

# LEHIGH CARBON COMMUNITY COLLEGE

Minutes of the Meeting of the Board of Trustees

June 1, 2023

Volume 58

The scheduled regular meeting of the Board of Trustees of Lehigh Carbon Community College was held in a conventional manner with virtual access via a telecommunications device on Thursday, June 1, 2023. Public in-person access was available in the Nevin Earl Remaley Technology Center, Room TC203, on the Schnecksville Campus, PA. Mr. David Krause, Board Chair, convened the meeting at 5:30 p.m.

## Members Present:

Ms. Sharon L. Albert  
Mr. Samuel P. DeFrank  
Mr. Mathias J. Green, Jr.  
Mr. David J. Hein  
Dr. Barbara C. Kistler  
Mr. Matthew T. Korp

Mr. David L. Krause  
Ms. Audrey L. Larvey  
Mr. Paul R. McArdle, Jr.  
Mr. William Miracle  
Mr. Kenneth H. Mohr, Jr.  
Mrs. Ann L. Thompson

## Staff Present:

Dr. Ann D. Bieber, President  
Ms. Ann C. Conte, Office Assistant to the President's Office and Board of Trustees  
Dr. Cindy Haney, Vice President for Enrollment Management  
Dr. Karen Ladley, Associate Dean for Student Learning and Organizational Development  
Mr. Joshua Mitchell, Chief Information Officer  
Ms. Stefanie Nester, Vice President for Finance and Administrative Services  
Dr. Melanie Turrano, Professor of English  
Ms. Larissa Verta, Vice President for Academic Services and Student Support

## Counsel Present:

Attorney Jerome B. Frank

## Press Present:

None.

## Others Present:

None.

## Members of Public Present:

None.

Public Comment –  
Agenda Items

None.

Minutes of  
May 4, 2023

On a motion by Trustee Mohr, seconded by Trustee DeFrank, the minutes of the May 4, 2023 LCCC Board of Trustees meeting were approved.

## Announcement

Chair Krause reported speaking with Trustee Pompa, who is ten days post op and is doing better each day both mentally and physically. The Board wishes him all the best through his recovery.

## Treasurer's Report

Trustee William Miracle, Treasurer, provided the Treasurer's Report as listed below:

Cash Balance 4/01/23	\$39,888,477.00
Receipts	<u>+6,270,056.00</u>
Total	\$46,158,533.00
Disbursed	<u>-5,242,254.00</u>
Cash Balance 4/30/23	<u>\$40,916,279.00</u>

## President's Report

Dr. Bieber stated the college was very fortunate to have the support of Senator Dave Argall who provided LCCC the opportunity to present to the Senate Education Committee on Dual Enrollment. The testimony that was presented is linked to the agenda and was well received. Senator Argall also provided the college the opportunity to join a meeting with the superintendents in his area to talk about Dual Enrollment opportunities and challenges. He questioned them on whether they were using Dual Enrollment, and if not, why not? The number one response was lack of funding. Senator Argall stated that while he cannot make any promises, there is bipartisan support for Dual Enrollment funding and it is priority for him. The college is fortunate to have him serving as chair of the Education Committee.

Dr. Bieber reported Vice President Haney's team has begun rolling out the pilot for the sponsoring school district graduate scholarship program, provided through the Foundation. Each sponsor school district will receive one full scholarship. The college is anxious to see the results on registration and retention. The Foundation was very generous with this funding.

Dr. Bieber also announced a \$100,000 increase to the Perkins grant funding for this year. The Perkins funding is significant for the college in terms of staffing and equipment and the increase will put the award at a little over \$1.1M.

Dr. Bieber also advised about an opportunity she had to meet with the Lehigh County Executive, Phil Armstrong, where she expressed the interests of GED, literacy training, and ESL and the need for more scholarship funding. While there were no promises made, the request was signed. There is some extra funding available and the college is being optimistic and thankful for strong community support.

Dr. Haney reported the Summer 1 session started last week and enrollment is up, but unfortunately the numbers were not up to the budgeted credit hours. Dual Enrollment credits are up for Summer 1, but down for degree seeking students. It is good to see the numbers in the “green” for students registered for the Summer 1 session.

For Summer 2, it is 6 weeks out to the start of the semester. The hope is for students enrolled in Summer 1 to continue and register for Summer 2.

For Fall 2023, there are 13 weeks left to the start of the semester and many initiatives are in place for enrolling the continuing students. There has been a lot of activity with new students registering and signing up for orientation and registration sessions with smaller events occurring throughout the summer to encourage students to enroll as well.

Nominating  
Committee

The Nominating Committee consisted of Trustee Ann Thompson, Chair, and Trustees Audrey Larvey, Paul McArdle, Mathias Green, and William Fonzone.

On behalf of the Nominating Committee, Chair Thompson presented the following names in nomination to serve as officers of the Board for fiscal year 2023-2024:

- Chair..... Mr. David L. Krause
- Vice Chair..... Mr. Samuel P. DeFrank
- Treasurer..... Mr. William Miracle
- Secretary..... Dr. Barbara C. Kistler
- Assistant Treasurer..... Mrs. Stefanie Nester
- Assistant Secretary..... Mrs. Ann Conte

A voice vote confirmed unanimous approval for each officer presented by the Nominating Committee.

Personnel,  
Curriculum, and  
Government  
Relations  
Committee

Dr. Kistler introduced Dr. Karen Ladley, Associate Dean for Student Learning and Organizational Development, to provide an overview of a new tool called EdReady.

*Presentation:  
EdReady*

Dr. Ladley thanked the Board for the opportunity. EdReady is a relatively new tool; the college has been using it for about one year but not for placement. EdReady provides a low stakes placement measure that allows students to continue developing. Students are not automatically placed in a course without the opportunity of moving on; they can remediate and improve their test score much like a video game, which makes it attractive to students.

Over the last few years, there has been much discussion about students being ‘college ready.’ Since COVID, and the subsequent enrollment challenges facing colleges, the push has been for the colleges to be more ‘student ready.’ This tool will allow for both of these things to happen.

Traditionally, placement testing provided a snapshot of where a student might be ready to start, but the problem with that is students do not see it that way. Students see themselves being ready for college or not being good enough for college. Studies done over the years have proven this theory. Many schools have tried to move away from placement testing but have been unsuccessful, and this is where a tool like EdReady comes into play. EdReady looks at placement, but also provides the opportunity for students to catch up in areas where there might be a deficit. EdReady places students with a baseline score but then customizes a pathway, based on how they did in the placement testing, for continued work and learning on content they are missing.

Research has shown multiple measures of placement are really best practice. Knowing where students are, but also knowing how motivated they might be, allows for a better picture of how well students will perform.

For Phase 1, EdReady was rolled out as curriculum for the Summer Bridge program and was well received by students. The tool also allows faculty to see where students were getting a lot of things wrong and placed low, and in turn they were able to design their interventions based on that data. In Phase 2, many of the partnering schools were asking for a tool to help fill gaps left by COVID and online learning, and fill gaps for students with math trauma. The tool was pushed out to the high schools making it available for them to use. The cost of the product is one flat rate and the college can use it as much or as little as needed. Phase 3 will take place in August when the math aspect of EdReady will be rolled out for placement measures, which again gives students an opportunity to bring up their scores. Reading and writing are also available in EdReady, but it has not been determined how that will be used.

The Parkland School District piloted the tool with 68 students who had math challenges, and the Allentown School District used it with a smaller cohort of seven students. The students from the Allentown schools used the product at home individually, but only one student put in the work and found much success. The Parkland schools used it as a college readiness course with a teacher facilitating. Out of 68 students, 64 passed Math 105 making them college ready. Because it was a yearlong program, EdReady was used for half of the course and then a Math 105 Dual Enrollment course was rolled out for the remainder of the year. The recent results showed that every student who took the Dual Enrollment option passed with a B plus or minus, or an A. This is a 100% success rate and a very exciting result. Parkland loved the program and are potentially planning for about 200 students for next year.

The beautiful thing about the product is it does not make it a one size fits all placement experience. Students gain a pathway that they can work through to improve their scores. The tool is adaptive and can be rolled out to other entities. Students in high school can take the placement test and work to fill in gaps they may experience in Math before coming to college. Faculty can use the learning resources available in the product. There is no per pupil cost, because it is an overall site license. The tool also changes the mindset from the pass or fail concept. Students can use it at home or on campus. The exam is untimed, same as the current placement test, and it does not require proctoring. Overall, the product creates a feeling of success and belonging and a much more relaxed experience for students instead of the high anxiety experience of testing, providing both 'student ready' and 'college ready' competencies.

Chair Krause thanked Dr. Ladley for an excellent presentation

Dr. Kistler reviewed the minutes for the May 15 committee meeting. The committee reviewed the COVID Health and Safety plan, which should be the final review. The college is under mandate to do so until all stimulus funds are depleted. Dr. Kistler also reminded the trustees about installing the Multi Factor Authentication (MFA). The goal is to have everyone onboard by September.

Dr. Kistler presented the following resolutions:

Resolution 58.47

Appointment of Solicitor

This resolution for appointment of the solicitor for FY2023-24 was approved by a vote of 12 Yea, 0 Nay.

Attorney Jerome Frank thanked the Board for the reappointment and their continued confidence in his services. He also noted the expansion of labor law services, which appears to be working well.

Resolution 58.48

Schedule of Regular Board Meetings for Fiscal Year 2023-2024

This resolution establishing the Board meeting schedule for FY2023-2024 was approved by a vote of 12 Yea, 0 Nay.

A complete report of this committee can be found in its minutes of May 15, 2023.

PACCC  
Legislative and  
Governmental  
Affairs Update

Trustee Thompson reported the community college presidents are in the process of hiring an interim person for a one-year period to replace outgoing PACCC President and CEO, Elizabeth Bolden and a candidate has been identified. In terms of the state budget, there is nothing new to report. Other news concerns PA House Representative, MaryLouise Isaacson, who serves in Philadelphia County and chairs the Education Subcommittee on Higher Education. She has asked the community college presidents to send messages to their representatives asking for increased funding and has introduced a bill to that effect. Trustee Thompson commended the testimony provided by Dr. Bieber to the Senate Education Committee.

Dr. Bieber added that the college's legislators and representatives have all been very responsive. Dr. Kistler reported receiving a personal letter from Representative Ryan Mackenzie, who attended LCCC, and expressed his appreciation and support for community colleges.

Dr. Kistler called attention to the *Cougar News* newsletter handout. The handout is a reference tool for trustees to use at school board meetings.

A complete report for this committee can be found in its minutes of May 15, 2023.

Finance and  
Facilities  
Committee

Trustee Mohr reviewed this committee's minutes for May 15, 2023. The committee received an overview of the college's insurance coverage and recommendations from Miers Insurance. The overall cost of the insurance package was down with the exception of the cybersecurity insurance premium, which had not been received at the time of the meeting. The college had two cybersecurity incidents within the past year and the expectation was for an increase. As an update, the administration has since received the quote and fortunately the Workers' Compensation

among others were down significantly thereby keeping the overall price of the insurance package within budget.

The committee also reviewed the CARES/CRRSA/ARP update, cash flow, and revenue and expenditures reports. The enrollment update was presented with the most recent update provided tonight. There were no resolutions reviewed for Board approval.

A complete report for this committee can be found in its minutes of May 15, 2023.

Negotiations  
Committee

No report.

Joint Coordinating  
Committee

Trustee Larvey reported on changes made to the structure of the Joint Coordinating Committee starting next year. For 2023-2024, the committee will meet at 8:30 a.m., instead of 7:30 a.m., and the committee will meet twice per year, instead of five times per year, with each of the four entities presenting at one of the two meetings.

Trustee Larvey stated the JCC meetings are most informative and provided a few highlights of the May 19 meeting. The LCCC presentation was about the Science in Motion program. The college loans scientific equipment, lab set-ups, lesson plans, and co-teachers in the STEM field and it is a traveling group. This provides great opportunities for the school districts. The IU reported on the development of pertinent courses for administrators to keep current with their continuing education requirements under Act 45. The IU is also creating courses related to social and mental health issues resulting from COVID. LCTI is developing and expanding their animal science program that meshes with LCCC's Vet Tech program. It is a very hands-on type of program with field trips to clinics and local industry partners and job shadowing at the local veterinary hospitals. They also reviewed some of their new equipment called an Anatomage Vet Table for virtual dissections. CCTI conducted some data research and learned the program with the longest wait list is Cosmetology. They will be reconfiguring the cosmetology lab to accommodate up to 50 students. The project is slated to start in the summer of 2024-25.

CLIU Executive Director, Elaine Eib, will be retiring and May 19 was her last JCC meeting.

A complete report for this committee can be found in its minutes of May 19, 2023.

## LCCC Foundation

Dr. Kistler announced the Executive Director of the Foundation has left the college and Dr. Bieber stated the college immediately filled the position through Allied Temporary Services. Lisa Curran, formerly with the Century Fund, is currently serving as the interim Executive Director, and is doing an outstanding job.

Dr. Kistler announced a Board meeting is scheduled for later this month.

## Old Business

Chair Krause expressed his appreciation to Dr. Bieber and to all who were involved in the preparation and execution of Commencement. Commencement ran very well and the students were very respectful. He recognized all of the work and effort that goes on behind the scenes to make the event run smoothly and commended those efforts.

## New Business

Trustee Albert reported on a news article published in the Lehigh Valley News last week with the headline, "Allentown School District Works to Reinvigorate Early College Program." The article was harsh and not factually accurate citing problems with the Allentown School District's connection to LCCC. Many readers caught onto to it right away because the numbers were inaccurate and there was much misinformation contained in the article.

Dr. Bieber reported speaking with the Allentown School District's Board Chair about the article. The word is that the reporter can often take things out of context and merge different subjects not always in a flattering way. The Allentown School District's Director of Public Relations had a list of questions to determine if they will respond or not. The college has responded back to them answering all their questions. Responses were put together for the superintendent's staff as well.

Dr. Bieber reported Dr. Melanie Turrano, who leads the college's success coaches, immediately responded to her when learning about the article. The support systems in place for the Early College program provide each student with three coaches and plenty of intervention for academic requirements.

The reporter has not been contacted and it is unclear if the reporter even attended the Board meeting. In Trustee Albert's opinion, the article will be overlooked because there is not much there.

Public Comment  
Non-Agenda

None.



Announcements

None.

Adjournment

Trustee Krause called for a motion to adjourn. The meeting adjourned at 6:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Barbara C. Kistler".

Dr. Barbara C. Kistler, Secretary  
Board of Trustees  
Lehigh Carbon Community College

Attachments

/acc