

LEHIGH CARBON COMMUNITY COLLEGE

Minutes of the Meeting of the Board of Trustees

November 2, 2023

Volume 59

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, November 2, 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:

Mr. Daniel C. Bosket

Mr. Samuel P. DeFrank

Mr. William P. Fonzone, Sr.

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. 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

Mr. Joshua Mitchell, Chief Information Officer

Ms. Stefanie Nester, Vice President for Finance and Administrative Services

Ms. Larissa Verta, Vice President for Academic Services and Student Support

Ms. Nada Veskovic, Associate Professor of Electronics

Dr. Melanie Turrano, Professor of English

Counsel Present:

Attorney Jerome B. Frank

Press Present:

None.

Others Present:

None.

Members of Public Present:

None.

Public Comment –
Agenda Items

None.

Minutes of
October 5, 2023

On a motion by Trustee Fonzone, seconded by Trustee DeFrank, the minutes of the October 5, 2023 LCCC Board of Trustees meeting were approved.

Treasurer's Report

Assistant Treasurer, Stefanie Nester, provided the Treasurer's Report as listed below:

Cash Balance 9/01/23	\$36,164,953.00
Receipts	<u>+3,380,131.00</u>
Total	\$39,545,084.00
Disbursed	<u>-5,527,310.00</u>
Cash Balance 9/30/23	<u>\$34,017,774.00</u>

President's Report

Dr. Bieber reported the Council of Presidents met with Dr. Kate Shaw, Deputy Secretary of Education, and the results of the meeting are outlined in the Community College Conversation PPT presentation attached to the agenda.

The Council of Presidents held a pre-meeting to prepare for the meeting with Dr. Shaw. The conversations were interesting and no decisions were reached. The Governor was very eager to hear from the presidents and if necessary, there will be task forces formed following the report and his decision, to implement and operationalize his recommendations similar to what he did in July.

Dr. Bieber reported speaking with Senator Nick Miller, and Representative Peter Schweyer and Senator David Argall, who chair the Education Committee, and they all stated there have been no conversations with the Governor, his legislative staff, or PDE and they do not know anything further.

During the meeting, Dr. Bieber informed Dr. Shaw that the most disturbing part would be losing the local control of the sponsors and the community the college serves. Both scenarios presented have governing Boards and the impression is they are leaning towards the one with the same governing board for PASSHE and the community colleges and then both having their local Boards. Dr. Shaw requested to have all thoughts put in writing and today communicated that time was of the essence in submitting them.

Dr. Bieber added that there would still be many steps to go through as pointed out by the legislators. Dr. Bieber consulted

Attorney Frank, who pointed out that under the charter, PDE has the power to govern the community colleges, and the Governor would loosely have power, but when it comes to the question of ownership that would be a different story. Dr. Bieber brought this up to Dr. Shaw who responded that ownership was a good question; however, they do own PASSHE. The job description for the search for a new president for PACCC was presented to Dr. Shaw and she indicated that it was fine, but stated it might not be needed. Dr. Bieber stated it is these types of comments where the presidents are connecting the dots.

Dr. Bieber also advised a report is being prepared outlining the financial and services impact on the colleges if funding is delayed until June. This report will be given to the legislators who are willing to shepherd it for the community colleges. Senator Argall remarked he was hopeful because he heard some of the right people were in the room to start the conversation. Dr. Bieber will continue to keep the Board and college community updated on the situation.

Dr. Haney reviewed the Fall 2023 Enrollment Registration report for Week 9. For the same point in time, headcount is up 2.2% and credit hours down .3%. For the budget, the numbers are down about 2.2% in total credits from budget. The numbers for Dual Enrollment are up 15.5% and down about 3% in degree seeking credits.

Personnel,
Curriculum, and
Government
Relations
Committee
*LCCC Science in
Motion*

Dr. Kistler introduced Nada Veskovic, Associate Professor Electronics, to provide the results of her sabbatical leave.

Ms. Veskovic thanked everyone for the opportunity to present the results of her sabbatical leave to research a course that would combine electrical engineering technology and computer science. From her personal experience and knowledge of the manufacturing industry, Ms. Veskovic was aware of the interconnection between mechanical, electrical, and computer systems in the field, and that the college did not have any offerings that combined these disciplines. Local companies expressed a strong need for this type of program to be developed. One local company approached the noncredit side asking for a program tailored to their needs that was a combination of electrical systems and computer science. Another local company, who was a longtime partner with LCCC, was always asking about a computer science program. These inquiries sparked the idea to fill the hole that existed and offer something that would combine the two disciplines.

Together with a computer science professor, Ms. Veskovic developed a program that combines electrical engineering

technology and computer science. Before beginning work on the course, Ms. Veskovic consulted with the Electronics Advisory Board members, local company representatives, school districts, and LCTI and CCTI instructors who were all very receptive.

Ms. Veskovic researched the best pedagogy used in both two and four year courses of this nature. Two different robot platforms with different processors and different programming language were evaluated to determine what was best for the students. The criteria was educational focus, technical support, and greater user interface so students would find it extremely easy to use, study, and learn. Cost was also a focus and based on all criteria, the Parallax robot platform hit all of these points.

Based on the selected pedagogy, there was high emphasis on hands-on, active, and collaborative learning. Until this course, the electronics students did not have exposure to high-level languages and this course will provide that exposure. With 80 to 90% of LCCC students working, they take whatever course is prescribed in the program and do not search for something extra. The other target group of students are the Computer Science and Engineering programs and for them it is exposure to the electronics side.

The course will benefit students who will be better equipped to compete in the workforce environment with updated skill sets to meet the needs of local industry. The course aligns with the Strategic Plan by providing good learning experiences in the ever-changing world of technology. Another very important benefit is the effect on student success and retention. One of the goals was to maximize the use of active learning and this course absolutely does that. Research from other colleges indicates how much active learning, especially collaborative learning, helps with retention, student engagement, and motivation. LCCC is not alone in their focus on retention; higher education data indicates that about 40% of college students consider dropping out and that is a huge number. Retention is a key indicator of resources wasted--not only resources for students and students' families, but also the time students put into it and when they drop out they have nothing to show for it. When students drop out, graduation rates suffer and the college cannot supply the industry what they need. The extension of that is in the ever-changing world of technology and the need for highly skilled graduates and the effect on society as a whole.

Trustee Krause stated the whole project was quite impressive and commended Ms. Veskovic for doing an outstanding job.

Trustee Kistler reviewed the committee minutes for October 16. The committee reviewed the Open Job Report and the list of faculty eligible for promotion.

Trustee Kistler presented the following resolutions:

Resolution 59.07

College Policies and Regulations Manual Amendment

This resolution to approve the amendments to the *Policies and Regulations Manual* as outlined in Exhibit A was approved by a vote of 12 Yea, 0 Nay.

Resolution 59.08

Vision, Mission, Value and Equity Statement

This resolution to approve the revised Vision, Mission, Value and Equity statement was approved by a vote of 12 Yea, 0 Nay. This was the inaugural year for inclusion of the Equity Statement.

PACCC
Legislative and
Governmental
Affairs Update

Trustee Thompson read directly from the meeting presentation provided which states: *Pennsylvania's post-secondary sector will serve as an engine of economic development, innovation, and prosperity by delivering more credentials of value in an affordable, coordinated, and effective manner.* Trustee Thompson commented that although this statement sounds wonderful, it is the details that will make the difference whether it is wonderful or not; and unfortunately, although Dr. Bieber has a voice and influence, this is beyond the college's control.

As informed by Dr. Bieber, the presidents are united in the importance of retaining local control. The responsibilities for the sponsors would have to be worked out such as how much governance would they be allotted and what is their fiscal responsibility and more. PDE will provide significant resources to help determine the next steps if this is the way things will go. The presidents believe many conversations will be needed before the Governor speaks to this and that would include Boards and Unions. The school districts are the ones who own this college. The change would come with significant funding, and the benefits of the system include transferability, data systems, a predictable funding model, and the elimination of duplication. The presidents have set up a list of what they feel is important and Trustee Thompson feels the Board is in agreement with them.

Concerning the budget, there are nine days left in the session and three of them are in December. There is a strong possibility that the college will not receive any funding this year; funding might be received in a supplemental budget, but that would

mean sometime after June. Trustee Thompson remarked she is grateful the trustees saw fit to have reserves and wished she had better news to share. There was some earlier discussion concerning legislation that would address the need.

A complete report of this committee can be found in its minutes of October 16, 2023.

Finance and
Facilities
Committee

Trustee Mohr reviewed this committee's minutes for October 16, 2023. The committee had a constructive budget discussion and received an update on how the federal stimulus funds will be closed out. The committee also reviewed the Grants and Training Contracts reports. There were two resolutions reviewed.

Trustee Mohr presented the following resolutions for approval:

Resolution 59.09

Science Labs Renovations/Upgrade Project - Design & Engineering Services

This resolution to approve the design and engineering services for the Science Lab renovations was approved by a vote of 12 Yay, 0 Nay.

Resolution 59.10

HVAC Heat Pump & Water Heater Replacement-Scheller Center

This resolution to approve the replacement of the heat pump and water heater for the Scheller Center was approved by a vote of 12 Yay, 0 Nay.

Note: The committee discussed the fact that only one bidder responded to the RFP. The committee also inquired whether the college engineers had projected an estimate for the project, which they did. The bid was within the range of what the engineers had projected and the committee was comfortable with that.

A complete report of this committee can be found in its minutes of October 16, 2023.

Negotiations
Committee

No report.

Joint Coordinating
Committee

Trustee Larvey reported the committee would meet next on November 17.

LCCC Foundation

No report.

Old Business

None discussed.

