LEHIGH CARBON COMMUNITY COLLEGE

Minutes of the Meeting of the Board of Trustees
September 3, 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, September 3, 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
Mr. Kenneth H. Mohr, Jr.
Mrs. Ann L. Thompson

Staff Present:

Ms. Tracy Bean, Executive Assistant to the President and Board of Trustees
Dr. Ann D. Bieber, President
Dr. Cindy Haney, Vice President for Enrollment Services
Mr. Joshua Mitchell, CIO
Dr. Kelly Trahan, Dean of the Center for Workforce Development, Online Learning and Technology
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

An Executive Session was held prior to the start of the meeting for legal matters.

Minutes of Previous Meeting
August 6, 2026

On a motion by Trustee Fonzone, seconded by Trustee DeFrank, the minutes for the August 6, 2026 LCCC Board of Trustees meeting were approved.

Treasurer's Report

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

Cash Balance 7/01/2026	$45,563,302.00
Receipts	+3,320,977.00
Total	$48,884,279.00
Disbursed	-6,753,983.00
Cash Balance 7/31/2026	$42,130,297.00

Total revenues are $7,853,664 or 16% of the budget compared to 16% last year. Total expenditures are $3,440,284 or 9% of the budget compared to 7% last year. One CD was renewed with American Bank, $3million at 4.25%.

President's Report

Dr. Bieber reported a great start to the semester with Welcome Week activities at all sites and a pep rally was held in the gym. The college received a $1.4 million Small Business Administration grant for advanced manufacturing, and representatives will be on campus in the near future for a check presentation. The Inaugural Workforce Summit will be held on campus in October, with Governor Josh Shapiro scheduled to be the keynote speaker. Dr. Kate Shaw has announced her resignation as the Executive Director of the State Board of Education, effective January 2027; there will be a national search and Dr. Bieber will serve on the committee to fill that position.

Dr. Haney provided the enrollment report for the Fall semester with current enrollment down 5.3% in credits and 6.4% in heads. Enrollment focus is shifting to the late start sessions; the 10-week session starts September 29 and the 7-week session starting October 21.

Personnel, Curriculum and Government Relations Committee:
Many Voices, One Vision: Strategic Plan

Trustee Kistler welcomed Dr. Kelly Trahan, Dean of the Center for Workforce Development, Online Learning and Technology for the *Many Voices, One Vision: Strategic Plan* presentation.

Dr. Trahan provided an overview of Year 3 updates.
College Engagement and Wellbeing – The Engagement and Wellbeing and Employee Experience groups were combined to form the new group, College Engagement and Wellbeing. Goal 1 has been met with initiatives such as, Employee Shout-Out Program, Mindfulness Workshops, and Leadership Training.

Goals 2 and 3 have been partially met and the student experience is ongoing.

Communication - Objectives for Year 1, 2, and 3 have been met and the implementation of the Communication Plan will be forthcoming.

Data – This group's work is continuing to evolve and will continue to be reviewed and updated as technology and data usage expands. This group works very closely with the Data Governance Committee. The objectives are partially met.

Enrollment and Retention – This group works directly with ERSMT to develop enrollment and retention strategies across the college with the Enrollment Management Plan as a guide. The intention is to revamp this group with a new plan with new goals.

Programming – Two goals have been met and one has been partially met, however, this group has continued to establish data analytics to assist in programming decision making.

The trustees expressed their thanks for the presentation.

Dr. Kistler reviewed items covered in the committee meeting, including a review of the Academic Program and Student Services 5 Year Audit.

PACCC Legislative/ Governmental Affairs Update

Trustee Thompson provided the following Legislative/ Governmental Update:

- The Middle States Commission is no longer a part of the Council of Recognized Accrediting Commission.
- The College Voice is highlighting segments of the Mission, Vision, and Values statement in preparation of the upcoming Middle States visit.
- Two newspaper articles regarding higher education were mentioned.

A complete report for this committee can be found in its minutes of August 17, 2026.

Finance and Facilities Committee

Trustee Mohr reviewed this committee's minutes for August 17, 2026. The cash flow, revenue and expenditures, and enrollment reports were reviewed. The year-end Critical Incident report was reviewed. The committee will review the 2025 Fact Book – several questions have been submitted to the Administration in preparation for the discussion.

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A complete report for this committee can be found in its minutes of August 17, 2026.

Negotiations Committee

No report.

LCCC Foundation

Dr. Kistler reported on the LCCC Foundation's annual golf tournament is Monday, September 21 at Twin Lakes Golf Club. There are approximately 100 attendees and they have raised nearly $90,000. Proceeds from the event help to support student scholarships.

Old Business

Chair Hein reminded the group that *Convocation 2026-Beyond 60, The Next Chapter Begins,* was linked in the agenda if anyone wanted to view the presentation.

Trustee Sharon Albert provided an update on the SBHE Regional Workforce meeting held August 20 on campus that she and a few other Trustees attended. The meeting was focused on workforce initiatives across the state and the SBHE has developed an online dashboard to show different data points, such as workforce compliance. A large topic of the conversation centered around the transparency of connecting K-12 and college, college and workplace and workforce to triangulate the communications at each level. There was also conversation centered around competition in higher ed, to work tighter and not saturate the market. Lastly, they talked about how rapidly things were changing in higher ed, with AI being on the forefront of that change. Trustees Thompson, Krause and Mohr also contributed to the update.

New Business

None.

Public Comment – Non-Agenda

None.

Announcements

None.

Adjournment

Chair Hein adjourned the meeting at 5:42 pm.

Respectfully submitted,

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

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