LEHIGH CARBON COMMUNITY COLLEGE

Minutes of the Meeting of the Board of Trustees
August 6, 2026
Volume 62

The scheduled regular meeting of the Board of Trustees of Lehigh Carbon Community College was held in an in-person and virtual manner on Thursday, August 6, 2026. Public in-person access was available in the Nevin Earl Remaley Technology Center, Room TC203, on the Schnecksville Campus, PA. Mr. David J. Hein, Chair, convened the meeting at 4:30 p.m.

Members Present:

Ms. Sharon L. Albert
Mr. Daniel C. Bosket
Mr. John "Jack" W. Corby
Mr. Samuel P. DeFrank
Mr. William P. Fonzone, Sr.
Mr. Mathias J. Green, Jr.
Mr. David J. Hein
Dr. Barbara C. Kistler
Ms. Jeanne M. Knepper
Mr. David L. Krause
Ms. Audrey L. Larvey
Ms. Michele Mazzola
Mr. Kenneth H. Mohr, Jr.
Mrs. Ann L. Thompson

Staff Present:

Ms. Tracy Bean, Executive Assistant to the President and Board of Trustees
Ms. Stacey Betz, Vice President for Finance and Administrative Services
Dr. Ann D. Bieber, President
Dr. Cindy Haney, Vice President for Enrollment Services
Mr. Andrew King, Interim Dean of Allied Health, Science & Mathematics
Mr. Joshua Mitchell, CIO
Dr. Melanie Turrano, Professor of English
Ms. Larissa Verta, Vice President for Academic Services & Student Development

Counsel Present:

Attorney Paul S. Frank

Press Present:

None.

Others Present:

None.

Members of Public Present:

None.

Public Comment:

None.

Agenda Items

Minutes of Previous Meeting
July 2, 2026

On a motion by Trustee Fonzone, seconded by Trustee DeFrank, the minutes for the July 2, 2026 LCCC Board of Trustees meeting were approved.
Trustee Thompson noted that the request and discussion by Trustee Ken Mohr to review the Fact Book was not included in the F&F committee minutes. The F&F committee minutes will be amended to include the information.

Treasurer's Report

Trustee Fonzone provided the Treasurer's Report as listed below:

Cash Balance 6/01/2026	$41,444,513.00
Receipts	+9,338,891.00
Total	$50,783,404.00
Disbursed	-5,220,102.00
Cash Balance 6/30/2026	$45,563,302.00

Total revenues are $46,767,935 or 96% of the budget compared to 96% last year. Total expenditures are $46,163,758 or 94% of the budget compared to 91% last year.

President's Report

Dr. Bieber announced several grants, including a $1.4 million Small Business Administration grant for advanced manufacturing and a $120,000 grant, with assistance from Senator Argall, for a dental assistant simulation lab. Dr. Aldridge and her team from Jefferson University visited campus to discuss expanded transfer opportunities and an updated clinical training agreement.

Dr. Haney provided the enrollment report for both Summer 2 and Fall semesters with current enrollment down 5.5% in credits and 4.5% in heads for Summer 2, and down 6.8% in credits and 7% in heads for Fall semester with 128 students dropped for nonpayment, though some re-registered afterward.

Personnel, Curriculum and Government Relations Committee: *Occupations at Eli Lilly and Programs*

Trustee Kistler welcomed Andrew King, Interim Dean of Allied health, Science and Mathematics for the *Occupations at Eli Lilly and Programs* presentation.

Andrew presented updates on the partnership with Eli Lilly, highlighting the establishment of a fill-finish operation in the Lehigh Valley that will create 850 jobs averaging $100,000 annually. He detailed the transformation of Science Hall facilities into specialized labs, including a biotechnology lab, an advanced clean space simulation lab, and a workforce training room focused on teaching technician and operator skills. Andrew outlined a new

curriculum structure with a 150-hour short-term training program featuring "bronze" and "silver" levels, with tracks for operators and technicians, leading to GMP-ready certification.
Andrew presented a new biotechnology program being developed in partnership with Lilly, which will include associate degree and workforce training components focused on GMP and aseptic technique. The program is expected to launch in fall 2027. Construction of Lilly's new facility is anticipated to be complete around 2030. Our curriculum has already been submitted for approval and the college plans to hire two full-time faculty members plus potential adjunct instructors.

Resolution 62.02

Collegiate Award of Distinction – 2026
This Resolution is to approve and present the 2026 Collegiate Award of Distinction to Mr. Don Cunningham, and was approved with a vote of 14 Yea and 0 Nay

PACCC Legislative/ Governmental Affairs Update

Trustee Thompson provided the following Legislative/ Governmental Update:

- The Middle States team continues to meet to prepare the Self-Study Report
- The Pennsylvania State budget was passed
- Trexler Trust granted $50,000 to the college to update and market educational courses in healthcare

A complete report for this committee can be found in its minutes of July 20, 2026.

Finance and Facilities Committee

Trustee Mohr reviewed this committee's minutes for July 20, 2026. The cash flow, revenue and expenditures, SGA, and auxiliary budgets were reviewed. Additionally, the accounts receivable report was reviewed for the year end; $2.7 million, roughly $2 million is student accounts and $764,000 in company receivables. Other updates included a review of the fourth quarter Grants Reports, indicating an increase from last year.
The committee will review the 2025 Fact Book – taking time at the end of committee meetings to review several sections at a time.

Resolution 62.03

The Board approved the following Resolutions:

Lease – Municipal Capital Finance
This resolution approves and authorizes entry by the College as Lessee into a lease agreement with Municipal Capital Finance for the lease/purchase of upgrading Lehigh Carbon Community

College's Technology Equipment meeting all specifications as outlined, and was approved with a vote of 14 Yea and 0 Nay.

A complete report for this committee can be found in its minutes of July 20, 2026.

Negotiations Committee	No report.
LCCC Foundation	Dr. Kistler reported on the LCCC Foundation's distribution of $1,511,184 to 1,292 students last academic year. These numbers represent a 19% increase in the number of students and an 18% increase in total scholarship funding.
Old Business	None.
New Business	Trustee Fonzone inquired if Eli Lilly would be offering scholarships to students; Dr. Bieber responded that everything is in the beginning stages. Trustee Krause inquired about the Graduate Outcomes report and would like to report to his superintendent how we track our students after graduation – the Lehighton superintendent would like to begin a similar project.
Public Comment – Non-Agenda	None.
Announcements	
Adjournment	Chair Hein adjourned the meeting at 5:22 pm.

Respectfully submitted,

Ms. Sharon Albert, Secretary
Board of Trustees
Lehigh Carbon Community College

/tlb

LEHIGH CARBON COMMUNITY COLLEGE
BOARD OF TRUSTEES
September 3, 2026
Volume 62

For Action

62.02 Collegiate Award of Distinction - 2026

Whereas,

Mr. Don Cunningham has been a fervent advocate and supporter of Lehigh Carbon Community College; and,

Whereas,

Don Cunningham has shown longstanding dedication to the greater Lehigh Valley and most recently towards Lehigh Carbon Community College and its mission; and,

Whereas,

Don Cunningham serves as the President and CEO of the Lehigh Valley Economic Development Corporation (LVEDC) and over three decades has built a distinguished career across public service and the private sector, consistently advancing economic and workforce development throughout the region; and

Whereas,

Don Cunningham has demonstrated a deep and sustained commitment to strengthen the Lehigh Valley and has helped guide the region's transformation into a thriving manufacturing hub, with employment growth that continues to outpace national trends; and,

Whereas,

Don Cunningham has been instrumental in advancing the largest economic development project in the region's history, the $3.5 billion investment by Eli Lilly and Company. This transformational project is creating substantial opportunities for the region and aligns with LCCC's role in preparing a highly skilled workforce in manufacturing and technology. His vision, leadership, and commitment will have a lasting and meaningful impact on the Lehigh Valley and Lehigh Carbon Community College students for years to come.

Now, Therefore, Be It Resolved,

That the Board of Trustees of Lehigh Carbon Community College hereby authorizes the Board Chair to present the LCCC 2026 Collegiate Award of Distinction to Mr. Don Cunningham; and,

Be It Further Resolved,

That a copy of this resolution be presented to Mr. Don Cunningham.

Presenting Committee: Personnel, Curriculum and Government Relations

Presented by: Dr. Barbara Kistler

Motion made by: Dr. Barbara Kistler

Seconded by: Mr. Samuel DeFrank

Yea 14 Nay 0

July 2, 2026

Dr. Ann D. Bieber
President, Lehigh Carbon Community College
4525 Education Park Drive
Schnecksville, Pa. 18078

Dear Dr. Bieber,

It is my honor to submit this nomination of Don Cunningham for the 2026 Collegiate Award of Distinction from Lehigh Carbon Community College.

Mr. Cunningham deserves this recognition due to his longstanding dedication to the greater Lehigh Valley and his significant contributions to Lehigh Carbon Community College (LCCC) and its mission.

Since July 2012, Mr. Cunningham has served as President and CEO of the Lehigh Valley Economic Development Corporation (LVEDC), an organization accredited by the International Economic Development Council. Over the course of more than three decades, he has built a distinguished career across public service and the private sector, consistently advancing economic and workforce development throughout the region.

Mr. Cunningham currently serves on the Pennsylvania Workforce Development Board, having been appointed in 2023 by Governor Josh Shapiro. His extensive public service includes being twice elected Mayor of Bethlehem and twice elected Lehigh County Executive. He also served as Pennsylvania's Secretary of the Department of General Services under Governor Ed Rendell, as President of the Pennsylvania League of Cities, and as a member of Bethlehem City Council.

From his early career as a city government reporter to his current leadership at LVEDC, Mr. Cunningham has demonstrated a deep and sustained commitment to strengthening the Lehigh Valley. His leadership has helped guide the region's transformation into a thriving manufacturing hub, with employment growth that continues to outpace national trends.

Most notably, Mr. Cunningham has been instrumental in advancing the largest economic development project in the region's history—the $3.5 billion investment by Eli Lilly and Company. This transformational project is creating substantial opportunities for the region and directly aligns with LCCC's role in preparing a highly skilled workforce in manufacturing and technology. His collaboration with Governor Shapiro and regional partners was critical in securing this once-in-a-generation opportunity.

Mr. Cunningham's vision, leadership, and commitment have had a lasting and meaningful impact on both the Lehigh Valley and Lehigh Carbon Community College. His work continues to expand opportunities, strengthen the regional economy, and support the success of LCCC students.

For these reasons, I respectfully urge the Board of Trustees to recognize Don Cunningham with the 2026 Collegiate Award of Distinction.

Sincerely,

David J. Hein
Chair, LCCC Board of Trustees

LEHIGH CARBON COMMUNITY COLLEGE
BOARD OF TRUSTEES
August 6, 2026
Volume 62

For Action

62.03 Lease Agreement with Municipal Capital Finance

Be It Resolved,

That the Board of Trustees of Lehigh Carbon Community College hereby approves and authorizes entry by the College as Lessee into a lease agreement with Municipal Capital Finance for the lease/purchase of upgrading Lehigh Carbon Community College's Technology Equipment for a term of five (5) years with an option to purchase the items for $1.00 at termination, with a quarterly lease cost of One Thousand, Five Hundred Fifty Dollars ($1,550.00).

Information

The new lease allows the College to purchase Technology equipment such as: Computers and Laptops, Infrastructure equipment (servers, storage, Wi-Fi) and Audio-Visual equipment.

Requests for lease quotes were submitted to six companies. Request for Proposal stated a quarterly payment amount and requested the amount of funds that will be provided to the College for equipment purchase. One company responded:

Company	**Total Funds Provided**
Municipal Capital Finance, Allentown, PA	$27,191.97

Lease will be funded approximately 50% by the Commonwealth of Pennsylvania, and 50% from the sponsoring school districts.

Presenting Committee: Finance and Facilities

Presented by: Mr. Kenneth Mohr

Motion made by: Mr. Kenneth Mohr

Seconded by: Mrs. Ann Thompson

Yea 14 Nay 0