

**Name:** Luzerne County Community College Board of Trustees Board Meeting  
**Date:** Thursday, February 27, 2014  
**Time:** 6:30 P.M  
**Location:** Luzerne County Community College, Dining Room, Educational Conference Center, Nanticoke PA

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
<b>1.Swearing-In Ceremony</b>	At this time the Honorable Judge Jennifer Rogers performing the swearing in of new trustee Margaret Steele.	No action required.
<b>2. Roll Call</b>	<u>Present:</u> Joan Blewitt, Ph.D. NCC ; Frank Bognet, Esq.; Elaine Cook, R.N., J.D.; Francis P. Curry; Paul A. Halesey; Carmen F. Magistro, Secretary; Paul Platukis; Joseph Rymar; John R. Serafin, Vice Chair; Margaret Steele; Susan Unvasky; Barry H. Williams, J.D., C.P.A., Board Chair; Kyle Magda, Student Representative, and Joseph Kluger, College Solicitor.  <u>Excused:</u> John Bryan and George Hayden	
<b>3.Public Comment</b>	Barry H. Williams, J.D., C.P.A., Board Chair stated prior to the start of the public Board Meeting an Executive Session was held to discuss personnel matters.	No action required.
<b>4. Approval of December 20 , 2013 Board Minutes</b>	Barry H. Williams, J.D., C.P.A., Board Chair, requested approval of the December 20, 2013 Board minutes.	Approved. Motion made by John Serafin, Vice Chair; seconded by Paul Platukis.  Vote was "yes". Motion carried.
<b>5.Approval of February 27, 2014 Board Agenda</b>	Barry H. Williams, J.D., C.P.A., Board Chair, requested approval of the February 27, 2014 Board agenda.	Approved. Motion made by Francis Curry; seconded by Susan Unvasky.  Vote was all "yes". Motion carried.

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<p><b>6. Report of Officers and Agents</b></p> <ul style="list-style-type: none"> <li>○ President’s Report</li> </ul>	<p>Thomas P. Leary, President, stated CNN Money reported on recent research that shows associate’s degree graduates right out of school, on average, are making more than their 4-year counterparts. As noted in the article “nearly 30% of Americans with associate's degrees now make more than those with bachelor's degrees, according to Georgetown University's Center on Education and the Workforce.” While the pay scale for those with bachelor’s degrees eventually evens out, this article demonstrates the higher value being placed on workers “with so-called ‘middle-skills’ that often require no more than an associate's degree, such as lab technicians, teachers in early childhood programs, computer engineers, draftsmen, radiation therapists, paralegals, and machinists.” The article further points out that “associate's degree recipients, on average, end up earning about \$500,000 more over their careers than people with only high school diplomas.” This story, which was produced by <a href="#">The Hechinger Report</a>, a nonprofit education-news outlet based at Teachers College, Columbia University, provides good news for our two-year career program students and emphasizes the need for transfer students to complete their degrees before transferring to their four-year institutions.</p> <p>As we have talked about in the past, students don’t need to wait until they graduate high school to get started on earning college credits. Through the Early College program, high school students can earn college credits at the reduced tuition of \$33.00 a credit. Students may attend classes taught on site at their high schools or at LCCC’s main campus or any of its off-campus locations. Over the past few months, President Leary noted he has been meeting with the superintendents of area school districts to discuss ways that LCCC can enhance our services to their students through our Early College program. In the upcoming months he will be speaking to student assemblies at six school districts about the opportunities available to them.</p>	



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<b>7. Report/Action of the Executive Committee</b>	7. No report.	7. N/A
<b>8. Report/Action of the Academic Committee</b>  8A. Approval of Administrative Policies: - Early College Policy - Promotion of College-Related Public Information Policy  8B. Approval of Program Additions, Deletions, and Modifications	8. Paul Platukis, Committee Chair, presented the following Academic Committee report.  8A. Recommend the Luzerne County Community College Board of Trustees approve the following administrative policies: - Early College Policy and Promotion of College-Related Public Information Policy.  8B. Recommend the Luzerne County Community College approve the program additions, deletions, and modifications.	8A-8B. Approved. Motion made by Paul Platukis, Committee Chair to approve items 7A-7B. Motion was seconded by Joan Blewitt, Ph.D., NCC.  Vote was all “yes”. Motion carried.
<b>9. Report/Action of the Finance Committee</b>  9A. Summary of Payments  9B. Approval of Trustee Travel  9C. Retention of Law Firm	9. Carmen F. Magistro, Committee Chair, presented the following report.  9A. Recommend the Luzerne County Community College Board of Trustees approve the summary of payments.  9B. Recommend the Luzerne County Community College Board of Trustees approve the use of budgeted use of budgeted trustee travel funds not to exceed \$650 for one (1) trustee to attend the Pennsylvania Commission for Community Colleges Annual Meeting, All-PA Academic Team Banquet and Lobby Day, Harrisburg PA, March 31-April 1, 2014.  9C. Recommend the Luzerne County Community College Board of Trustees will retain the Law Firm of Pugliese, Finnegan, Shaffer & Ferentino, LLC, at a negotiated rate of \$195 per hour. The law firm will be retained for conflict resolution pertaining to a Luzerne County Community College personnel matter.	9A. Approved. Motion made by Carmen F. Magistro, Committee Chair/Board Secretary; seconded by Joseph Rymar.  Vote was all “yes”. Motion carried.  9B. Approved. Motion made Carmen F. Magistro, Committee Chair/Board Secretary; seconded by Francis Curry.  Vote was all “yes”. Motion carried.  9C. Approved. Motion made by Carmen F. Magistro, Committee Chair/Board Secretary. Motion seconded by John Serafin, Vice Chair.  Vote was all “yes”. Motion carried.

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<b>10. Report/Action of the Human Resources Committee</b>  10A. Administrative Policies: <ul style="list-style-type: none"> <li>- Campus Sex Crimes Prevention Act Policy</li> <li>- Equal Employment Opportunity Policy</li> </ul>	Paul Halesey, Committee Chair, presented the following Human Resources Committee report.  10A. Recommend the Luzerne County Community College Board of Trustees approve the following Administrative policies: Campus Sex Crimes Prevention Act Policy; and Equal Employment Opportunity Policy.	10A. Approved. Motion made by Elaine Cook, R.N., J.D.; seconded by Susan Unvasky.  Vote was all “yes”. Motion carried.
<b>Informational Items</b>		
<b>1.Unfinished Business of Previous Meeting</b>	No report.	No action required.
<b>2.Informational Report of the Executive Committee</b>	No report.	No action required.
<b>3.Informational Report of the Human Resources Committee</b>	The information on appointments and leave report status was included with the agenda.	No action required.
<b>4. Communications</b>	Barry H. Williams, J.D., C.P.A., Board Chair noted the Spring 2014 Continuing Education brochure was included in your packets, as well as the results of the Board of Trustees Self Evaluation. Committee Chair Halesey stated the results will be reviewed at the upcoming Board Leadership Forum. Board Chair Williams noted the Board Leadership Forum will be held Monday, May 5, beginning at 10 a.m.  Board Chair Williams also noted the minutes from the December 2013 Executive Committee meeting were included in the board packets.	No action required.
<b>5.Adjournment</b>		Motion made by Carmen F. Magistro, Board Secretary; seconded by Paul Platukis.  Vote was all “yes”. Motion carried.