

LEHIGH CARBON COMMUNITY COLLEGE

Minutes of the Meeting of the Board of Trustees

September 1, 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, September 1, 2022. Public in-person access was available in Room MC203, Morgan Center Campus, 234 High Street, Tamaqua, 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. Kenneth H. Mohr, Jr.

Mrs. Ann L. Thompson

Staff Present:

Mr. James Ayrton, Associate Dean of Curriculum, Assessment, and Articulation

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

Dr. Ann D. Bieber, President

Ms. Ann C. Conte, Office Assistant to the President's Office 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

Ms. 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 personnel and legal matters.										
Public Comment – Agenda Items	None.										
Minutes of August 4, 2022	On a motion by Trustee Mohr, seconded by Trustee DeFrank, the August 4, 2022 Board meeting minutes were approved as presented.										
Treasurer’s Report	<p data-bbox="682 604 1508 667">Vice President Stefanie Nester, Assistant Treasurer, provided the Treasurer’s Report as listed below:</p> <table border="0" data-bbox="682 699 1508 951"> <tr> <td data-bbox="682 699 966 730">Cash Balance 7/01/22</td> <td data-bbox="1299 699 1508 730" style="text-align: right;">\$36,692,807.00</td> </tr> <tr> <td data-bbox="682 751 787 783">Receipts</td> <td data-bbox="1315 751 1508 783" style="text-align: right;"><u>+2,611,585.00</u></td> </tr> <tr> <td data-bbox="682 804 747 835">Total</td> <td data-bbox="1299 804 1508 835" style="text-align: right;">\$39,304,392.00</td> </tr> <tr> <td data-bbox="682 856 812 888">Disbursed</td> <td data-bbox="1323 856 1508 888" style="text-align: right;"><u>-5,842,924.00</u></td> </tr> <tr> <td data-bbox="682 909 966 940">Cash Balance 7/31/22</td> <td data-bbox="1299 909 1508 940" style="text-align: right;"><u>\$33,461,468.00</u></td> </tr> </table>	Cash Balance 7/01/22	\$36,692,807.00	Receipts	<u>+2,611,585.00</u>	Total	\$39,304,392.00	Disbursed	<u>-5,842,924.00</u>	Cash Balance 7/31/22	<u>\$33,461,468.00</u>
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President's Report	<p data-bbox="682 1014 1508 1329">Dr. Bieber thanked Vice President Verta and her team for planning an outstanding Convocation ceremony marking the beginning of the new academic year. The Executive Team provided a presentation entitled <u>Transformative Strategic Planning</u> at the beginning of the ceremony and a copy is linked to the Board agenda. It was wonderful day with games provided by members of Phi Theta Kappa for recreation during the lunch break. Dr. Bieber also thanked Trustees Krause and Thompson for attending.</p> <p data-bbox="682 1371 1508 1507">Dr. Bieber reported PA State Treasurer, Stacy Garrity, would visit the Schnecksville campus on September 2. A one and a half hour walking tour is planned and everyone is looking forward to her visit.</p> <p data-bbox="682 1549 1364 1581">Dr. Bieber reported there were no legislative updates.</p> <p data-bbox="682 1623 1508 1866">Chair Krause added a few comments about the Convocation activities that including the SWOT (Strengths, Weaknesses, Opportunities and Threats) Analysis where teams broke into groups with personal devices to answer questions and provide suggestions. The Board looks forward to hearing the results of the study. The students provided a presentation about ‘play’ and the value and benefits that ‘playing’ could bring to your life.</p>										

Personnel,
Curriculum, and
Government
Relations
Committee:
*Articulation
Agreements*

Trustee Kistler introduced Mr. James Ayrton, Associate Dean of Curriculum, Assessment, and Articulation, to provide updates on the college's current articulation agreements. Dr. Kistler informed that articulation agreements have existed since year one of the college's founding.

Mr. Ayrton thanked the Board for the opportunity. In his role with the college, Mr. Ayrton is involved in curriculum and curriculum changes, assessment of academic programs, and tonight will speak about articulation agreements.

An articulation agreement is a written partnership between two educational institutions for the sake of student transfer. They are designed to create a seamless transfer for students with the best possible position for the student making the change.

There are many benefits to articulation for all parties involved. Some benefits to the sending school include opportunities for graduating students, student success, transferability, which aids recruitment, and curriculum alignment. The goal is to make sure that the first two years at community college align with the four-year school's curriculum.

The receiving schools also benefit with opportunities for student recruitment and receiving students already have college experience. It is almost a guarantee that transfer students know how to do college and are more likely to succeed. Service to the community is a part of the mission for four-year schools and bringing people into the community from different areas is a big benefit for them.

The most important benefit is of course for the students with pathways to continue their education and career goals with lots of different opportunities. Eliminating duplication of course content, credit transfers help to save money and time. The goal is to make sure that students can enter a four-year school as a junior and graduate in two years just as if they started at that school. Other benefits include application fee waivers, scholarship opportunities, and for students who declare early, the opportunity to communicate with advisors at the four-year school.

The college also has articulation agreements in effect with the career and technical institutions in the county area. The college makes sure when CTE students transfer over that they are not learning the same materials, the same as any other transfer agreement.

The college has agreements with 66 different four-year institutions and that includes up to 600 individual agreements.

An example would be Bloomsburg University where the college has close to 20 individual agreements for different programs of study. LCCC is striving to create the most opportunities for students and has the largest offering of transfer agreements for students among all of the community colleges within the State.

Results: The data indicates that 50% of incoming students have an expectation of transferring to a four-year school. Currently, 37.8% of students do transfer to four-year schools and that number is up by 2% since Academic Services took over the articulation agreements. Another important factor is the “over 45 credits transferred” indicating 80.6% of students transferred over 45 credits. This very important indicator shows that schools are accepting credits for almost all classes’ students take at LCCC. Students are getting more value from their time at LCCC.

The survey, *Student Satisfaction with Transfer Communication*, showed that 40% of students are either unaware or dissatisfied with transfer communications. Students need to be aware transfer agreements are available and the college is diligently working to get this information out to students as early as possible. One of the ways is through the 3-Step Articulated Pathways from high school to LCCC to a four-year college. Another way is through helping students understand career pathways for high need occupations and the different options available that affect salaries.

Trustee Krause thanked Mr. Ayrton for a very informative presentation.

Dr. Kistler reviewed this committee’s minutes of August 15, 2022, and reminded the committee to expect to receive the Board Self-Evaluation instrument very soon.

A complete report for this committee can be found in its minutes of August 15, 2022.

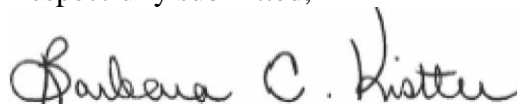
Finance and
Facilities
Committee

Trustee Mohr reviewed this committee’s minutes for August 15, 2022. The committee met jointly with the Personnel, Curriculum and Government Relations Committee and received updates on CARES/CRRSA/ARP funding and the budget reports. The committee reviewed the rental rates for facilities showing rates have remained flat over the last 4 years and learned there was no word on the capital funding requests to date.

A complete report for this committee can be found in its minutes of August 15, 2022.

Negotiations Committee	No report.
Joint Coordinating Committee	Trustee Larvey, Chair, Joint Coordinating Committee, announced the first meeting for the academic year 2022-23 would be Friday, September 16 at 7:30 a.m. The Carbon Lehigh Intermediate Unit will be the host for this year. All trustees are welcome to attend.
LCCC Foundation	Dr. Kistler reviewed the upcoming fundraisers for the Foundation starting with the Golf Classic on September 19 followed by the Fall Fitness Fest on October 29. Dr. Kistler provided a bottle of wine for the Basket of Cheer and encouraged donations from trustees. The Foundation events earn money used to create scholarship opportunities for students.
Old Business	None discussed.
New Business	None
Public Comment Non-Agenda	None.
Announcements	None.
Adjournment	Trustee Krause called for a motion to adjourn. The meeting adjourned at 6:07 p.m.

Respectfully submitted,



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