

LEHIGH CARBON COMMUNITY COLLEGE

Minutes of the Meeting of the Board of Trustees

October 6, 2022

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, October 6, 2022. 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. Samuel P. DeFrank

Mr. William P. Fonzone, Sr.

Mr. Mathias J. Green

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.

Mr. Scott R. Pompa

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. Andrea Grannum-Mosely, Dean of Workforce, Community Engagement and Technical Education

Dr. 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

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.

Announcement	Board Chair David Krause announced an Executive Session would immediately follow the regular meeting for discussion of legal matters.										
Public Comment – Agenda Items	None.										
Minutes of September 1, 2022	On a motion by Trustee Thompson, seconded by Trustee Korp, the September 1, 2022 Board meeting minutes were approved as presented.										
Treasurer's Report	Trustee William Miracle, Treasurer, provided the Treasurer's Report as listed below: <table> <tr> <td>Cash Balance 8/01/22</td> <td>\$33,461,467.00</td> </tr> <tr> <td>Receipts</td> <td><u>+10,111,001.00</u></td> </tr> <tr> <td>Total</td> <td>\$43,572,468.00</td> </tr> <tr> <td>Disbursed</td> <td><u>-3,874,562.00</u></td> </tr> <tr> <td>Cash Balance 8/31/22</td> <td><u>\$39,697,906.00</u></td> </tr> </table>	Cash Balance 8/01/22	\$33,461,467.00	Receipts	<u>+10,111,001.00</u>	Total	\$43,572,468.00	Disbursed	<u>-3,874,562.00</u>	Cash Balance 8/31/22	<u>\$39,697,906.00</u>
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President's Report	<p>Dr. Bieber thanked Trustee Ann Thompson for attending the annual Foundation Golf Classic and for the presentation of the 2020 Collegiate Award of Distinction to Mr. Gregg Feinberg. Mr. Feinberg was very appreciative of the award with many family members and friends in attendance.</p> <p>Dr. Bieber reported she was recently made aware of a waiver submitted by the PASSHE schools to the State Board of Education requesting elimination of the 120 required credit hours for a Bachelor's Degree and for elimination of the 40 hours for General Electives. Upon hearing of the request, Dr. Bieber forwarded the information to Attorney Jerry Frank for his review. Attorney Frank advised that in his opinion PASSHE is attempting to remove the bookend requirements for a Bachelor's degree, which would in turn allow them to do whatever they wanted in terms of requirements for the degree. He continued that it is an open book as to what standard they would set for purposes of awarding a Bachelor's degree. The Commission has retained counsel and they will be on top of it.</p> <p>Dr. Bieber added that if the waiver were approved, the change would put more competition into the community college market but most importantly change the integrity of the Bachelor's Degree.</p> <p>Dr. Bieber further advised the vote will go before the State Board of Education in November. Dr. Melanie Turrano, President of the</p>										

Faculty Association, has been informed and has shared the information with colleagues. Dr. Bieber reported speaking with presidents of some of the private colleges who were also very concerned and the community college presidents will meet next week to discuss options for recourse.

Dr. Bieber stated the college was fortunate to have learned of the waiver prior to the vote in November, and the trustees will continue to be apprised of the situation.

Trustee Thompson provided the legislative update with some positive news. PACCC President, Elizabeth Bolden, received a request from Attorney General Josh Shapiro's office regarding the best way to use the remaining \$78.5M in surplus relief funds. Fortunately, it appears PACCC suggested the best way to use these funds was an appropriation for community colleges. The proposal is for \$38.5M to supplement operating costs resulting in a net increase of 15% in operating capital. In addition, \$30M would be allocated for short-term training workforce grants for those who did not qualify for other scholarships or financial aid, and lastly \$10M for Dual Enrollment.

Dr. Cindy Haney reviewed the enrollment update report for the fifth week of the Fall 2022 semester. Student headcount is up 3.2% compared to Fall 2021, and credit hours are flat or down 0.9% compared to the same point in time for last year. The majority of these enrollments are a result of High School Connections enrolling Dual Enrollment and Early College students and transfer and guest students are up as well. Dr. Haney reported attending an Infinity Group meeting with the community college sector enrollment management officers, and it would appear that LCCC is in a better situation than most others are right now.

Dr. Haney reported student attendance is 50-50 right now, with 50% of students attending face to face and 50% virtual.

Dr. Haney noted some contributing factors for the lagging enrollment of the traditional two-year college student were remaining effects of the pandemic, lower standards for acceptance at PASSHE institutions, and increased employment opportunities for students right out of high school.

Trustee Thompson noted there is a link for voting in the ACCT Newsletter for Trustees.

Personnel,
Curriculum, and
Government

Trustee Kistler introduced Dr. Andrea Grannum-Mosely, Dean of Workforce, Community Engagement and Technical Education, to provide information about the Amazon program.

Relations
Committee
Presentation:
Amazon Program

Dr. Grannum-Mosely thanked the Board for the opportunity and noted that LCCC is one of only five institutions within the United States doing this type of training program. In 2020 there were 101 students; in 2021, 335 students; in 2022, 150 students; and for 2023 the projected number is 115.

Amazon's focus is on the key metrics of Industrial Automation, Mechanical, Fluid Power, and Programmable Logic Controllers. The success rate varies widely from cohort to cohort, however, based on an average of 20 students per cohort the LCCC first time pass rate for the PMMI National Exam is 90%. Remediation opportunities are available and the second time pass rate approaches 98%. About 95% of MRA Amazon apprenticeship graduates graduate with credentials that are Department of Labor certified. The Amazon students receive a LCCC Certificate of Completion with articulation to college credits that can be used as a stepping-stone in their degree and can be used anywhere in the United States. The certificates also translate to college credits.

The Fluid Power certification program covers the functions of operations, application of common components, the use of fluid power, circuits and systems, and assessing the understanding of how these components work together. This certificate is for entry-level mechanics and is for someone who is looking at the application and modification of troubleshooting within Fluid Power. This is a marketable certification on its own.

Under the Industrial Automation Curriculum, the Electrical Curriculum covers basic safety practices for voltages up to 600V with knowledge of current power and AC/DC circuits. This course is also covered within AC Circuits and is one of the courses Lutron looks at and will hire someone with this certification alone, showing just how marketable this certification is. There are two certifications in the Industrial Electrical Component where students can continue beyond an apprenticeship to become a journeyman and eventually a Master.

The Mechatronics Level 1 is for a technician startup for trouble shooting and for maintenance and repair of electromechanical machines or systems. This program is one of the main reasons Amazon sought out the college in the first place. This type of technician is on the floor in a manufacturing facility and is the professional who can do the repairs if a system breaks down.

What is next for the graduating students is really a career pathway; they now have the template to make a difference in their community, families, and career trajectory.

Registered Apprenticeship programs have a proven track record of producing strong results for both employers and workers offering access to hundreds of occupations in high-growth and emerging industries. The average starting salary is \$77K with 93% employment retention. These short-term programs can be done in the evening after the first certification and cover many different areas.

Going forward, the proposed program changes include changing cohorts to start every 6 weeks versus every 3 weeks with 8 launches. Transitioning from the PMMI platform to the SACA platform. SACA stands for Smart Automation Certification Alliance. PMMI has 8 certifications, whereas SACA has over 300. Manufacturing is alive and well in our communities and the goal for the Workforce Team is to build on that as much as possible. Short-term goals include creating cohort models and stackable goals that apply beyond the Lehigh Valley.

Amazon likes to bring in third party participants and one of the participants was so impressed with the college's HVAC program that they are now doing their HVAC training here. A long-term goal is to create relationships for long-term training.

The Amazon second tier will include leadership skills. Some of the Amazon representatives were surprised at how many students lacked leadership skills. The college is looking to infuse not only leadership into the curriculum, but also career and self-development; communication; critical thinking; equity and inclusion; technology; teamwork, and professionalism.

Trustee Krause thanked Dr. Grannum-Mosely for a very informative presentation.

Dr. Kistler reviewed this committee's minutes of September 19, 2022. The committee should expect to receive the results of the Board Self-Evaluation very soon.

A complete report for this committee can be found in its minutes of September 19, 2022.

Finance and
Facilities
Committee

Trustee Mohr reviewed this committee's minutes for September 19, 2022. The committee met jointly with the Personnel, Curriculum and Government Relations Committee and received updates on the allocation of CARES/CRRSA/ARP funding. The committee also reviewed the current updates for the Facilities Master Plan. A final report should be available by the end of the calendar year and the Board will have the opportunity to review the report before it is finalized.

Mr. Mohr presented the following resolution for approval:

Resolution 58.07

Authorization of Lease Agreement with Lehigh Career and Technical Institute

This resolution authorizing the extension of the lease agreement with LCTI was approved by a vote of 13 Yea, 0 Nay.

A complete report for this committee can be found in its minutes of September 19, 2022.

Negotiations
Committee

No report.

Joint Coordinating
Committee

Trustee Larvey, Chair, Joint Coordinating Committee, reported the first meeting for the academic year 2022-2023 was a positive and most informative meeting. The new director for CCTI is full of energy and provided information on his goal for student and staff safety. LCCC provided information on the Ed Ready collaborative math pilot program where the data is already indicating massive improvement. LCTI provided information on addressing student mental health in partnership with the Lehigh Valley Health Network. Lastly, the CLIU presented on Esports, short for electronic sports, which is competitive video game playing. It was interesting to learn that some school districts have Esports teams and colleges are offering majors in this as well as scholarships.

A complete report for this committee can be found in its minutes of September 19, 2022.

LCCC Foundation

Dr. Kistler distributed and reviewed the 2021-2022 Foundation At-A-Glance brochure outlining information on the Foundation's mission, goals, donors, and scholarships. The Foundation is currently valued at \$24.1M.

The October 29 Fall Fitness Fest was canceled and trustees should have received an email notification. The Basket Raffle will be ongoing, as well as the collection for the Second Harvest food pantry. Trustees will not contribute to a Dine-Around basket for this year, however, are encouraged to support the Foundation through the Cougar Fund Annual Appeal.

Old Business

Trustee Thompson inquired about updates on the cybersecurity incident. Dr. Bieber reported the Secret Service was on campus last week and were pleased with the response from the LCCC IT Team. They gathered information and reported they will be able to trace this to the exact computer and person responsible in Russia. CIO Josh Mitchell is working with the insurance

company, and he will provide more information at the October 17 committee meeting.

Trustee Krause thanked the Trustees for completing the self-evaluation and was happy to report 100% participation.

New Business

None discussed.

Public Comment
Non-Agenda

None.

Announcements

Trustee Krause asked the Trustees to reply to Assistant Board Secretary, Ann Conte, with their meeting attendance plans either in-person, Zoom, or if not attending.

Adjournment

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

Respectfully submitted,



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

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