

**Name:** Luzerne County Community College Board of Trustees Board Meeting  
**Date:** Tuesday, October 25, 2022 **Time:** 6:18 PM  
**Location:** Luzerne County Community College Educational Conference Center, Nanticoke PA  
**Link:** <https://www.luzerne.edu/about/bot/LCCCBoardMeetingOct252022.mp4>

AGENDA ITEM	NOTES	<u>ACTION TAKEN</u>
<b>Pledge of Allegiance</b>		
<b>1. Roll Call</b>	<p><b>Present:</b> Robert Bertoni, Paul DeFabo; James Dennis; Joseph Esposito; Holly Evanoski; Bernard Graham, Ph.D., Erin K. Keating, Ed.D.; Joseph Lettiere; Joseph Long; Catherine R. O'Donnell, Esq., Vice Chair; August Piazza; Daniel C. Rodgers, Board Chair; Susan E. Unvarsky; and Kevin Walsh, Esq., College Solicitor.</p> <p><b>Excused:</b> George Brown and Anthony Seiwel</p>	
<b>2. Public Comment</b>	2. Daniel Rodgers, Board Chair, opened the floor for public comment.	2. N/A.
<b>3. Approval of August 30, 2022, Board Minutes</b>	3. Daniel Rodgers, Board Chair, recommended approval of the August 30, 2022, Board minutes.	<p>3. Approved. Motion made by Joseph Esposito; seconded by Joseph Long.</p> <p>Vote was all "yes". Motion carried.</p>
<b>4. Approval of October 25, 2022, Board Agenda</b>	4. Daniel Rodgers, Board Chair, recommended approval of the October 25, 2022, Board agenda.	<p>4. Approved. Motion made by Bernard Graham, Ph.D.; seconded by August Piazza.</p> <p>Vote was all "yes". Motion carried.</p>
<b>5. REPORT OF OFFICERS AND AGENTS</b>		
<b>5. Agreement Guaranteeing Admission and up to \$10,000 in Scholarships Signed Between</b>	Thomas P. Leary, President of Luzerne County Community College welcomed Commonwealth University of PA representatives Dr. Diana Rogers-Adkinson, Provost and Senior Vice President for Academic Affairs;	

**Luzerne County Community College and Commonwealth University**

Thomas Fletcher, Senior Advisor to the President for Strategic Partnerships; and Thomas McGuire, Senior Director, Strategic Communications. President Leary expressed how pleased the College is to begin a valuable new partnership with Commonwealth University and enter into a Dual Admissions Agreement which will assist LCCC graduates as they continue their education and pursue their bachelor's degree. President Leary stated this is another example of the strong, collaborative efforts of our local colleges and universities to ensure student success.

LCCC students who apply for transfer admission and graduate with an associate degree from LCCC are guaranteed admission to Commonwealth University with at least full junior standing in Commonwealth University's eligible parallel major with a guarantee for a renewable transfer scholarship up to four semesters based on the student's academic performance. Under this agreement, LCCC graduates will be eligible for one of four tiers of transfer scholarships up to \$10,000 in tuition and scholarship support.

Remarks were provided by Dr. Diana Rogers-Adkinson, Provost and Senior Vice President for Academic Affairs, Commonwealth University of PA, and Dr. Rosana Reyes, Vice President of Enrollment Management and Student Affairs, Luzerne County Community College.

Thomas P. Leary, President, stated on October 4<sup>th</sup>, Luzerne County Community College hosted a workforce development summit, at the College's Educational Conference Center. Titled, "Adapting Education to Meet Industry Needs" the summit featured a panel discussion that included industry professionals, workforce experts, students, and recent alumni and participation by regional government officials.

The 30<sup>th</sup> Annual History Conference was held on October 11<sup>th</sup> in the Educational Conference Center. The topic of the conference was "Pennsylvania in the American Revolution" and featured presentations by Professor Jeff Schultz, Adjunct Instructor Richelle Smith, and Senior Judge William H Amesbury.

On October 19th, the College held its second college-wide Professional Development Day Program. In recognition of October as Mental Health Awareness Month, the program included several department updates and featured guest speaker, Hollie Browning, MS, LPC, who provided an excellent presentation on "Stop the Stigma-When Empathy is Hard". Staff had an opportunity to participate in breakout sessions that included ALICE Training; Outlook, TEAMS, and One Drive Training sessions.

The Student Life Office will hold an Italian Heritage Month Celebration with a showing of the movie, "from the Vine" on Wednesday, October 26, at the Campus Center.

President Leary will be attending the 2022 ACCT Leadership Congress in New York City. The theme of the conference is "Community Colleges-Improving the Lives of Entire Families." The three-day conference will feature several speakers including Heather Perfetti, J.D., Ed.D., President of Middle States Commission on Higher Education.

Luzerne County Community College's Fall Open House will be held Saturday, November 5, 2022 from 10 a.m. to noon, at the College's Campus Center. Information on programs of study, financial aid, student activities and athletics, transfer and dual admission agreements, health sciences admission, English as a Second Language (ESL), and career exploration. Tours of the campus will also be provided. The College's Adult Learners Association will provide a complimentary breakfast from 9:30 to 10 a.m., at the Trailblazer Cafe.

LCCC will host the Luzerne County Regional College Fair on November 10, 2022 from 6 p.m. to 7:30 p.m., at the College's Campus Center. Representatives from approximately 75 colleges, universities, and the armed forces will be at the program to speak with prospective college students and parents about educational opportunities and admission requirements. Representatives from the LCCC Financial Aid Office will be on hand to discuss federal and state financial aid programs. The annual fair is free and open to the public and is sponsored by LCCC and

<ul style="list-style-type: none"> <li>○ <b>Treasurer's Report</b></li> </ul>	<p>the Luzerne County Counselors Association.</p> <p>The College's Technology and Trades Center will host an information night for its trades and technology programs on Thursday, November 17, from 5:30 to 7:30 p.m. Information regarding the College's trades and technology programs will be available and those in attendance will have the opportunity to meet with faculty members to discuss educational and career opportunities and tour the centers.</p> <p>Natalie Staron, Finance Division Administrator presented an overview of Capital Projects. Capital Projects currently in progress include the courtyard step replacement, e-sports arena, micro-credential lab renovation at the Hazleton Center, courtyard landscaping and stair projects, the fountain faucet replacement project.</p> <p>Three projects are fully completed: campus center water infiltration project, main parking lot paving, and step replacement, and Technology Center Atrium replacement.</p> <p>Five projects on hold: Building 7 roof replacement, Revised water line replacement, campus center boiler replacement, baseball field and repair to the truck driving course. Initiatives funded from other sources were presented.</p> <p>Cheryl Baur, Vice President of Finance, presented the following the Treasurer's Report.</p> <p>Operating Fund: Salaries are 17% below budget. Overloads is running 48% below budget. Benefits are 13% below budget, Retirement for state and PSERS are in the red due to new hires selecting these plans. Remaining expenses are below budget.</p> <p>Revenues for Operating Funds: Fall tuition is running slightly above budget. Overload the College is running close to budget.</p> <p>Bookstore – Overall running \$5,000 overbudget due to increase in salaries. Food Services – Decrease in food sales from prior year; food supplies show a slight increase. Capital Fund-due to purchases and debt service we are running overbudget – that is a transfer from our current</p>	
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	<p>operating fund.</p> <p>Rebecca Brominski stated the Foundation and Alumni Offices have been very busy this fall. The first Hispanic Heritage Month Exhibit, held in the Schulman Gallery has come to a close. This week-long celebration was held for our students and the public to enjoy. Annual Giving Day raised \$10,000 which replaced the annual Phonathon. The Annual Craft Festival welcomed hundreds of guests on campus raising \$13,000. Both event proceeds will support student initiatives.</p> <p>The annual scholarship dinner, celebrating our donors and students, was held on Wednesday, October 19, 2022. Mrs. Brominski expressed her thanks to the Board of Trustees, Foundation Board, Alumni Board, donors, sponsors, and community friends for their continued support. During the dinner President Leary announced that the College surpassed fundraising goal adding an additional \$10,000 to the total. This week, Mrs. Brominski reported the College raised an addition \$5,000. Mrs. Brominski expressed her thanks and appreciation to everyone who attended. Over 300 guests were in attendance. Special thanks to Trustee Bertoni for his assistance with our fundraising efforts. Mrs. Brominski reported plans are underway for next year’s dinner as the Foundation will be celebrating its 40<sup>th</sup> anniversary of the Foundation’s inception.</p> <p>Several upcoming events are scheduled which include the “I in the Storm”, opening reception is Friday, November 4<sup>th</sup>, 2022. Plans are underway for our annual Veterans Day program being held Friday, November 11, 2022, at 11 a.m. at the Patrick J. Solano Veterans Center, located in the Campus Center. The public is invited to attend.</p> <p>This week, the Foundation kicked off our 2<sup>nd</sup> Annual Adopt a Trailblazer Family for Thanksgiving initiative. This is a great initiative that was started last year, partnering with the Askam United Methodist Church providing full Thanksgiving meals for our students in need.</p>	

<b>ACTION ITEMS</b>		
<b>6. Report of the Executive Committee</b>	<b>6. Daniel C. Rodgers, Board Chair, presented the following Executive Committee report.</b>	<b>ACTION TAKEN</b>
6A. President’s Contract Extension	6A. Recommend the Luzerne County Community College Board of Trustees approve the extension of President Thomas P. Leary’s contract as President for an additional 18 months so that the term of the Employment Agreement shall terminate on June 30, 2024.	6A. Approved. Motion made by Joseph Esposito; seconded by August Piazza.  Vote was all “yes”. Motion carried.
6B. President’s Compensation	6B. Recommend the Luzerne County Community College Board of Trustees approve the President’s compensation to reflect a 3% increase for Fiscal Year 2022-2023 retroactive from July 1, 2022.	6B. Approved. Motion made by Joseph Esposito; seconded by Holly Evanoski.  Vote was all “yes”. Motion carried.
6C. Ratification, Main Parking Lot Changer Order #3	6C. Recommend the Luzerne County Community College Board of Trustees ratify and reaffirm the main parking lot repaving change order to Don Bower, Inc., in the amount of \$19,610.50 for additional work identified during the progression of the work.	6C. Approved. Motion made by Bernard Graham, Ph.D.; seconded by Holly Evanoski.  Vote was all “yes”. Motion carried.
<b>7. Student Success &amp; Workforce Development Committee</b>	<b>7. Bernard Graham, Ph.D., Chair, Student Success, and Workforce Development Committee noted there were no action items to present at this time.</b>	<b>ACTION TAKEN</b>
<b>8. Report of the Audit, Finance and Facilities Committee</b>	<b>8. Susan E. Unvarsky, Committee Chair, Audit Finance and Facilities Committee noted there were no action items to present at this time.</b>	<b>ACTION TAKEN</b>
<b>9. Compliance, Legal Affairs, Policies, Human Resources, Diversity &amp; Inclusion Committee Report</b>	<b>9. August Piazza, Chair of the Compliance, Legal Affairs, Policies, Human Resources, Diversity, and Inclusion Committee, noted there were no action items to present at this time.</b>	<b>9.N/A.</b>

<b>10. Report of the Government and External Affairs, Public Relations, and Marketing, and College Foundation Committee</b>	<b>10. Robert Bertoni, Chair, Government and External Affairs, Public Relations, and Marketing, and College Foundation Committee, stated there were no items to report at this time.</b>	<b>10.N/A.</b>
	<b><u>Informational Items</u></b>	
1.Unfinished Business-Previous Meeting	1.N/A	1. No action required.
2. Communications	2. All communications were included in the Board packets.	2. No action required.
3.Adjournment	3. Daniel Rodgers, Board Chair, asked for a motion to adjourn the meeting.	3. Motion to adjourn was made August Piazza; seconded by Joseph Long.  All in favor. Motion carried.