

LEHIGH CARBON COMMUNITY COLLEGE

Minutes of the Meeting of the Board of Trustees

July 7, 2022

Volume 57

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, July 7, 2022. Public in-person access was available in the Nevin Earl Remaley Technology Center, Room TC203, on main campus. 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. David J. Hein

Dr. Barbara C. Kistler

Mr. Matthew T. Korp

Mr. David L. Krause

Ms. Audrey L. Larvey

Mr. Paul McArdle

Mr. Kenneth H. Mohr, Jr.

Mr. Scott R. Pompa

Mrs. Ann L. Thompson

Staff Present:

Dr. Ann D. Bieber, President

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

Ms. Cindy Haney, Vice President for Enrollment Management

Mr. Joshua Mitchell, Chief Information Officer

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

Dr. Melanie Turrano, Professor of English, Arts, Communication and Design

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.

Welcome and comments

Chair Krause welcomed Mr. William Fonzone, Sr. to the Board, noting that he has big shoes to fill as he replaces Trustee Alban for the Whitehall-Coplay School district.

Chair Krause recognized outgoing Chair Ann Thompson. He thanked Dr. Bieber and Mrs. Thompson for their guidance and mentorship over the past year in preparing him for position as Chair. He thanked Chair Thompson for her service and leadership to the Board. Chair Krause presented her with a Cougar statue.

Chair Krause commended those who received Josh Early candy, placed at their seat. The award was for perfect attendance in the last fiscal year.

Finally, Chair Krause announced there would be an Executive Session immediately following the regular Board meeting for the purpose of quarterly legal updates.

Public Comment – Agenda Items

None.

Minutes of June 2, 2022

On a motion by Mrs. Thompson, seconded by Mr. DeFrank, the June 2, 2022 Board meeting minutes were approved as presented.

Treasurer’s Report

In the absence of Trustee Miracle, VP Nester provided the Treasurer’s Report as listed below:

Cash Balance 5/01/22	\$36,028,423.00
Receipts	<u>+2,244,455.00</u>
Total	\$38,272,878.00
Disbursed	<u>-3,812,738.00</u>
Cash Balance 5/31/22	<u>\$34,460,140.00</u>

One CD was renewed at 1% for \$2,000,000.00.

The Statement of Revenues and Expenditures was reviewed, ending May 31, 2022. Revenues are \$42,591,375 or 89% of the realized budget. Expenditures are \$40,482,771 or 83% of the realized budget.

President's Report

Dr. Bieber reported on the Pennsylvania State Budget, noting an update from Elizabeth Bolden that the General Assembly was expected to move the bills into a position to vote today. We remain cautiously optimistic to still receive 5% the Governor put in the budget for community colleges. It is unlikely we will get

the \$10 million for dual enrollment across the state. In addition, the Nellie Bly monies will not likely come through.

Finance and
Facilities
Committee

Trustee Mohr reviewed this committee's minutes for June 20, 2022. The committee received an update on the CARES/CRRSA/ARP funds. Also reviewed was the fee schedule update, no board action is required. The Annual Security Report was reviewed. An insurance update on cyber liability was discussed and bonding for the Treasurer and Assistant Treasurer was found to be redundant in light of total liability insurance carried by the college.

A complete report for this committee can be found in its minutes of June 20, 2022.

Mr. Mohr presented the following resolution for approval:

Resolution 58.04

Capital Lease Renewal

This resolution authorizes the lease/purchase of upgrading the college's technology equipment was approved by a vote of 12 Yea, 0 Nay.

At the request of Trustee Thompson, VP Nester briefly explained the capital lease renewal process for the sake of new Trustee Fonzone. Trustee Mohr added the lease would be funded approximately 50% by the Commonwealth of Pennsylvania.

Personnel,
Curriculum, and
Government
Relations
Committee
*Sabbatical
Presentation: The
Recovery Coach: An
Intentional,
Relational
Interventionist as a
Response to the
Covid-19
Incomplete Grade
Trend*

Trustee Kistler introduced Dr. Melanie Turrano, Professor of English, Arts, Communication and Design, to provide a presentation on the results of her sabbatical leave and dissertation: *The Recovery Coach*, a plan to recover students with incomplete (I) grades.

Prior to the presentation, Trustee Kistler commented on the committee minutes, specifically, the review of the Curriculum Committee report. Dr. Kistler asked Dr. Turrano to extend thanks and appreciation from the Board to the committee members for their diligence and complete reporting.

Dr. Turrano's dissertation revolved around the 'Problem of Practice,' which is defined as a condition that makes you unhappy in your institution because it is unjust causing individuals to feel disenfranchised or wasting time and resources. Her POP was the dramatic increase of incomplete grades during the pandemic and poor completion rates prior to the pandemic. Because LCCC choose to use a more liberal grading approach during the

pandemic, there were dramatic increases. Comparing spring 2019 to spring 2020 increasing 253% and fall 2019 to fall 2020 increasing 104%. She also compared a five-year history beginning spring 2015 through fall 2019 of percentage of incomplete grades that turned in F grades. By turning incomplete grades to F grades, it causes problems for students in completion, success and adverse effect on financial aid, to name a few.

Her solution to this was developing the *Incomplete Grade Recovery Program*. Recovery Coaches were created to organize and coach students to complete the missed work that resulted in the incomplete grade and recover their credits before the spring and fall 2021 semesters. Students were not charged for the program. Coaches emailed, phoned, texted, and Zoomed with students to provide support and resources for them to recover the incomplete assignments.

The Problem of Practice dissertation was grounded in the following theoretical frameworks: relational pedagogy, intrusive counseling and advising, and servingness (as a Hispanic serving institution). The method of study was mixed method research design use of quantitative and qualitative data.

Findings and outcomes were produced from the recovery coaches, faculty and recovery students. An analysis of performance between the participating group and non-participating group showed the participating group had a lower GPA overall (more vulnerable student body). Final determinations are that relational approaches of the recovery coaches brought success to the students most susceptible to not recovering incomplete grades; brought academically vulnerable students to the same place motivationally as the more academically abled students; and the program was the singular factor in sustaining academically vulnerable students who otherwise would fail to complete their incomplete grades.

Dr. Turrano completed her dissertation while on sabbatical in spring 2022. She earned her doctorate degree in Transformational Teaching and Learning from Kutztown University in May 2022. She thanked the Board for the opportunity to take her sabbatical.

Several Trustees thanked Dr. Turrano for an excellent presentation.

Dr. Kistler presented the following resolutions for approval:

Resolution 58.01	<u>Retirement Recognition – Trustee Arthur F. Taschler, Jr.</u> This resolution in recognition of the retirement of Trustee Arthur F. Taschler, Jr. was approved by a vote of 12 Yea, 0 Nay.
Resolution 58.02	<u>Naming Opportunities for Supporters - 2022</u> This resolution authorizes the revised list of Naming Opportunities for Supporters was approved by a vote of 12 Yea, 0 Nay.
Resolution 58.03	<u>P&R Manual Amendments</u> This resolution authorizes updates to the P&R Manual was approved by a vote of 12 Yea, 0 Nay. A complete report for this committee can be found in its minutes of June 20, 2022.
Negotiations Committee	None discussed.
Joint Coordinating Committee	None discussed. Chair Krause mentioned a Trustee has recently stepped down from the committee and if anyone would like to take that place to let him know.
LCCC Foundation	Trustee Kistler reported that she had attended her first meeting, reporting that Trustee Creveling was honored at the meeting.
Old Business	None discussed.
New Business	None discussed.
Public Comment Non-Agenda	None.
Announcements	None discussed.
Adjournment	Trustee Krause called for a motion to adjourn. The meeting was adjourned at 6:08 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Barbara C. Kistler". The signature is written in a cursive style with a large initial 'B' and 'K'.

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

/tlb
Attachments