

**LUZERNE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES  
BOARD MEETING**

**Tuesday, February 25<sup>th</sup>, 2025**

**5 PM-Executive Session 5:30 PM Work Session 6 PM Board Meeting Educational Conference Center**

Join Zoom Meeting: <https://us06web.zoom.us/j/93003918834?pwd=b0gwaVFWSUQxakMvM09HVVB5NExWQT09>

Meeting ID: 930 0391 8834

Passcode: 888095

Dial In Option: +1-646-558-8656

**BUSINESS SESSION**

**AGENDA**

**Pledge of Allegiance** *(all rise)*

1. Roll Call
2. Public Comment Catherine R. O'Donnell, Esq., Board Chair
3. Approval of December 17<sup>th</sup>, 2024, Board Minutes Catherine R. O'Donnell, Esq., Board Chair
4. Approval of February 25<sup>th</sup>, 2025, Board Agenda Catherine R. O'Donnell, Esq., Board Chair
5. **REPORT OF OFFICERS & AGENTS:**
  - **President's Report** John Yudichak, President
  - Treasurer's Report Erin Herman, Vice President, Finance
  - Foundation Report Rebecca Brominski, Executive Director,  
Institutional Advancement/Foundation

**ACTION ITEMS**

6. **Executive Committee** Catherine R. O'Donnell, Esq., Board Chair  
No Report.
7. **Student Success & Workforce Development Committee** Joseph F. Long, Committee Chair  
A. Curriculum Approvals – Smart Manufacturing Technology
8. **Audit, Finance & Facilities Committee** Joseph Esposito, Committee Chair
  - A. PDE Capital Application Board Resolution
  - B. Bid #514 – Waste Removal
  - C. CRM Replacement
  - D. Disposal of Fixed Assets Policy (Revised)
  - E. Local Sponsorship Policy (New)
  - F. Non-Solicitation and Credit Card Marketing Policy (New)
  - G. Contracts and Agreements (Including Grants) & Authorized Signature Policy (Revised)

9. **Compliance, Legal Affairs, Policies, Human Resources, Diversity & Inclusion Committee** C. Daniel Rodgers, Committee Chair

- A. Anti-Discrimination / Anti-Harassment Complaint Policy (Revised)
- B. Acting President Policy (Revised)
- C. Community Service Leave Policy (Revised)

10. **Government and External Affairs, Public Relations, Marketing and College Foundation** Megan Kennedy, Esq., Committee Chair

No Report.

**INFORMATIONAL ITEMS**

- 1. Unfinished Business of Previous Meeting Catherine R. O'Donnell, Esq., Board Chair
- 2. Communications Catherine R. O'Donnell, Esq., Board Chair
- 3. Adjournment Catherine R. O'Donnell, Esq., Board Chair

**7. STUDENT SUCCESS AND WORKFORCE DEVELOPMENT ACTION ITEM(S)**

7A. **Recommendation to Approve Curriculum Additions, Removals, and Changes**  
Recommend the Luzerne County Community College Board of Trustees approve Curriculum Additions – Smart Manufacturing Technology (see attached).

**8. AUDIT FINANCE AND FACILITIES ACTION ITEM(S)**

8A. **Recommendation to Approve PDE Capital Application Board Resolution**  
Recommend the Luzerne County Community College Board of Trustees approve the PDE Capital Application Board Resolution, as presented (see attached).

8B. **Recommendation to Approve Bid #514 - Waste Removal**  
Recommend the Luzerne County Community College Board of Trustees approve Bid #514 – Waste Removal, as presented (see attached).

8C. **Recommendation to Approve the CRM Replacement**  
Recommend the Luzerne County Community College Board of Trustees approve the CRM Replacement, as presented (see attached).

8D. **Recommendation to Approve the Disposal of Fixed Assets Policy (Revised)**

Recommend the Luzerne County Community College Board of Trustees approve the Disposal of Fixed Assets Policy (Revised), as presented (see attached).

8E. **Recommendation to Approve the Local Sponsorship Policy (New)**

Recommend the Luzerne County Community College Board of Trustees approve the Local Sponsorship Policy (New), as presented (see attached).

8F. **Recommendation to Approve the Non-Solicitation and Credit Card Marketing Policy (New)**

Recommend the Luzerne County Community College Board of Trustees approve the Non-Solicitation and Credit Card Marketing Policy (New), as presented (see attached).

8G. **Recommendation to Approve Contracts and Agreements (Including Grants) & Authorized Signature Policy (Revised)**

Recommend the Luzerne County Community College Board of Trustees approve Contracts and Agreements (Including Grants) & Authorized Signature Policy (Revised), as presented (see attached).

**9. COMPLIANCE, LEGAL AFFAIRS, AND HUMAN RESOURCES ACTION ITEM(S)**

9A. **Recommendation to Approve the Anti-Discrimination / Anti-Harassment Complaint Policy (Revised)**

Recommend the Luzerne County Community College Board of Trustees approve the Anti-Discrimination / Anti-Harassment Complaint Policy (Revised), as presented (see attached).

9B. **Recommendation to Approve the Acting President Policy (Revised)**

Recommend the Luzerne County Community College Board of Trustees approve the Acting President Policy (Revised), as presented (see attached).

9C. **Recommendation to Approve the Community Service Leave Policy (Revised)**

Recommend the Luzerne County Community College Board of Trustees approve the Community Service Leave Policy (Revised), as presented (see attached).

