%
Expenditures				
Salaries & Wages - FT Faculty	\$ 7,465,000	\$ 235,000	\$ 7,700,000	3.1%
Salaries & Wages - FT Administrative	6,380,000	220,000	6,600,000	3.4%
Salaries & Wages - FT Classified	2,625,000	5,000	2,630,000	0.2%
Salaries & Wages - PT Faculty	1,710,000	115,000	1,825,000	6.7%
Salaries & Wages - PT Service Faculty	290,000	60,000	350,000	20.7%
Salaries & Wages - Adjunct Faculty	2,760,000	15,000	2,775,000	0.5%
Salaries & Wages - PT Administrative	715,000	85,000	800,000	11.9%
Salaries & Wages - PT Classified	645,000	55,000	700,000	8.5%
Salaries & Wages - PT Noncredit	600,000	50,000	650,000	8.3%
Salaries & Wages - Student Tutoring	235,000	-	235,000	0.0%
Salaries & Wages - Student	105,000	-	105,000	0.0%
Subtotal	23,530,000	840,000	24,370,000	3.6%
Fringe Benefits	8,220,000	560,000	8,780,000	6.8%
Advertising and Marketing	544,000	(5,621)	538,379	-1.0%
Aviation Rental	320,000	82,500	402,500	25.8%
Bad Debt Expense	700,000	-	700,000	0.0%
Bank Fees	150,400	1,500	151,900	1.0%
Contracted Custodial Services	150,000	-	150,000	0.0%
Contracted Services	1,458,087	49,907	1,507,994	3.4%
Food, Beverage & Official Functions	139,725	20,183	159,908	14.4%
Insurance	325,500	-	325,500	0.0%
IT Hardware Maintenance	106,400	505	106,905	0.5%
IT Software Maintenance	1,750,691	19,261	1,769,952	1.1%
IT Contracted Services	967,324	80,490	1,047,814	8.3%
Library Books & Periodicals	78,300	-	78,300	0.0%
License Fees	75,200	3,000	78,200	4.0%
Maintenance & Repairs	457,825	(19,970)	437,855	-4.4%
Membership & Accreditation	280,425	(16,641)	263,784	-5.9%
Postage	85,000	-	85,000	0.0%
Professional Services (Audit, Legal)	221,500	-	221,500	0.0%
Supplies & Materials	1,006,770	362,984	1,369,754	36.1%
Telephone	111,300	(39,200)	72,100	-35.2%
Travel & Staff Development	289,410	10,550	299,960	3.6%
Utilities	1,443,115	22,716	1,465,831	1.6%
Workforce Partnership Contracts	1,131,250	(177,750)	953,500	-15.7%
Sub-Total Operating Expenditures	43,542,222	1,794,414	45,336,636	4.1%
Utilization of Benefits Reserve	-	(200,000)	(200,000)	
Utilization of Enrollment Stabilization Reserve	(400,000)	155,000	(245,000)	
Total Expenditures and Transfers	\$ 43,142,222	\$ 1,749,414	\$ 44,891,636	4.1%
NET	\$ -	\$ -	\$ -	

Note: In accordance with section 6.1 of the Rules, Regulations, and Procedures for Lehigh Carbon Community College, in the event the College receives Total Revenue in excess of that which is shown on the Operating Budget Summary from an increase in the Commonwealth of Pennsylvania appropriation and/or an increase in student enrollment, then, in such event, the Local Sponsor hereby specially approves expenditures by the College in excess of the Total Expenditures shown on the Operating Budget Summary in a sum not to exceed the amount of the revenue received in excess of the Total Revenue shown on the Operating Budget Summary.

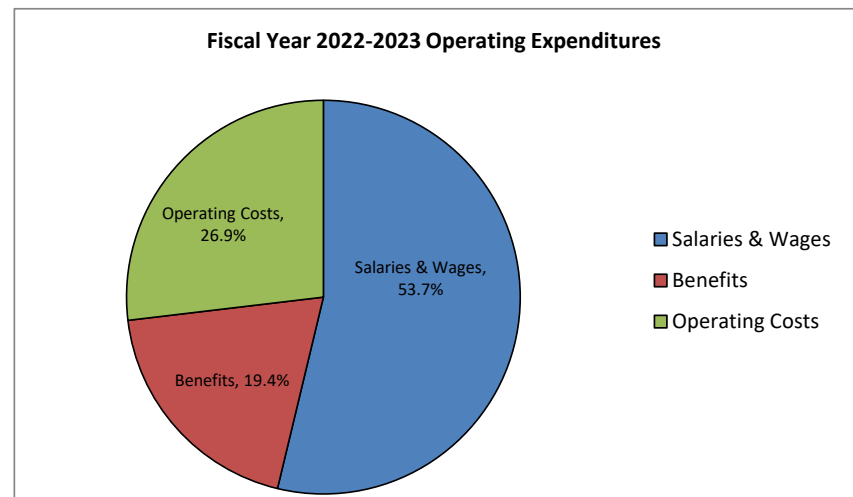
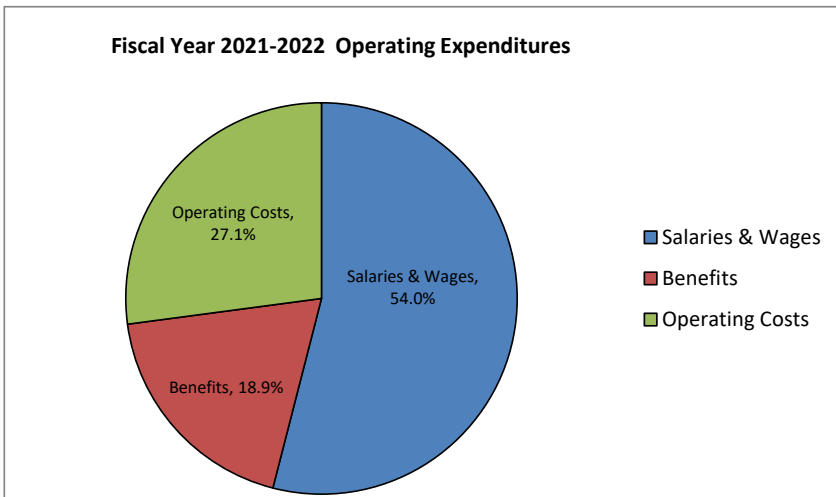
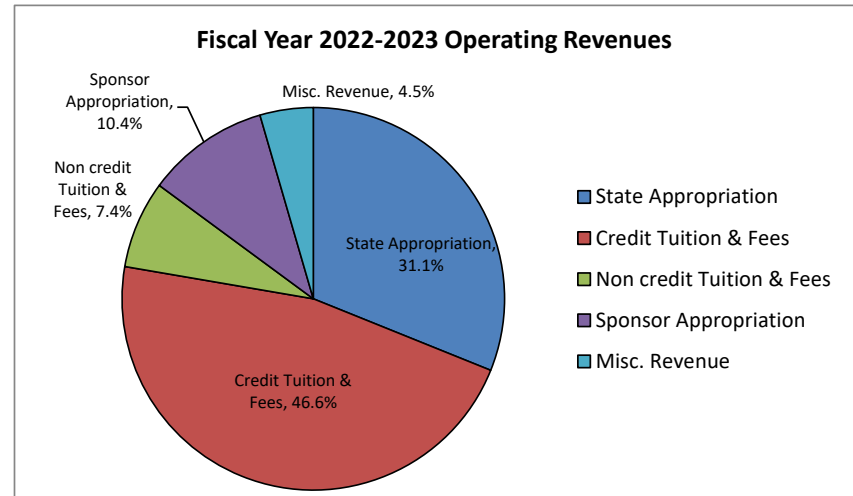
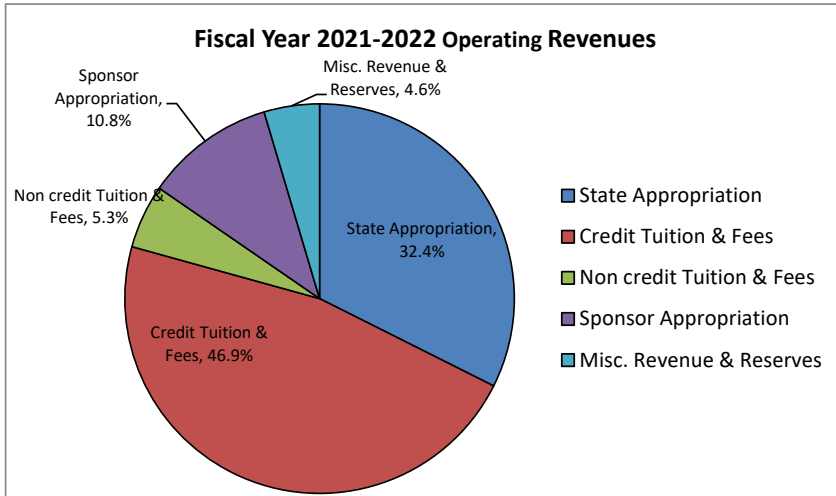
Lehigh Carbon Community College
Operating Revenue Budget
Fiscal Year 2022-2023

	Fiscal Year 2021-2022 Adopted Budget	Fiscal Year 2022-2023 Increase/ (Decrease)	Fiscal Year 2022-2023 Proposed Budget
Tuition & Fees - Credit			
Tuition - Sponsor	\$ 10,474,180	\$ 187,372	\$ 10,661,552
Tuition - Morgan	405,300	1,127	406,427
Tuition - Non-Sponsor	2,661,772	364,314	3,026,086
Tuition - Schuykill	1,072,344	(119,921)	952,423
Tuition - Out-of-State	577,332	(73,206)	504,126
Tuition - Dual Enrollment	644,215	302,932	947,147
Technology Fee	2,023,614	(127,302)	1,896,312
Comprehensive Fee	2,023,614	(127,302)	1,896,312
Aviation Course Fees	330,000	245,000	575,000
Course Fee	24,000	-	24,000
Course Fee - SEED	114,000	24,000	138,000
Employee Tuition Benefits	(110,000)	-	(110,000)
Late Registration Fee	1,200	-	1,200
Lifelong Learning Assessment Fee	10,000	-	10,000
PTA End of Program Test Fee	2,000	-	2,000
ADN Program NSNA Fee	6,650	-	6,650
Transcript Fee	2,200	-	2,200
Tuition Benefits - Clinic Bank	(9,000)	-	(9,000)
Tuition & Fees - Non Credit			
Testing and Book Fees	1,500	-	1,500
Tuition Vocational/Recreational	15,100	(3,100)	12,000
Tuition CDL Training	1,030,000	-	1,030,000
Tuition Contracted Credit Program	415,000	45,000	460,000
Tuition Contracted Public Service	15,000	-	15,000
Tuition Contracted - SHINE Ecosystem	12,000	(6,000)	6,000
Tuition Literacy	113,500	(103,500)	10,000
Tuition Occupation/Academic	150,000	35,000	185,000
Tuition Public Service	135,000	30,000	165,000
NonCredit Apprenticeship Tuition Revenue	250,000	1,025,000	1,275,000
Wednet Administrative Fees	28,000	-	28,000
Wednet Contracted Revenue	115,000	-	115,000
Sponsor Appropriation			
Sponsor Appropriation	4,664,959	-	4,664,959
State Appropriation			
State Appropriation - Credit	13,957,242	-	13,957,242
Miscellaneous Income			
Administrative Allowances	90,000	5,000	95,000
Bad Check Fees	1,500	-	1,500
Bookstore Commission	75,000	(25,000)	50,000
Campus Based Admin Allowance	25,000	(5,000)	20,000
Culinary Program Equipment Fee	6,875	-	6,875
Duplicating Services	15,000	-	15,000
Foundation Income Received	192,000	-	192,000
Investment Income	200,000	-	200,000
LANTA Passes	20,000	(5,000)	15,000
Library Duplicating and Fines	1,850	-	1,850
Miscellaneous Income	30,000	5,000	35,000
Nursing Test Fees	250,000	100,000	350,000
Parking Fines	500	-	500
Payment Plan Fees	80,000	(10,000)	70,000
PELL Administrative Allowance	14,750	-	14,750
Rental Income	58,000	(18,000)	40,000
Sewer Plant Operations reimb.	41,000	3,000	44,000
State Rebate (FICA)	875,000	-	875,000
Testing Center Fees	9,000	-	9,000
Tutoring Fee	500	-	500
Vet Tech Badge Fee	525	-	525
TOTAL REVENUE	\$ 43,142,222	\$ 1,749,414	\$ 44,891,636

Lehigh Carbon Community College
Operating Revenue Budget Summary
Fiscal Year 2022-2023

<u>Revenue Source</u>	<u>Fiscal Year 2021-2022 Adopted</u>	<u>% of Total Budget</u>		<u>Fiscal Year 2022-2023 Proposed</u>	<u>% of Total Budget</u>
Tuition and Fees - Credit	\$ 20,253,421	46.9%		\$ 20,930,435	46.6%
Tuition and Fees - Noncredit	2,280,100	5.3%		3,302,500	7.4%
Sponsor Appropriation	4,664,959	10.8%		4,664,959	10.4%
State Appropriation	13,957,242	32.4%		13,957,242	31.1%
Miscellaneous Income	1,986,500	4.6%		2,036,500	4.5%
Total	\$ 43,142,222	100.0%		\$ 44,891,636	100.0%

Lehigh Carbon Community College Operating Revenue and Expenditure Charts





Grant Funds

Fiscal Year 2022-2023



Lehigh Carbon
COMMUNITY COLLEGE

Lehigh Carbon Community College
Grant Funds
Fiscal Year 2022-2023

<u>Grants</u>	Fiscal Year 2021-2022 Revised	Fiscal Year 2022-2023 Proposed
CAST - Contextualizing Algebra for STEM Technicians	\$ 225,000	\$ -
CARES Act/CRRSAA/ARP - Higher Education Emergency Relief Fund (HEERF I, II, III) : Student	7,648,100	-
CARES Act/CRRSAA/ARP - Higher Education Emergency Relief Fund (HEERF I, II, III) : Institution	12,048,100	-
CARES Act/CRRSAA/ARP - Higher Education Emergency Relief Fund (HEERF I, II, III) : Minority Serving Institution	1,268,200	-
CARES Act - Institutional Resilience Initiative	1,803,200	901,600
CDL - CMVOST FY2020	64,700	-
CDL - CMVOST FY2021	76,000	19,000
Child Care Access Means Parents in School (CCAMPIS)	192,900	83,800
Clear Path-Bachelor's Degree Completion Scholarships	40,200	-
GEAR Up	197,000	-
GEER II Funds for Postsecondary Education	801,300	400,000
GEER Funds for Adult Basic Education	14,400	-
GenCyber Teacher Camp : K-6	60,200	-
GenCyber Teacher Camp : 7-12	53,000	-
Keystone Education Yields Success (KEYS)	91,700	91,700
Literacy : Adult Education and Family Literacy - Federal	420,900	420,900
Literacy : Adult Education and Family Literacy - State	204,300	204,300
Literacy : Adult Education and Family Literacy - State Tutoring	58,900	58,900
Literacy : English Literacy and Civics Education	198,800	198,800
Lehigh Valley Greenways	10,000	-
Mobile Science and Math Education	107,300	-
Opioid Prevention in Higher Ed	35,500	-
PASmart Mechatronics Pre-Apprenticeship	88,400	-
Perkins Career and Technical Education	945,900	945,900
SHINE : 21st Century Community Learning Centers-Cohort 8	177,900	-
SHINE : 21st Century Community Learning Centers-Cohort 9	127,500	127,500
SHINE : 21st Century Community Learning Centers-Cohort 10	600,000	600,000
SHINE : After School PA Funding	400,000	400,000
SHINE : Child and Adult Care Food Program	269,800	269,800
SHINE : Child and Adult Care Food Program-Summer	34,500	-
Start SMART - Self-Motivated, Academic, Reflected, Talented	353,400	176,700
Title III	450,000	450,000
Miscellaneous Grants	10,000	10,000
	<u>\$ 29,077,100</u>	<u>\$ 5,358,900</u>

The College reports grants separately because these funds are for restricted purposes. Grant funds can only be expended for the purpose as approved by the grant and at no cost to the sponsoring school districts.

Federal and State-related financial aid such as Pell grants, SEOG, PHEAA grants are not included as grants to the College.

Grants Assisting Lehigh and Carbon Counties School District Students Fiscal Year 2021-2022

- 1. CAST – Contextualizing Algebra for STEM Technicians - \$225,000.** To redesign Intermediate Algebra and College Algebra, in conjunction with an advisory committee of faculty and industry professionals, to increase student success and awareness of the relevance of algebra to the STEM disciplines.
- 2. CARES Act/CRRSAA/ARP – Higher Education Emergency Relief Fund (HEERF I, II, III): Student - \$7,648,100.** To provide emergency financial aid grants to students for expenses related to the disruption of campus operations due to coronavirus. Total award is \$11,037,205.
- 3. CARES Act/CRRSAA/ARP – Higher Education Emergency Relief Fund (HEERF I, II, III): Institution - \$12,048,100.** To cover costs associated with significant changes to the delivery of instruction due to coronavirus. Total award is \$15,650,258.
- 4. CARES Act/CRRSAA/ARP – Higher Education Emergency Relief Fund (HEERF I, II, III): Minority Serving Institution - \$1,268,200.** To address needs related to the coronavirus. Total award was \$1,463,062.
- 5. CARES Act – Institutional Resilience Initiative - \$1,803,200.** To aid LCCC to emerge from the Coronavirus pandemic more resilient and expand educational opportunities for students.
- 6. CDL - CMVOST FY2020 - \$64,700.** To expand the number of students enrolled in the CDL Class A program by providing tuition support to veterans, active service members and eligible spouses/children of veterans/service members.
- 7. CDL - CMVOST FY2021 - \$76,000.** To expand the number of students enrolled in the CDL Class A program by providing tuition support to veterans, active service members, and eligible spouses/children of veterans/service members.
- 8. Child Care Access Means Parents in School (CCAMPIS) - \$192,900.** To provide child care support and project services to assist parents of young children in persisting to complete postsecondary programs.
- 9. Clear Path - Bachelor's Degree Completion Scholarship - \$40,200.** Subrecipient agreement with East Stroudsburg University to increase baccalaureate degree completion rate among students in selected STEM fields transferring from community college.
- 10. GEAR Up - \$197,000.** To provide support services to Allentown School District students who graduated in June 2020.
- 11. GEER II Funds for Postsecondary Education - \$801,300.** Funds for the purposes of safe reopening of schools for in-person instruction related to COVID-19.
- 12. GEER Funds for Adult Basic Education - \$14,400.** Funds for the purposes of safe reopening of schools for in-person instruction related to COVID-19.
- 13. GenCyber Teacher Camp: K-6 - \$60,200.** To provide a one week cybersecurity summer camp for teachers of grade K-6 in Lehigh, Carbon and Schuylkill counties.
- 14. GenCyber Teacher Camp: 7-12 - \$53,000.** To provide a one week cybersecurity summer camp for teachers of grade 7-12 in Lehigh, Carbon and Schuylkill counties.
- 15. Keystone Education Yields Success (KEYS) - \$91,700.** To provide opportunity and support for Temporary Assistance to Needy Families (TANF) clients to pursue postsecondary educational goals.
- 16. Literacy: Adult Education and Family Literacy - Federal - \$420,900.** To increase adult literacy and job readiness skills by offering instruction in Adult Basic Education (ABE), GED Preparation, English as a Second Language (ESL), transitioning and job preparedness.
- 17. Literacy: Adult Education and Family Literacy - State - \$204,300.** To increase adult literacy and job readiness skills by offering instruction in Adult Basic Education (ABE) and job preparedness.
- 18. Literacy: Adult Education and Family Literacy - State Tutoring - \$58,900.** To provide tutor coordination for the Adult Education and Family Literacy participants.
- 19. Literacy: English Literacy and Civics Education - \$198,800.** To provide English as a Second Language (ESL) instruction with a focus on civics education to become active and informed parents, workers and community members.
- 20. Lehigh Valley Greenways - \$10,000.** To purchase, plant, maintain and label trees in the arboretum. Provide information on conservation.

21. Mobile Science and Math Education - \$107,300.

A consortium of Pennsylvania colleges to offer science equipment and services to schools throughout the state. A mobile educator provides teachers with professional development opportunities and students a hands-on science experience.

22. Opioid Prevention in Higher Education - \$35,500. To develop and implement strategies to increase Opioid Use Disorder (OUD) awareness and share prevention information among all constituents of the college.

23. PAsmart Mechatronics Pre-Apprenticeship - \$88,400. To provide a manufacturing and logistics apprenticeship program.

24. Perkins Career and Technical Education - \$945,900. To more fully develop the academic and career and technical skills of students in career and technical education programs.

25. SHINE: 21st Century Community Learning Centers – Cohort 8 - \$177,900. To provide an after-school program for students K-12 which includes academic support and project-based activities related to academic skills taught in the classroom with a focus on STEM. The program also includes a home visitor program and parent and family activities. Funds serve specific school districts.

26. SHINE: 21st Century Community Learning Centers – Cohort 9 - \$127,500. To provide an after-school program for students K-12 which includes academic support and project-based activities related to academic skills taught in the classroom with a focus on STEM. The program also includes a home visitor program and parent and family activities. Funds serve specific school districts.

27. SHINE: 21st Century Community Learning Centers – Cohort 10 - \$600,000. To provide an after-school program for students K-12 which includes academic support and project-based activities related to academic skills taught in the classroom with a focus on STEM. The program also includes a home visitor program and parent and family activities. Funds serve specific school districts.

28. SHINE: After-School PA Funding - \$400,000. To provide an after-school program for students K-12 which includes academic support and project-based activities related to academic skills taught in the classroom with a focus on STEM. The program also includes a home visitor program and parent and family activities. Funds supplement all SHINE centers.

29. SHINE: Child and Adult Care Food Program - \$269,800. To provide after-school meals for K-12 SHINE students who are eligible for free or reduced price meals.

30. SHINE: Child and Adult Care Food Program - Summer - \$34,500. To provide after-school meals for K-12 SHINE students who are eligible for free or reduced price meals for Summer 2021.

31. Start SMART - Self-Motivated, Academic, Reflected, Talented - \$353,400. To provide scholarships and structured support to eligible academically talented students in targeted STEM programs to increase their retention, degree completion and transfer to baccalaureate programs.

32. Title III - \$450,000. To enhance pathways to success for all students by increasing student retention and completion and enhancing the use of data for decision-making in support of student success.





Debt Service/Leases and Capital Budget Fiscal
Year 2022-2023



Lehigh Carbon
COMMUNITY COLLEGE

Lehigh Carbon Community College
Debt Service/Leases and Capital Budget
Fiscal Year 2022-2023

	Fiscal Year 2021-2022 Adopted	2022-2023 Proposed Budget		
		Debt Service & Leases	Capital	Total Proposed Budget
<u>REVENUES AND RESERVES</u>				
Sponsor Debt Service & Lease Appropriation	\$ 1,073,592	1,079,098		\$ 1,079,098
Sponsor Capital Appropriation	447,786		442,280	442,280
State Debt Service and Lease Appropriation	1,214,044	1,214,954		1,214,954
State Wastewater Facility Reimbursement	68,800		69,874	69,874
Foundation Grant (Morgan Center)	254,647	261,013		261,013
Capital Outlay Fee - Non - Sponsored Students	187,290		175,261	175,261
Technology Fee (Credit Hour Based)	674,538	125,156	506,948	632,104
SGA Funds for Playing Fields	140,669	140,669		140,669
ARC Renovations	-		500,000	500,000
Public Access Control System	1,250,000		1,500,000	1,500,000
Donley Center - Improvements	200,000		700,000	700,000
Facilities Master Plan	-		500,000	500,000
Vet Tech Center/Lab Renovations	500,000		500,000	500,000
Designated Reserves	700,000		700,000	700,000
Total Revenues and Reserves	\$ 6,711,366	2,820,890	5,594,363	\$ 8,415,253
<u>DEBT SERVICE/LEASES AND CAPITAL EXPENDITURES</u>				
Debt Service	\$ 1,631,059	1,629,697		\$ 1,629,697
Classroom and Equipment Leases	1,166,087	1,191,193		1,191,193
Capital Projects	703,876		687,415	687,415
Technology Fee Projects	560,344		506,948	506,948
ARC Renovations	-		500,000	500,000
Public Access Control System	1,250,000		1,500,000	1,500,000
Site Enhancements - Donley Center	200,000		700,000	700,000
Facilities Master Plan	-		500,000	500,000
Vet Tech Center	500,000		500,000	500,000
Capital Equipment	250,000		250,000	250,000
Planned Maintenance Projects	250,000		250,000	250,000
Technology Equipment	200,000		200,000	200,000
Total Debt Service and Capital Expenditures	\$ 6,711,366	2,820,890	5,594,363	\$ 8,415,253

Note: In accordance with section 2.2 of the Rules, Regulations and Procedures for Lehigh Carbon Community College, the above stated Leases and Capital Expenditures are listed as separate items.

Lehigh Carbon Community College
Debt Service and Leases
Fiscal Year 2022-2023

	Fiscal Year 2021-2022 Adopted	FY2021-2022 Sponsor Allocation	Fiscal Year 2022-2023 Proposed	FY2022-2023 Sponsor Allocation
<u>LEASES</u>				
Classroom Leases*	\$ 682,342	\$ 86,524	\$ 707,448	\$ 92,712
Equipment Leases*	483,745	241,873	483,745	241,873
TOTAL LEASES	<u>\$ 1,166,087</u>	<u>\$ 328,397</u>	<u>\$ 1,191,193</u>	<u>\$ 334,585</u>
*Please see lease detail schedules				
 <u>DEBT SERVICE</u>				
Administration Building Renovations Bonds of 2013 Series 2016	239,206 1,391,853	119,603 625,592	240,344 1,389,353	120,172 624,342
TOTAL DEBT SERVICE	<u>1,631,059</u>	<u>\$ 745,195</u>	<u>\$ 1,629,697</u>	<u>\$ 744,514</u>
Total Debt Service and Leases	<u>\$ 2,797,146</u>	<u>\$ 1,073,592</u>	<u>\$ 2,820,890</u>	<u>\$ 1,079,099</u>

Lehigh Carbon Community College
Classroom and Equipment Leases
Fiscal Year 2022-2023

Item	Department Name	Fiscal Year 2021-2022 Adopted	FY2021-2022 Sponsor Allocation	Fiscal Year 2022-2023 Proposed	FY2022-2023 Sponsor Allocation
<u>CLASSROOM LEASES</u>					
Airport Site	Off Campus Site	\$ 33,263	\$ 16,631	\$ 44,427	\$ 22,214
Corral and Barn at LCTI	Veterinary Technology	29,550	14,775	30,760	15,380
Morgan Center	Tamaqua Site	509,293	-	522,025	-
Wilson Center Addition	Main Campus	100,236	50,118	100,236	50,118
Environmental Studies Land	Tamaqua Site	10,000	5,000	10,000	5,000
TOTAL CLASSROOM LEASES		\$ 682,342	\$ 86,524	\$ 707,448	\$ 92,712
<u>EQUIPMENT LEASES</u>					
Copy System	Duplicating and Graphics	48,231	24,116	48,231	24,116
Copiers	General Institutional	30,718	15,359	30,718	15,359
Computers and Computing Equipment	Campus Wide	404,796	202,398	404,796	202,398
TOTAL EQUIPMENT LEASES		\$ 483,745	\$ 241,873	\$ 483,745	\$ 241,873
TOTAL CLASSROOM and EQUIPMENT LEASES		\$ 1,166,087	\$ 328,397	\$ 1,191,193	\$ 334,585



Sponsor Allocations

Fiscal Year 2022-2023



Lehigh Carbon
COMMUNITY COLLEGE

Lehigh Carbon Community College
Operating Budget
Sponsor Appropriation Based on Five-Year FTE Average
Fiscal Year 2022-2023

<u>District</u>	<u>FTE Enrollment Fall 2017</u>	<u>FTE Enrollment Fall 2018</u>	<u>FTE Enrollment Fall 2019</u>	<u>FTE Enrollment Fall 2020</u>	<u>FTE Enrollment Fall 2021</u>	<u>5-Yr Avg. 2017-2021</u>	<u>% of Average</u>	<u>2022-2023 Sponsor Appropriation</u>
Allentown	1,016.4	1,118.9	1,048.0	779.6	698.5	932.3	30.620%	\$ 1,428,424
Catasauqua Area	84.0	87.5	70.8	73.1	68.5	76.8	2.522%	\$ 117,641
East Penn	456.9	425.5	418.8	386.6	357.9	409.1	13.437%	\$ 626,849
Jim Thorpe Area	120.4	83.3	94.6	100.0	82.0	96.1	3.155%	\$ 147,180
Lehigh Area	135.2	136.7	118.8	114.4	125.1	126.0	4.140%	\$ 193,125
Northern Lehigh	99.5	112.6	90.7	67.6	87.9	91.7	3.011%	\$ 140,443
Northwestern Lehigh	111.0	105.3	103.1	98.5	86.4	100.9	3.313%	\$ 154,527
Palmerton Area	129.7	107.7	101.8	93.5	90.3	104.6	3.435%	\$ 160,260
Panther Valley	71.5	73.2	81.5	76.4	72.9	75.1	2.466%	\$ 115,057
Parkland	586.5	588.2	554.0	552.3	505.3	557.2	18.302%	\$ 853,785
Salisbury Township	91.8	101.5	87.3	65.2	71.8	83.5	2.743%	\$ 127,965
Southern Lehigh	98.7	104.2	100.7	111.6	86.6	100.4	3.296%	\$ 153,766
Whitehall-Coplay	302.0	311.5	290.9	280.0	270.8	291.0	9.559%	\$ 445,937
Totals	3,303.6	3,356.0	3,160.9	2,798.8	2,604.0	3,044.7	100.00%	\$ 4,664,959

The calculation is based on a rolling five-year average. Therefore, each School District % of average has a relationship to the other School districts combined total enrollment.

Lehigh Carbon Community College
Debt Service/Leases and Capital Sponsor Appropriation
Fiscal Year 2022-2023

<u>District</u>	<u>Market Value</u>	<u>% of Total</u>	<u>2022-2023 Sponsor Appropriation</u>
Allentown	\$ 5,122,163,508	15.365%	\$ 233,761
Catasauqua Area	1,024,724,286	3.074%	\$ 46,765
East Penn	5,773,991,582	17.320%	\$ 263,508
Jim Thorpe Area	1,559,367,635	4.678%	\$ 71,165
Lehighton Area	995,272,710	2.986%	\$ 45,421
Northern Lehigh	721,720,561	2.165%	\$ 32,937
Northwestern Lehigh	1,717,319,574	5.151%	\$ 78,374
Palmerton Area	820,672,387	2.462%	\$ 37,453
Panther Valley	331,243,445	0.994%	\$ 15,117
Parkland	8,832,862,908	26.496%	\$ 403,106
Salisbury Township	1,240,691,028	3.722%	\$ 56,622
Southern Lehigh	2,894,861,893	8.684%	\$ 132,113
Whitehall-Coplay	2,301,542,883	6.904%	\$ 105,036
Totals	<u>\$ 33,336,434,400</u>	<u>100.00%</u>	<u>\$ 1,521,378</u>

Note: Individual sponsor share of the capital debt service and lease budget is based upon the 2020 market valuation as certified by the Pennsylvania State Tax Equalization Board.

Lehigh Carbon Community College
Total Sponsor Appropriation for All Budgets
Fiscal Year 2022-2023

<u>District</u>	<u>Operating Budget</u>				<u>Debt Service / Leases and Capital Budget</u>				<u>Budgeted</u>	<u>Budgeted</u>	<u>Change</u>	<u>%</u>
	<u>2021-2022</u>	<u>2022-2023</u>	<u>Change</u>		<u>2021-2022</u>	<u>2022-2023</u>	<u>Change</u>		<u>Total</u>	<u>Total</u>		<u>Change</u>
Allentown	\$ 1,451,921	\$ 1,428,424	\$ (23,497)	-1.6%	\$ 230,109	\$ 233,761	\$ 3,652	1.6%	\$ 1,682,030	\$ 1,662,185	\$ (19,845)	-1.2%
Catasauqua Area	115,831	\$ 117,641	1,810	1.6%	46,908	\$ 46,765	(143)	-0.3%	162,739	164,406	1,667	1.0%
East Penn	633,455	\$ 626,849	(6,606)	-1.0%	264,801	\$ 263,508	(1,293)	-0.5%	898,256	890,357	(7,899)	-0.9%
Jim Thorpe Area	148,952	\$ 147,180	(1,772)	-1.2%	72,458	\$ 71,165	(1,293)	-1.8%	221,410	218,345	(3,065)	-1.4%
Lehigh Area	188,324	\$ 193,125	4,801	2.5%	46,209	\$ 45,421	(788)	-1.7%	234,533	238,546	4,013	1.7%
Northern Lehigh	141,022	\$ 140,443	(579)	-0.4%	33,512	\$ 32,937	(575)	-1.7%	174,534	173,380	(1,154)	-0.7%
Northwestern Lehigh	155,017	\$ 154,527	(490)	-0.3%	79,626	\$ 78,374	(1,252)	-1.6%	234,643	232,901	(1,742)	-0.7%
Palmerton Area	164,813	\$ 160,260	(4,553)	-2.8%	38,033	\$ 37,453	(580)	-1.5%	202,846	197,713	(5,133)	-2.5%
Panther Valley	113,545	\$ 115,057	1,512	1.3%	16,446	\$ 15,117	(1,329)	-8.1%	129,991	130,174	183	0.1%
Parkland	841,745	\$ 853,785	12,040	1.4%	396,032	\$ 403,106	7,074	1.8%	1,237,777	1,256,891	19,114	1.5%
Salisbury Township	129,406	\$ 127,965	(1,441)	-1.1%	57,764	\$ 56,622	(1,142)	-2.0%	187,170	184,587	(2,583)	-1.4%
Southern Lehigh	152,731	\$ 153,766	1,035	0.7%	132,518	\$ 132,113	(405)	-0.3%	285,249	285,879	630	0.2%
Whitehall-Coplay	428,197	\$ 445,937	17,740	4.1%	106,962	\$ 105,036	(1,926)	-1.8%	535,159	550,973	15,814	3.0%
Total Sponsor Allocation	<u>\$ 4,664,959</u>	<u>\$ 4,664,959</u>	<u>\$ -</u>	0.0%	<u>\$ 1,521,378</u>	<u>\$ 1,521,378</u>	<u>\$ -</u>	0.0%	<u>\$ 6,186,337</u>	<u>\$ 6,186,337</u>	<u>\$ -</u>	0.0%



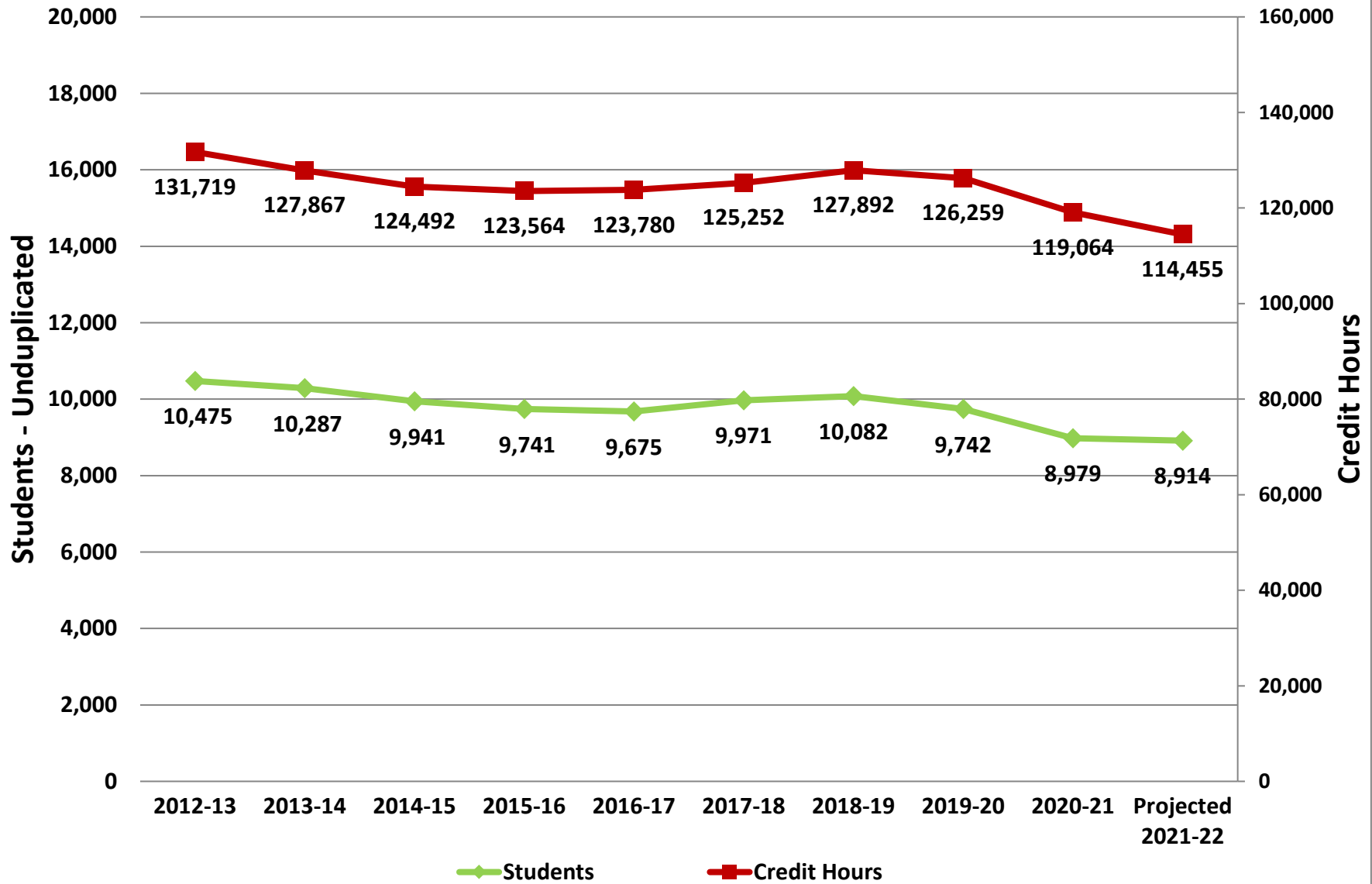
Appendices

Fiscal Year 2022-2023

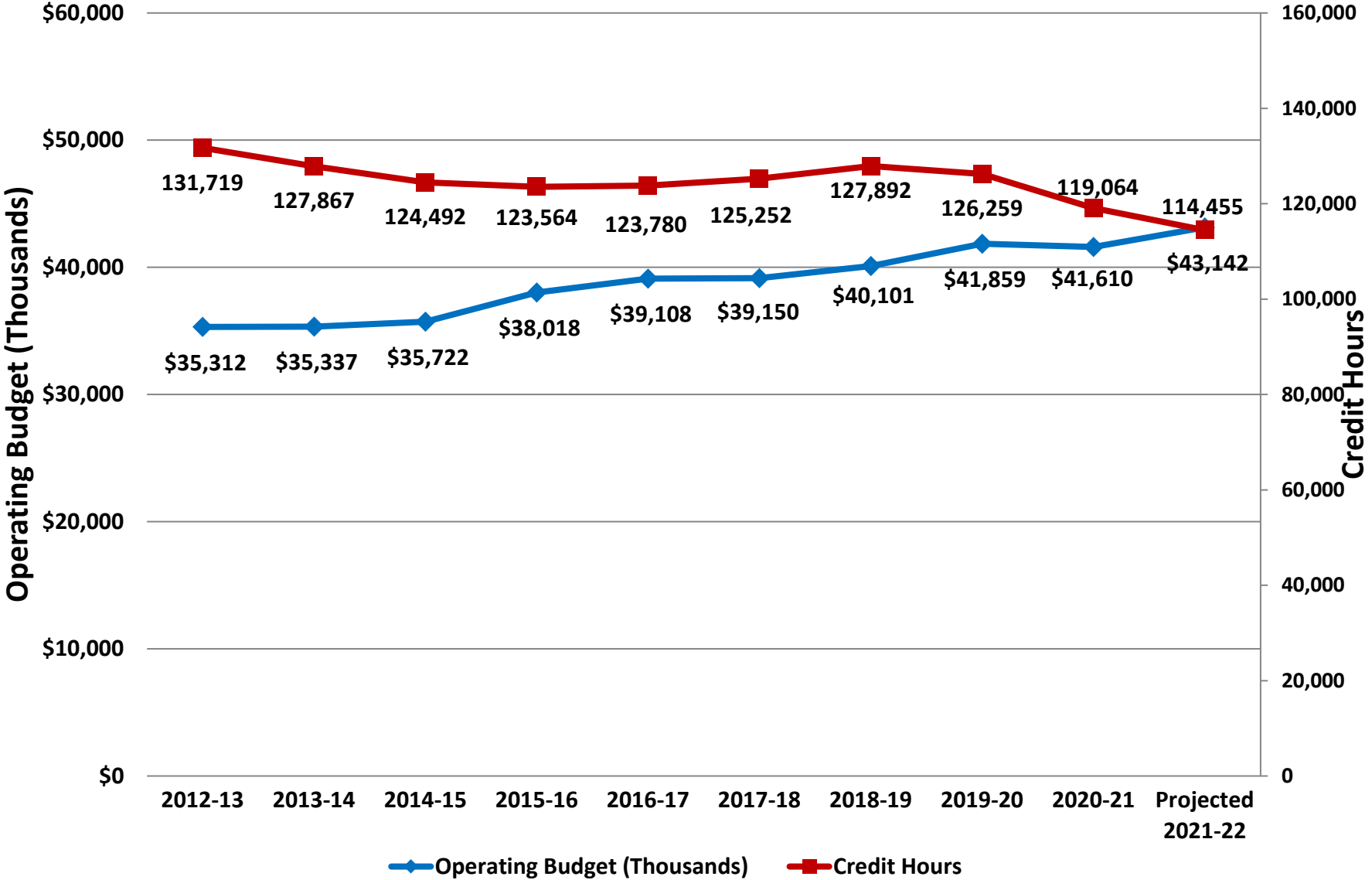


Lehigh Carbon
COMMUNITY COLLEGE

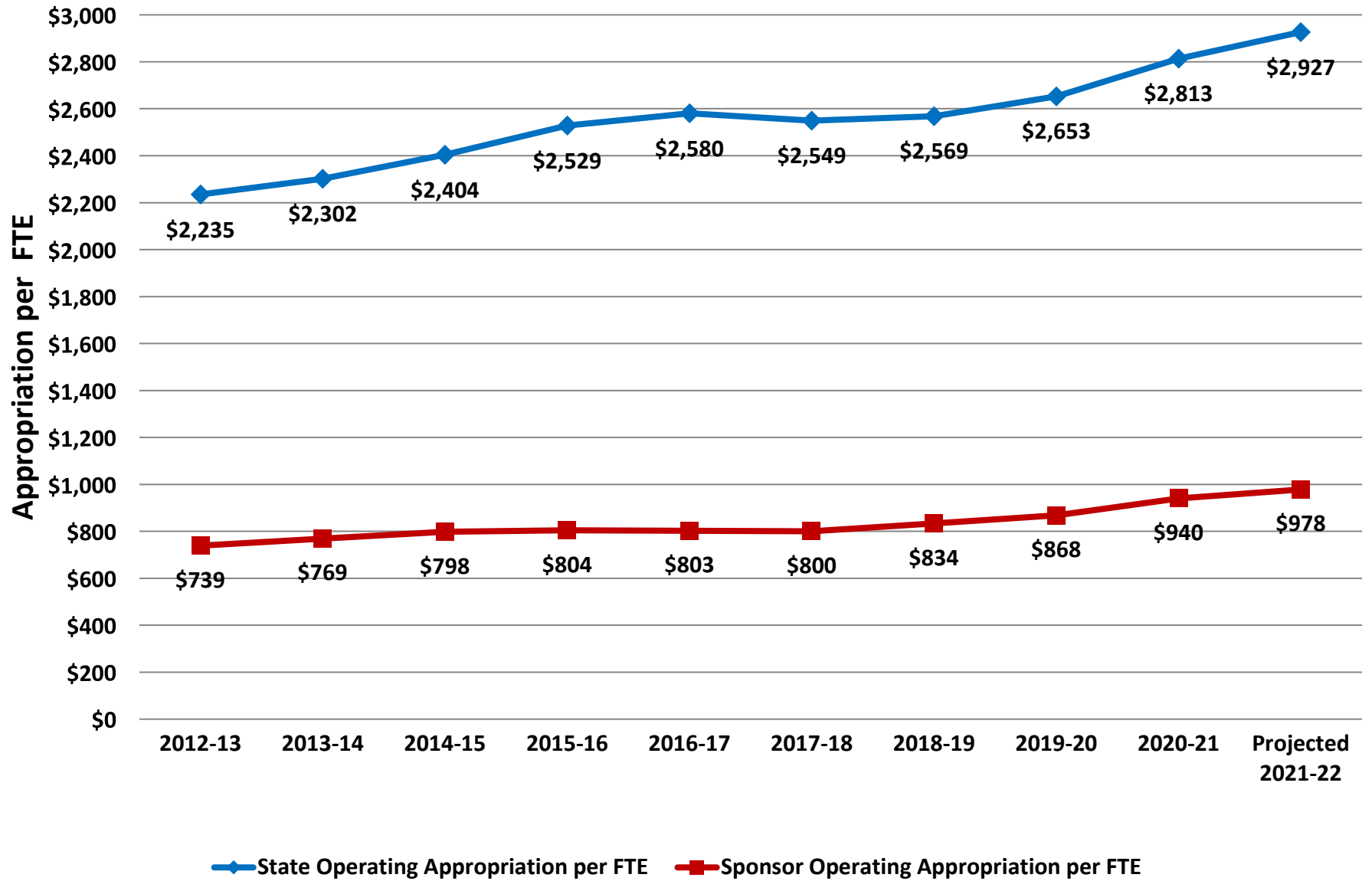
Fiscal Year Credit Hours vs. Student Enrollment



Fiscal Year Credit Hours and Operating Budget



State and Sponsor Operating Appropriations



Note: FTE calculation based on 24 credits in a fiscal year.



Reserves

Fiscal Year 2022-2023



Lehigh Carbon
COMMUNITY COLLEGE

Lehigh Carbon Community College
Projected Board Designation of Reserves
Fiscal Year 2022-2023

<u>Designated Reserves - Capital Budgets</u>	Board Designations 6-30-21	Estimated 2021-2022 Expenditures	Estimated 2022-2023 Expenditures	Estimated Designated Reserves 6-30-2023
ARC Renovations	500,000	(300,000)	(200,000)	-
Capital Equipment	1,015,269	(150,000)	(150,000)	715,269
Facilities Master Plan	500,000	(500,000)		
Planned Maintenance	1,288,749	(250,000)	(250,000)	788,749
Information Technology Equipment	1,000,561	(200,000)	(200,000)	600,561
Master Landscape Plan	221,322			221,322
Public Safety Access Control	1,503,416		(1,503,416)	-
Site Enhancements - Donley and Carbon Sites	4,010,000	(700,000)	(200,000)	3,110,000
Vet Tech Lab Renovations	489,100	(350,000)	(139,100)	-
Wastewater Treatment Upgrade	282,296	(282,296)		-
Total Designated Reserves - Capital Budgets	\$ 10,810,713	(2,732,296)	(2,642,516)	5,435,901
Reserve per Charter				
Reserve per Charter	\$ 2,200,000			2,200,000
Designated Funds - Operations				
Banner Initiatives	182,798	(100,000)	(82,798)	-
Benefits Reserve	750,000	(200,000)	(150,000)	400,000
Enrollment / Retention	1,221,065	(250,000)	(250,000)	721,065
Enrollment Stabilization	5,900,000	(245,000)	(200,000)	5,455,000
Information Technology Enterprise Applications	750,000	(250,000)	(250,000)	250,000
Marketing	281,723	(100,000)	(100,000)	81,723
Radio Station Proceeds Fund	921,265			921,265
Scholarships	826,380	(150,000)	(150,000)	526,380
Strategic Planning Implementation/Leadership	449,099	(100,000)	(100,000)	249,099
Total Designated Reserves - Operations	\$ 11,282,330	(1,395,000)	(1,282,798)	8,604,532
Designated Funds - Other				
Auxiliary Operations	754,698			754,698
Mechatronics Robotics Apprenticeship	540,000			540,000
Restricted Organizational Funds	29,044			29,044
SGA - Capital Budget / Wellness Center Equip.	419,249			419,249
SGA General Reserve	987,116			987,116
SGA Student Clubs	136,255			136,255
Financial Aid/Scholarship	212,496			212,496
Total Designated Reserves - Auxiliary Student Organizations	3,078,858	-		3,078,858
Designated Reserves Total	27,371,901	(4,127,296)	(3,925,314)	19,319,291
Unrestricted Undesignated Reserves	116,764			116,764
Total Reserves	27,488,665	(4,127,296)	(3,925,314)	19,436,055

Lehigh Carbon Community College
Board Designation of Reserves
June 30, 2021

Designated Reserves – Capital Budgets

1. **ARC Renovations \$500,000** – Second floor reconfiguration to reduce Bookstore footprint.
2. **Capital Equipment \$1,015,269** – Equipment purchases in excess of \$4,000 processed through budget purchase order process for sites and campus infrastructure, such as, lab equipment, front end loaders, security vehicles, turf maintenance, snow removal equipment.
3. **Facilities Master Plan \$500,000** – Buildings, facilities systems and infrastructure evaluation including updating campus, site and building maps in GIS and CAD formats.
4. **Planned Maintenance \$1,288,749** – Maintenance for items such as roof repair, painting, lighting, parking lots, HVAC and elevator repair.
5. **Information Technology Equipment \$1,000,561** – Infrastructure equipment, desktop/laptop computers, wifi, classroom learning tools and other required components to maintain a state-of-the-art technology learning environment.
6. **Master Landscape Plan \$221,322** – Includes improvement to walkways, shrubs, landscaping, lighting and ADA compliance.
7. **Public Safety Access Control \$1,503,416** – The installation of security hardware and software solutions to enhance safety at all of our campuses.
8. **Site Enhancements \$4,010,000** – Acquisition and construction/renovation of site facilities to increase the availability of educational programs to meet our student population requirements.
9. **Veterinary Technician Lab Renovation \$489,100** – Renovate teaching facility to meet accreditation requirements and program demand.

10. **Wastewater Treatment Plant \$282,296** – Complete treatment plan upgrade. Joint agreement with LCTI - received \$200,000 for capital improvements.

Reserve per Charter

1. **Reserve per Charter \$2,200,000** – Agreement for Operating Lehigh Carbon Community College entered into April 1, 1967; A college contingency fund may be maintained at no more than five percent (5%) of the college operating budget. Any end-of-year fund balance which exceeds the maximum level of the contingency fund is to be carried over to the operating fund and/or capital fund for the following fiscal year.

Designated Reserves – Operations

1. **Banner Initiatives \$182,798** – Further utilize the college's enterprise reporting system to improve efficiency in college operations such as financial reporting, Foundation gifts, student services and grant reporting.
2. **Benefits Reserve \$750,000** – Funds to smooth the transition of unexpected healthcare cost increases, Affordable Care Act and pension increases.
3. **Enrollment / Retention \$1,221,065** – Funds allocated to enhance learning management system, online curriculum, growth for online instruction including required infrastructure and retention initiatives.
4. **Enrollment Stabilization \$5,900,000** – Funds to minimize tuition increase and balance the budget.
5. **Information Technology Enterprise Applications \$750,000** – The purchase of advanced software systems to increase enrollment, retention and the overall student experience.

6. **Marketing \$281,723** – Improve visibility to increase enrollment which in turn lowers reliance on outside funding. Create opportunities to market specific programs focusing on new and or expanding job opportunities in the Valley.
7. **Radio Station Proceeds Education Fund \$921,265** – Proceeds from the sale of the Radio Station License sale to advance education and workforce development within the sponsoring districts.
8. **Scholarships \$826,380** – Scholarships and awards to increase a diverse student population and serve the community from high school through returning adults.
9. **Strategic Planning Implementation \$449,099** – Execute initiatives for professional development, mobile technology, first year experience and retention. Enhances student learning through developmental education and supports student tutoring. Works to improve alumni relations and expand alumni giving.

Designated Reserves – Auxiliary Student Organizations:

1. **Auxiliary Student Organizations \$3,078,858** – Monies generated through student fees to be utilized by students for the students. For example, student fees fund the athletic fields.







Lehigh Carbon
COMMUNITY COLLEGE

CELEBRATING

55

YEARS 1966-2021