

Name: Luzerne County Community College Board of Trustees Board Meeting

Date: Tuesday, October 23, 2018

Time: 6:00 PM

Location: Luzerne County Community College, Dining Room, Educational Conference Center, Nanticoke PA

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
	Board Chair Gill welcomed everyone to the meeting and requested everyone stand for the Pledge of Allegiance.	
Oath of Office Ceremony	The Honorable Judge James Haggerty performed the oath of office for Holly A. Evanoski and Barry H. Williams, J.D., C.P.A.	
1. Roll Call	<u>Present:</u> Joan M. Blewitt, Ph.D.; George Brown; James P. Dennis; Lynn M. Distasio, Vice Chair; Holly A. Evanoski; Brian D. Gill, Board Chair; Bernard W. Graham, Ph.D.; Paul Halesey; Catherine R. O'Donnell, Esq.; Margaret Steele; Barry H. Williams, J.D., C.P.A., and Joseph Kluger, Esq., College Solicitor. <u>Excused:</u> Erin K. Keating; Susan E. Unvarsky; and David James Usavage	1.No action required.
	Brian D. Gill, Board Chair, reported an Executive Session of the Board of Trustees was conducted prior to the start of the Board meeting to discuss personnel and litigation issues.	
2.Public Comment	2. Brian D. Gill, Board Chair, opened the floor for public comment.	2. No public comments. No action required.

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3. Approval of August 28, 2018, Board Minutes	3. Brian D. Gill, Board Chair, recommended approval of the August 28, 2018, Board minutes.	3.Approved. Motion made by Joan M. Blewitt, Ph.D; and seconded by Catherine R. O'Donnell, Esq. Vote was all "yes". Motion carried.
4.Approval of October 23, 2018 Board Agenda	4.Brian D. Gill, Board Chair, recommended the Luzerne County Community College Board of Trustees approve the October 23, 2018 Board agenda.	4.Approved. Motion made by Bernard W. Graham, Ph.D.; seconded by James P. Dennis to approve the agenda as presented. Vote was all "yes". Motion carried.
5. Report of Officers and Agents <ul style="list-style-type: none"> ○ President's Report 	<p>President Leary reported on Friday, October 12, 2018, the LIU Teachers In-Service was held at Luzerne County Community College with 194 local teachers and guidance counselors in attendance. Departmental hands-on presentations, job outlooks and transfer path presentations were held for all attendees.</p> <p>Vice President Cheryl Lesser and Vice President Rosana Reyes, attended the Prudential Community Engagement Overview visit on October 11 through the 13th in El Paso, Texas as part of the Prudential Grant to LCCC focused on creating pathways to careers in the financial sector for high school and college students in our region.</p> <p>October 17th, Newswatch 16's Ryan Leckey broadcast live from the Benco Dental Clinic at Luzerne County Community College. During the morning show segment, he highlighted October as National Dental Hygiene Month</p>	5.N/A

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<ul style="list-style-type: none"> ○ <i>President's Report continued</i> 	<p>and the important role dental hygienists play as health care professionals.</p> <p>Also on October 17th LCCC conducted its' college-wide Professional Development Day program for administration, faculty and staff. The program focused on "Developing a Culture of Caring" on our Campus. The guest speakers included Kathy Wallace from Northeast Suicide Prevention and Dr. Craig Piso, Keynote speaker, Psychologist and Author.</p> <p>On October 19, 2018, President Leary was invited to be the speaker at the Susquehanna Valley Community College Summit at the Albright Center for the Performing Arts located in Sunbury. My address focused on how Luzerne County Community College can serve the area of Sunbury and the surrounding region.</p> <p>President Leary reported, today, October 23, 2018, he had the opportunity to welcomed 18 Office of Vocational Rehabilitation (OVR) students on campus who were doing an experiential visits with our applied technology areas. Student came from 4 school districts and spent classroom time in Manufacturing, Electrical, Plumbing and Heating, Audio Visual Music Recording, Graphic Arts and Communications, and Welding.</p> <p>President Leary will be attending the 49th Annual ACCT Leadership Congress in New York City beginning Wednesday, October 24 and concluding Saturday, October 27th. This year's theme "Building Blocks to Students</p>	

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<ul style="list-style-type: none"> ○ <i>President's Report continued</i> ○ Foundation Report 	<p>Success.” President Leary will be joined colleagues from each of Pennsylvania’s 14 community colleges as well as Elizabeth Bolden, CEO, PA Commission for Community Colleges.</p> <p>Sandy Nicholas, Executive Director, Institutional Advancement/Foundation reported the Foundation Office received a scholarship endowment gift from Bill and Joanne Runner of \$25,000. This is Bill and Joanne Runner’s third scholarship donation to LCCC.</p> <p>The September 11, 2018 the College held its Remembrance Ceremony at the Walk of Honor. Thanks was extended to those in attendance. The Alumni Craft Festival was held Saturday, October 20, 2018. This event was very successful with more than 2500 in attendance.</p> <p>Catherine O’Donnell, Esq., Co-Chair of the Scholarship Donor Dinner, stated it has been her pleasure serving on the committee and was proud to announce we have received 100% participation from Board of Trustees. Your participation honors families and individuals who have made significant gifts to the College as visionaries and have greatly affected in the most positive sense, the direction of the College. The students who are attending the dinner will see that the Board of Trustees greatly cares about them and the direction of the community college. On behalf of Co—Chair Becky Brominski, Trustee O’Donnell expressed her thanks and appreciation to the Board of Trustees. As a reminder, Board members were invited to attend the Visionary Reception will be held at</p>	

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<ul style="list-style-type: none"> ○ <i>Foundation Report continued</i> 	<p>4:30 p.m. in the Marco Polo Room of The Woodlands Inn. Approximately 383 guests are confirmed to attend.</p>	
<p>6. Report/Action of Executive Committee</p>	<p>6. Board Chair Gill reported on October 4, 2018 the Board’s Executive Committee met to develop the agenda for the upcoming Board Retreat scheduled for Tuesday, November 20, 2018, beginning at 8:30 a.m. Board Chair stressed the importance of this retreat for ongoing training and education to benefit the members of the Board.</p>	<p>6.N/A</p>
<p>7. Report/Action of the Academic Committee</p> <p>7A. Approval to Adopt General Education Philosophy</p>	<p>7A. Committee Chair Blewitt recommended the Luzerne County Community College Board of Trustees approve the adoption of the LCCC General Education Philosophy and Competencies ensuring Luzerne County Community College’s curriculums are designed to develop the intellectual, social, physical, and personal well-being of each student.</p>	<p>7. Approved. Motion made by Lynn Distasio, Vice Chair; seconded by George Brown.</p> <p>Vote was all “yes”. Motion carried.</p>
<p>8. Report/Action of the Finance Committee</p> <p>8A. Summary of Payments</p> <p>8B. Employment Retraining Opportunities Program</p>	<p>8. Bernard W. Graham, Ph.D., presented the following Finance Committee report.</p> <p>8A. Recommend the Luzerne County Community College Board of Trustees approve the summary of payments.</p> <p>8B. Recommend the Luzerne County Community College Board of Trustees approve the continuation of the LCCC Employment Retraining Opportunities Program for the Spring 2019 Semester with a tuition offset for eligible</p>	<p>8A. Approved. Motion made by George Brown; seconded by Margaret Steele.</p> <p>Vote was all “yes”. Motion carried.</p> <p>8B. Approved. Motion made by Joan M. Blewitt, Ph.D.; seconded by Lynn Distasio, Vice Chair.</p>

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8C. RFP, Mailroom Postage Machine	<p>individuals, not to exceed a total value of \$25,000.</p> <p>8C. Recommend the Luzerne County Community College Board of Trustees approve the proposal for a Mailroom Postage Machine to <u>Postage Pros Plus</u> in the amount of \$6,651.96 for year 1; \$6,651.96 for year 2; \$7,171.80 for year 3; \$7,171.80 for year 4; \$7,171.80 for year 5, for a total amount of \$34,819.32 for 5 years.</p>	<p>Vote was all "yes". Motion carried.</p> <p>8C. Approved. Motion made by James Dennis; seconded by Joan M. Blewitt, Ph.D.</p> <p>Vote was all "yes". Motion carried.</p>
8D. Acceptance of Grants	<p>8D. Recommend the Luzerne County Community College Board of Trustees approve the acceptance of the following Pennsylvania State grant renewal awards:</p> <ul style="list-style-type: none"> • The ALTA renewal grants from the Pennsylvania Department of Education were funded as follows: • #054 Family Literacy grant was level funded at \$340,000. <ul style="list-style-type: none"> ✓ #064 Adult Basic Education received an increase of \$35,688 to \$788,405. • The Perkins grant from the Pennsylvania Department of Education received an increase of \$25,639 to \$488,195. Of this amount, LCCC will receive \$446,895. The balance goes to our partners in the Hazleton Area Career Center and Schuylkill Technology Center. • The Act 101 grant program will receive \$46,050 in funding. • The Keys Program received an increase of \$27,989 to \$235,487. <p>Year-to-date the State of Pennsylvania has provided a total of \$1,898,137 in state grants for 2018-2019, which is an increase of \$65,281 over last year.</p>	<p>8D. Approved. Motion made by Joan M. Blewitt, Ph.D., seconded by George Brown.</p> <p>Vote was all "yes". Motion carried.</p>

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9. Report of the Human Resources Committee	9. No report.	9. N/A
10. Report of the Legislative, Economic and Public Affairs Committee	<p>10. Committee Chair Distasio reported at the October committee meeting, an overview of the ALICE Training Program was presented by Mike Shatley, Security Officer and Russ Bigus, Learning Support Assistant. Both individuals are Certified ALICE Instructors and were commended for their informative presentation.</p> <p>Committee Chair Distasio expressed, on behalf of the Board of Trustees, our sympathies to the family and friends of State Representative of the 114th District, Sid Michaels Kavulich (D). State Representative Kavulich was a strong advocate of community colleges. Committee Chair Distasio noted she had the opportunity to meet with State Representative Kavulich at two separate events. During which, she was drawn to his constant attention to the community and community college. He worked very hard on community college issues as well as working well with other legislators.</p>	10. N/A
Acknowledgments	Board Chair Gill reported Luzerne County Community College served as the host of the September 2018 Luzerne County Council meeting. Board Chair Gill commended the College on the following: 1)Preparation for the arrangements to host the meeting at LCCC; and, 2) LCCC had the opportunity to present the State of the College to County Council and the way in which it was presented showed how well you all do your work.	

	<u>Informational Items</u>	
1.Unfinished Business of Previous Meeting	1.N/A	1. No action required.
2.Informational Report - Executive Committee	2. N/A	2. No action required.
3.Informational Report - Human Resources Committee	3. Information on recent appointments and leave reports is included with the Board agenda.	3. No action required.
4. Communications	<p>4. Brian D. Gill, Board Chair, noted all communications to the Board were included in the packets.</p> <p>Board Chair Gill extended his thanks to the Board of Trustees for their commitment to the College and noted it is a real testimony to the founders and honorees showing our support of the upcoming Scholarship Donor Dinner.</p>	4. No action required.
5.Adjournment		<p>5. Motion made Margaret Steele; seconded by Cathy O'Donnell, Esq.</p> <p>Vote was all "yes". Motion carried.</p>