

Name: Luzerne County Community College Board of Trustees Board Meeting

Date: Tuesday, April 27, 2021

Time: 6:00 PM

Location: Luzerne County Community College, Educational Conference Center, Nanticoke PA and Zoom Link

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
	<i>Lynn Distasio, Board Chair, advised the Board that if a member of the Board is unable to participate in any part of the virtual Board meeting after the initial roll call is conducted, it is the responsibility of the Trustee to notify the Board Chair immediately before leaving the meeting.</i>	
Pledge of Allegiance	Meeting opened with the Pledge of Allegiance.	
1. Roll Call	<u>Present:</u> Joan M. Blewitt, Ph.D.; George Brown, : James Dennis Lynn M. Distasio, Board Chair; Holly A. Evanoski; Bernard W. Graham, Ph.D., Secretary; Paul Halesy; Erin K. Keating, ED.D.; Joseph Lettiere Catherine R. O'Donnell, Esq.; Daniel C. Rodgers; Anthony Seiwel Susan E. Unvarsky, Vice Chair; David James Usavage; Brian Stahl, Esq., College Solicitor. <u>Not Present:</u> August Piazza	
	<i>Lynn Distasio, Board Chair, reported an Executive Session was held on March 30, 2021 to discuss litigation and personnel issues. Prior to the start of the April 27, 2021, Board meeting an Executive Session was held to discuss personnel and litigation issues.</i>	
2. Public Comment	2. No comments.	2.No comments.
3. Approval of February 23, 2021, Board Minutes	3. Lynn Distasio, Board Chair, recommended approval of the February 23, 2021 Board meeting minutes.	3. Approved. Motion made by David James Usavage; seconded by Joan M. Blewitt, Ph.D.. Vote was all "yes". Motion carried.

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
4. Approval of April 27, 2021, Board Agenda	4. Lynn Distasio, Board Chair, reported the addition of Bid #495 would be added to the Board agenda and recommended the April 27, 2021 agenda be amended to include under the report of the Finance Committee, Bid #495.	4. Approved. Motion made by Holly Evanoski; seconded by Catherine R. O'Donnell, Esq., to approve the agenda as amended. Vote was all "yes". Motion carried.
ACTION ITEMS		
5. Report of the Executive Committee	5. Lynn Distasio, Board Chair, presented the following Executive Committee report.	
5A. Appointment of Nomination Committee 5B. Approval of Administrative Policies: - Tuition Waiver for LCCC Credit Courses Policy - Tuition Waiver for LCCC Non-Credit Courses Policy	5A. Board Chair Distasio recommended the Luzerne County Community College Board of Trustees approve the appointment of Dr. Joan M. Blewitt, to serve as Chair of the Nomination Committee. 5B. Board Chair Distasio recommended the Luzerne County Community College Board of Trustees approve the revised Administrative policies: Tuition Waiver for LCCC Credit Courses Policy and Tuition Waiver for LCCC Non-Credit Courses.	5A. Approved. Motion made by Catherine R. O'Donnell, Esq.; seconded by Erin K. Keating, Ed.D. Vote was all "yes." Motion carried. 5B. Approved. Motion made by Anthony Seiwell; seconded by Joseph Lettiere. Vote was all "yes." Motion carried.
6. Report of the Academic Committee	6. Bernard W. Graham, Ph.D., Chair, LCCC Academic Committee, stated the Academic Committee had no action items to present at this time.	
6A. Professor Emeritus	6A. Recommend Luzerne County Community College Board of Trustees approve the title of Professor Emeritus be formally bestowed upon Mark Rutkowski during the 53 rd Commencement Ceremony scheduled for 6 p.m. Thursday, May 27, 2021.	6A. Approved. Motion made by Susan E. Unvarsky, Vice Chair; seconded by Daniel Rodgers. Vote was all "yes". Motion carried.

7. Report of the Finance Committee	7. Susan E. Unvasky, Chair of the LCCC Finance Committee stated there were no action items to report at this time.	
7A. College Budgets for Fiscal Year 2021-2022	7A. Recommend the Luzerne County Community College Board of Trustees approve the 2021-2022 Fiscal Year Operating and Capital Budgets totaling \$45,572,933 as well as the Auxiliary Budgets (Bookstore, Food Service, and Student Activities). By adopting the budget, the Board of Trustees authorizes no increase in tuition in addition to no increase in the general service and technology fees.	7A. Approved. Motion made by Catherine O'Donnell, Esq.; seconded by James Dennis. Vote was all "yes". Motion carried.
7B. Microsoft Renewal Licensing	7B. Recommend Luzerne County Community College Board of Trustees approve the following Microsoft Renewal Licensing in the amount of \$30,549.90. Luzerne County Community College renew with the newer M365 A3 licensing model for \$30,549.90 instead of the current O365 Volume Licensing/Open Value Subscription model; and that LCCC purchases the M365 A3 licenses through JourneyEd who is offering us the lowest pricing as the only reseller of the discounted AICUP educational pricing model.	7B. Approved. Motion made by David James Usavage; seconded by Holly Evanoski. Vote was all "yes." Motion carried.
7C. Bid # 494 – Digital Sign Replacement/Upgrade	7C. Recommend Luzerne County Community College Board of Trustees approve the award of Bid #494 to Bartush Signs, Inc. in the amount of \$81,244.50.	7C. Approved. Motion made by Joan M. Blewitt, Ph.D.; seconded by James Dennis. Vote was all "yes." Motion carried.
7D. Approval of Technology Center Atrium Renovation Bid	7D. Recommend the Luzerne County Community College Board of Trustees approve the award of the Technology Center Atrium Renovation bid to the lowest responsible bidder, Champion Builders, Inc., general construction, in the amount of \$253,300. Additionally, a 5% project contingency (\$12,665), and hemmler + camayd architects will be compensated in line with our agreement for miscellaneous services in the amount of \$21,250.60, for a total project cost of \$287,215.60	7D. Approved. Motion made by Joan M. Blewitt, P.D.; seconded by Paul Halsey. Anthony Siewell inquired as to who the lowest responsible bidder was for the bid. Committee Chair Unvasky stated the lowest responsible bidder was Champion Builders. Vote was all "yes." Motion carried.

7. Continued, Finance Committee Report		
7E. Bid #495-2022 Ford Super Duty XL 4WD F250 Super Cab	7E. Recommend the Luzerne County Community College Board of Trustees approve the bid #495 - 2022 Ford Super Duty XL 4WD F 250 Super Cab 6.75' Box, awarded to the lowest responsible bidder: Whitmoyer Ford, Inc. in the amount of \$36,550.	7E. Approved. Motion made by David James Usavage; seconded by Joan M. Blewitt, Ph.D. Vote was all "yes." Motion carried.
8. Report of the Human Resources Committee	8. Paul Halesy, Chair, LCCC Human Resources Committee stated there were no action items to report at this time.	
8. Approval of Faculty Promotions	8. Recommend the Luzerne County Community College Board of Trustees approve, in accordance with the Faculty Association Contract following three (3) faculty members for promotion: Professor: Lynne Pabst Professor: Jeffrey Schultz Associate Professor: Savannah Stephens	8. Approved. Motion made by Susan E. Unvarsky; seconded by James Dennis. Vote was all "yes." Motion carried.
9. Report of the Legislative Committee	9. Catherine O'Donnell, Esq., Chair, LCCC Legislative Committee, stated there were no action items to report.	9. N/A
Report of Officers and Agents		
10. Foundation Report	Rebecca Brominski, Executive Director, Institutional Resource Development/Foundation., reported on Friday, April 23, 2021, the College hosted its first virtual Legislative Discussion. The session brought together local and state legislators, trustees, and foundation board members as well as members of our college community. The highlight of the session was the stories and remarks shared by our student, Ryan Evans, William Siejna, and Kasie Weidener. Their courage sharing their personal journeys were inspiring and enlightening to us all. Thank you to all who participated and especially to our students they are truly a reflection of what Luzerne County Community College is all about. On May 14 th the virtual student art exhibit will open on the Schulman Gallery website. The art exhibit will feature 25 of our talented communication arts students displaying 72 works of art. Please log on as we celebrate some of our most artistically talents students.	

Report of Officers and Agents		
<p><i>Foundation Update (continued)</i></p> <p>Treasurer's Report</p> <p>President's Report</p>	<p>For the academic year 2020-2021, due to the generosity of our donors and community friends, the Foundation awarded \$371,000 in scholarships and student assistance to 513 students. To compliment the over 150 existing scholarship opportunities available to all students at the College, the Foundation has added 9 additional scholarship opportunities for the 2021-2022 academic year. Overall, the Foundation will award over \$385,000 in scholarships for the 2021-2022 academic year. On behalf of the Foundation and Board of Directors, Mrs. Brominski extended congratulations and best wishes to all the award recipients and all of our students on their upcoming graduation.</p> <p>No report.</p> <p>Thomas P. Leary, President of Luzerne County Community College, stated, in celebration of April as Community College Month, it was his honor to recognize and present with a certificate, the following students for their leadership and academic achievements. presenting each with a certificate of recognition</p> <p>Rosana Reyes, Vice President of Enrollment Management and Student Affairs, accompanied the President in recognizing the following students:</p> <p>The <u>All-Pennsylvania Academic Team Award</u>, sponsored by Phi Theta Kappa, the international honor society for two-year colleges, and the Pennsylvania Commission for Community Colleges, honors students for their outstanding academic achievement and leadership ability. In addition, the Pennsylvania State System of Higher Education universities provide scholarships to eligible All-PA Transfer Team members at PASSHE institutions, providing two years of tuition at any PASSHE school. Luzerne County Community College recognized the following students who achieved academic excellence and demonstrated a commitment to Luzerne County Community</p>	

College and to their community. This year, the All-Pennsylvania Academic Team Award recipients are: Megan Kovitch, Cristina Spradin, and Heather Lee.

We are honored to present a *Certificate of Accomplishment* to William Siejna, President of Student Government Association, and to Kasie Weidner, Vice President of Student Government Association for their support, service and dedication to Luzerne County Community College and its students.

The *President's Award* recognizes a student who, by their actions, has demonstrated exemplary kindness and generosity to positively impact the lives of others. The President's Award is presented to: Kristina Coll.

LCCC Trailblazer Vice President of Student Affairs Award recognizes students who have demonstrated continual leadership and service to the College through their involvement in student organizations, College committee engaged participation, academic achievement and outstanding contributions to campus life. Recipients must have a minimum 3.0 grade point average. Award recipients recognized are *Donna Klinger, William Siejna; and Kasie Weidner.*

Patrick J. Solano Veterans Award was established to honor the late Patrick J. Solano, who passed away in 2021 at the age of 96. A World War II hero, who with the U.S. Army Air Corps flew 23 bombing missions during World War II, Mr. Solano was considered one of the most influential people in Pennsylvania serving as special and trusted advisor to nine (9) Pennsylvania Govenors, both Democrat and Republican. Mr. Solano was a loyal friend and supporter of all Veterans and of Luzerne County Community College, where he served on the Board of Trustees. The Patrick J. Solano Veterans Center on campus is dedicated in his honor as is a Veterans Scholarship. This award is presented to *Ryan Evans*, a veteran student who exemplifies the ideals of fairness, dedication and patriotism exemplified by Mr. Solano.

Certificate of Achievement in the Early College Program recognizes an Early College student *Jesse Rylka* for successfully completing 54 college credits while still attending high school.

President Leary and Vice President Rosana Reyes congratulated all of the award recipients recognized on April 27, 2021.

Ryan Evans – Student Testimonial

Mr. Evans expressed his appreciation for the opportunity to address the Board of Trustees. Mr. Evans spoke of his journey, military career, and reflected on student life at Luzerne County Community College. Mr. Evans had the opportunity to present a speech on veteran’s suicide rate awareness; served as a member of the Student Government Association, student representative on the Foundation Board; and addressed members of the Middle States Team, and Legislators during the virtual legislator panel discussion. As a student, LCCC has given him not only an education and job skills, it has given him the opportunity to never look back and to realize that he is in control of his world. It is difficult to explain to you how the environment you cultivated has meant to him. I come to realize home doesn’t only pertain to the place you are born and raised and learn about life. Home is simply a place where people know your name and care about you; it’s a place where people support you and want to see you succeed. It’s a place where love rules and dreams are dreamt – in this case Luzerne County is the place I grew up and learned about life, little did I know another place called home is just three exits from 81. Thank you for giving me a chance to realize my potential and I’m just getting started. Everything I achieve is because of where I got started – Luzerne County Community College.

At this time, President Leary introduced Dagmar Frias, Alumni Testimonial.

Dagmar Frias- Alumni Testimonial

Ms. Frias is a 2019 graduate in Early Childhood Education program; Para-Educator Diploma; and Social Science program. Ms. Frias stated

	<p>her experience at Luzerne County Community College helped her build character, professional skills, and as a leader. It prepared her more than expected into her transition into a four-year institution. While at LCCCC, she received several scholarships not only helped her financially, they helped her complete her degrees and set her up for her future.</p> <p>In 2019. Ms. Frias was awarded the 2019 All PA Academic Team which is a scholarship awarded by Luzerne County Community College and Phi Theta Kappa. On May 8, 2021, Ms. Frias will be receive a bachelor’s degree in Sociology from California University of Pennsylvania . Ms. Frias will be completing her Master’s certificate in Addiction this summer; continuing her Master’s Degree in Fall 2021.</p> <p>Ms. Frias stated she will implement everything she has learned to be an active member of society. through her skills obtained at LCCC, she started two businesses, one centers on home renovations; the other business is a non-profit “By His Grace and Love”.</p> <p><i>A video presentation highlighting the 2020-2021 student activities and events was presented.</i></p> <p>President Leary expressed his sincere appreciation to Ryan Evans and Dagmar Frias for sharing their experience at LCCC; and to all the students recognized this evening .</p> <p>President Leary reported The Wright Center for Community Health, in partnership with the Luzerne County Community College AllOne Recovery Educational Institute, Wayne Pike Workforce Alliance, the Institute for Public Policy and Economic Development, and the Northeast PA Area Health Education Center has been awarded a Pennsylvania Department of Community and Economic Development grant to implement a region-wide clinical workforce expansion of recovery-to-work ecosystem that will create training to employment opportunities for people in recovery including but not limited to certified recovery specialists and community health workers.</p>	
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LCCC has joined CAN DO THInC initiative in partnership with CAN BE, Penn State Hazleton, Hazleton Launchbox, and Wilkes University to present the first annual Entrepreneurship Week starting Monday, May 3, 2021 through Friday, May 7, 2021. The week-long events will include experts, panel discussions, interactive workshops, with LCCC alumni and faculty, and industry specific matchups.

Wean effort to assist students who want to get an early start on a college education, LCCC offers a reduced rate for high school students who wish to take courses at the community college. Last year, the College served 902 students from 47 school districts through its Early College Program. For the 2021-22 academic year, tuition for high school students will remain at \$65 per credit for courses taken at the community college and \$40 per credit for courses taken at the student's high school.

This evening, especially since it is Community College Month, We have had discussions with our faculty, administration and staff, as to how we can help our students. We've done everything possible to reduce the financial burden for our students while they face the challenges of the pandemic, As a community we are our best when we come together to work together and are kind and supportive.

President Leary announced new initiatives at LCCC.

With respect to students who had to transition to virtual learning while in high school, we are working with our local school districts to develop summer camps to provide opportunities for students to come to LCCC to pick up and accelerate some of the instruction they may have missed in addition to hands on instruction so that students will not only be educated but to experience what it is to be a student at LCCCC.

In addition to our 15-week semester we are adding a 12-week session and 7-week session. We feel that constructing semesters that

	<p>will allow for students to pick up credits in different session in order to facilitate their educational goals.</p> <p>Our Board of Trustees made a very important decision for the second consecutive year, there will be no increase in tuition and fees for the 2021-2022 academic year.</p> <p>Due to the COVID-19 pandemic the College has provided extensive support services and financial assistance to our students. The LCCC Foundation awarded scholarships and emergency funds to 513 students for a total of \$371,000 during the current academic year (2020-21).</p> <p>President Leary stated LCCC will continue to support its students during these difficult times by covering many of the costs associated with furthering their academic goals. The College will award up to \$3,000 (\$1500 Fall/\$1500 Spring) in grants to all full-time, degree-seeking students during the upcoming academic year which includes the summer, fall, and spring semesters. All part-time students will receive a minimum award of \$1500 (\$750 Fall/\$750 Spring).</p> <p>Lynn M Distasio, Board Chair, congratulated all the students who received their awards for your dedication and commitment to your community. We are extremely thankful to be in attendance this evening and those who are participating virtually.</p> <p>Board Chair Distasio thanked Mr. Evans and Ms. Frias for their testimonials.</p>	
<u>Informational Items</u>		
1. Public Comments	1. No comments.	1.N/A
2.Unfinished Business-Previous Meeting	2.N/A	2. No action required.
3.Informational-Executive Committee	3. N/A	3. No action required.

4. Informational- Human Resources Committee	4. Paul Halsey, Chair, Human Resources Committee, noted the Information on appointments and leave reports are included with the Board agenda.	4. No action required.
5. Communications	5. All communications were included in the Board packets.	5. No action required.
6. Adjournment	6. Board Chair Distasio asked for a motion to adjourn.	6. Motion made Susan E. Unvarsky; seconded by Catherine O'Donnell, Esq. Vote was all "yes". Motion carried