

# LEHIGH CARBON COMMUNITY COLLEGE

## Minutes of the Meeting of the Board of Trustees

March 6, 2025

Volume 60

The scheduled regular meeting of the Board of Trustees of Lehigh Carbon Community College was held virtually Thursday, March 6, 2025. Public in-person access was available in the Nevin Earl Remaley Technology Center, Room TC203, on the Schnecksville Campus, PA. Mr. Sam DeFrank, Chair, convened the meeting at 5:30 p.m.

### Members Present:

Ms. Sharon L. Albert

Mr. John W. Corby

Mr. Samuel P. DeFrank

Mr. William P. Fonzone, Sr.

Mr. Mathias J. Green, Jr.

Mr. David J. Hein

Dr. Barbara C. Kistler

Mr. Matthew Korp

Mr. David L. Krause

Ms. Audrey L. Larvey

Ma. Michelle Mazzola

Mr. Paul R. McArdle

Mrs. Ann L. Thompson

### Staff Present:

Ms. Tracy Bean, Executive Assistant to the President and Board of Trustees

Ms. Stacey Betz, Controller

Dr. Ann D. Bieber, President

Dr. Cindy Haney, Vice President for Enrollment Management

Mr. Joshua Mitchell, CIO

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:

Mr. Scott Aquila, Dean of Business, Legal Studies & Institutional Effectiveness, and Accreditation Liaison Officer (ALO)

### Members of Public Present:

None.

Public Comment –  
Agenda Items

None.

Minutes of Previous  
Meeting  
February 6, 2025

On a motion by Chair DeFrank, seconded by Trustee Thompson, the minutes for the February 6, 2025, LCCC Board of Trustees meeting were approved.

## Treasurer's Report

David Hein, Treasurer, provided the Treasurer's Report as listed below:

Cash Balance 1/1/2025	\$44,094,903.00
Receipts	<u>+3,348,625.00</u>
Total	47,443,528.00
Disbursed	<u>-4,985,142.00</u>
Cash Balance 1/31/2025	<u>\$42,458,386.00</u>

Total revenues are \$31.2 million or 67% of the budget compared to 70% last year; Total expenditures are \$26 million, or 56% of the budget compared to 54% last year.

One CD renewed at the end of January with Embassy Bank at a rate of 4.41%. A second CD was awarded to American Bank in mid-February at a rate of 4.59%. Five quotes were received for this bid.

## President's Report

Dr. Bieber reported that last week, Senator McCormick's district manager, Nathan Gerace, visited campus and we provided him with a tour. We hope to host Sen. McCormick on campus as well. We had an opportunity to talk with Mr. Gerace about fake and fraudulent applications and the impact it has on our students, notably making less funds available. We provided him with contact information with PACCC for a state perspective and the American Association of Community Colleges to get a national perspective.

Seventh graders from ASD will be taking classes at the Donley center due to flooding in their school building, we expect them to be at Donley for about one month.

Thanks to Attorney Frank and his team for guidance during this unprecedented time.

Recent webinars on developing events, have indicated there will be a possibility of 'risk sharing', which is if students don't achieve outcomes and they don't pay back their student loans, the

college will share in that default. This is something that we may have to consider for future budgeting.

The PA Commission will be sending out the advocacy link this week, and it will be shared with all faculty, staff and students.

Dr. Haney provided the enrollment report. We are in week five of the spring session, headcount is down 1.4% and credit hours are down 3.7%.

Also, two items are attached for review, "How Dire is Higher Ed?" and the PA Community College Enrollment Performance report. The report indicates LCCC is down 6% compared to the other PA community colleges. The lowest enrollment change is down 39% for Delaware CC, Comm. College of Philadelphia and Allegheny; the highest enrollment change is up 14% for Reading.

Personnel,  
Curriculum and  
Government  
Relations  
Committee  
*Middle States  
Update*

Dr. Kistler welcomed Dean Scott Aquila to provide the Middle States Accreditation Update presentation.

Dean Aquila reported the Self Study Design was submitted on February 11, 2025 and confirmation of receipt was the same day.

VP Ryan Hartnett of Middle States will be reviewing the document before his visit on April 22, when he will be meeting with various groups from the college and providing his feedback on the Self Study Design.

The college is hosting a Kick-Off event on April 4 to bring the Steering Committee and Working Groups together. Expectations and planning will be discussed for the Self Study Report.

A final agenda will be sent as we get closer to the April 22 visit.

Chair DeFrank thanked Dean Aquila and the team for all the work that's been done so far.

Trustee Kistler proceeded with the approval of pending resolutions.

Resolution 60.19

Academic Calendars for Fall 2026, Winter 2026-27, and Spring 2027

This resolution is to approve the Academic Calendars for Fall 2026, Winter 2026-27 and Spring 2027 and was approved with a vote of 13 Yea and 0 Nay.

## Resolution 60.20

Academic Calendar for Summer 2027

This resolution is to approve the Academic Calendar for Summer 2027 and was approved with a vote of 13 Yea and 0 Nay.

## Resolution 60.21

Faculty Promotions for 2025-2026 Academic Year

This resolution is to approve the recommended faculty promotions for the 2025-2026 academic year and was approved with a vote of 13 Yea and 0 Nay.

PACCC Legislative/  
Governmental  
Affairs Update

Trustee Thompson provided the following update;

1. The United States Department of Education is pending a shut down on March 7, 2025.

2. Dr. Kate Shaw, State Board of Higher Education (SBHE), shared comments on the federal shut-down; Carrie Amann was hired as the Workforce Development and Academic Affairs Director for SBHE. An update on the SBHE committees were reviewed.

3. The goals of the SBHE were attached for review.

4. Frequently Asked Questions - Regarding the US Department of Education, the letter was attached for review.

5. Two articles are attached regarding the confirmation of Linda McMahon, Secretary of Education.

A complete report for this committee can be found in its minutes of February 17, 2025.

Finance and  
Facilities  
Committee

Trustee Hein reviewed this committee's minutes for February 17, 2025. The committee reviewed the financial reports and discussed the resolution for the PA. Department of Education which is up for vote tonight. A Foundation update was provided and the enrollment dashboard was reviewed.

## Resolution 60.22

Approval of Submission of PDE Capital Funding Application for Campus Wide HVAC, Chillers, and Air Handling Units Renovation

This resolution is to approve the submission of a Capital Funding Application to the Pennsylvania Department of Education for campus-wide HVAC, Chillers and Air Handling Units and was approved with a vote of 13 Yea and 0 Nay.

A complete report for this committee can be found in its minutes of February 17, 2025.

Negotiations  
Committee

No report.

Joint Coordinating  
Committee

The next meeting is being held on March 21, 2025.

LCCC Foundation

Dr. Kistler reports the Spring Bingo event, to support student scholarships, will be April 26. Tickets are available. Dr. Kistler will be collecting restaurant gift cards for a donation as a raffle basket, please bring your gift card to the March 17 committee meeting. The Foundation currently pays 80% of its expenses back to the college and is discussing increasing that to 90%, pending a vote of the directors. The Strategic Plan is moving forward and was discussed at length at the last meeting.

Old Business

None.

New Business:  
*School District  
Budget Approval  
Update*

All but two school districts have submitted their approvals.

Public Comment –  
Non-Agenda

None.

Announcements

None.

Adjournment

Chair DeFrank adjourned the meeting at 6:25pm.

Respectfully submitted,



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