

Name: Luzerne County Community College Board of Trustees Board Meeting

Date: Thursday, April 26, 2018

Time: 6:15 PM

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

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
<p>1. Roll Call</p>	<p><u>Present:</u> Joan M. Blewitt, Ph.D.; George Brown; Francis P. Curry; James P. Dennis; Lynn M. Distasio, Vice Chair; Michael J. Dubinski; Brian D. Gill, Board Chair; Bernard W. Graham, Ph.D.; Paul Halesey; Erin K. Keating; Catherine R. O'Donnell, Esq.; and Joseph Kluger, Esq., College Solicitor.</p> <p><u>Excused:</u> Christopher B. Slusser, Esq.; Margaret Steele; Susan E. Unvarsky, David James Usavage</p>	
	<p>Brian D. Gill, Board Chair, welcome the students, parents and friends in attendance for the student recognition portion of meeting.</p> <p>Brian D. Gill, Board Chair, reported an Executive Session of the Board of Trustees was held prior to the start of the Board meeting to discuss personnel and litigation issues.</p>	
<p>2. Public Comment</p>	<p>2. Brian D. Gill, Board Chair, opened the floor for public comment.</p>	<p>2. No action required.</p>
<p>3. Approval of February 20, 2018, Board Minutes</p>	<p>3. Brian D. Gill, Board Chair, recommended approval of the February 20, 2018, Board minutes.</p>	<p>3. Approved. Motion made by Erin K. Keating; and seconded by Michael Dubinski.</p> <p>Vote was all "yes". Motion carried.</p>

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
<p>4.Approval of April 26, 2018 Board Agenda</p>	<p>4.Brian D. Gill, Board Chair, recommended the Luzerne County Community College Board of Trustees approve the April 26, 2018 Board agenda.</p>	<p>4.Approved. Motion made by Francis Curry; seconded by Joan M. Blewitt, Ph.D.</p> <p>Vote was all “yes”. Motion carried.</p>
<p>5. Report of Officers and Agents</p> <ul style="list-style-type: none"> ○ President’s Report ○ <i>Student Highlight’s</i> 	<p>President Leary noted in honor of Luzerne County Community College’s celebration of Community College month, tonight we celebrate what community colleges are all about – our students and their achievements.</p> <p>At this time, President Leary welcomed everyone to join him in recognizing our student leaders as we commend them for their dedication and commitment to their education and the outstanding leadership and sportsmanship skills they have demonstrated through their various committees, athletics and activities. The President thanked the family members present and for entrusting their sons and daughters to their education at Luzerne County Community College.</p> <p>President Leary and Board Chair Gill presented the following students with their certificate of recognition:</p> <p><u>All-Pennsylvania Academic Team Recipients:</u> Angela Roman, Samantha Amato</p> <p><u>Phi Theta Kappa Honor Society:</u> Patricia Ann Lewis Dixon – President; Angela Roman – Vice President;</p> <p><u>PSI Beta Honor Society:</u> Denee Nicholas - Treasurer</p> <p><u>Student Government Association:</u> Doug White – President; Brian Guerrero – Vice President; Zoey Spak – Secretary;</p>	<p>5.N/A</p>

	<p>Dyheem Simmons –Treasurer; Brian Orbin- Sophomore Representative; Patricia Dixon – Part Time Representative; Ken Clark - Freshman Representative</p> <p><u>LCCC Computer Club representatives:</u> Jonathon Derhammer; Jacob Viti, and Amanda Moyer</p> <p><u>Student American Dental Association:</u> Livia Montante – President; Daniella Ramirez and Megan Mrozek representatives</p> <p><u>Student Nursing Forum:</u> Rebecca Carroll – President; Stephanie Barber – Treasurer</p> <p><u>Respiratory Therapy Club-Great Expectorations Club:</u> Monique Reyes – President; Shannon West – Vice President; Sarah Conrad – Secretary; Brianna Yorks – Treasurer</p> <p><u>LCCC Gaming Club:</u> Chelsea Henry – President; David Franks Jr. – Vice President; Rune Sylva Sudduth – Treasurer; Mikala Borino – Secretary; Julia Priest – SGA Representative of the Gaming Club</p> <p><u>LCCC BASIC Club:</u> Bethany Taylor - Vice President</p> <p><u>LCCC Human Services Club:</u> Mitchell Stein – President; Shannon Kita - Treasurer; Tovey Ader – Secretary</p> <p><u>LCCC Music Club Representatives:</u> Jake Moyer; Brian Orbin; Joseph Latzko</p> <p><u>LCCC History Club:</u> Jessica Abraham – President; Kennedy Rinish – Vice President</p> <p><u>LCCC Literary Arts Society:</u> Caitlin Bilingsley – President</p> <p><u>LCCC Pastry Arts Club:</u> Christina Freeman – President; Alison Hayes – Secretary; Tina Boyer - Treasurer; Alisa Karsko, Treasurer</p> <p><u>LCCC Photography Club:</u> Patricia Dixon – President</p> <p><u>LCCC Men’s Baseball Team:</u> Jossel Concepcion; Tyler Kolb; Andy Perez; Brandon Reno; Nicholas Zarola</p> <p><u>LCCC Basketball Team:</u> Jordan Black</p> <p><u>LCCC Men’s Cross Country Team:</u> Tanner Kennedy; Deep</p>	
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<ul style="list-style-type: none"> ○ <i>Economic Impact Presentation</i> 	<p>Patel</p> <p><u>LCCC Women’s Cross Country Team</u>: Kayla Schlauch</p> <p><u>LCCC Women’s Volleyball Team</u>: Amanda Brooks; Jessica Sedorchuk; Kayla Sholes</p> <p><u>LCCC’s Women’s Basketball Team</u>: Megan Manglaviti; Sarah Kotulski</p> <p><u>LCCC Softball Team</u>: Megan Manglaviti; Sarah Kotulski; Karlie Schmeer</p> <p>Graceann Platukus, Director of Institutional Research and Planning, presented the following study conducted, in conjunction with a project from the Pennsylvania Commission for Community Colleges, to assess the economic value of the community colleges in the state of Pennsylvania.</p> <p>Mrs. Platukus reported that there are two components of the Economic Value Analysis: <u>Economic Impact Analysis</u>, which measures how an institution affects the local economy (Luzerne County). The study tries to estimate what might happen if the College was not in existence. It tries to point out the contribution to the local economy by the College. <u>Investment Analysis</u>, which is the comparison of costs and benefits to determine return on investment (ROI).</p> <p>The study was conducted by EMSI (Economic Modeling Specialist Incorporated) utilizing a conservative methodology that follows best practices; the model is peer reviewed by economists and industry experts; and have experience with over 1,800 studies and 30 statewide systems. Key considerations of the study is that they use Gross Regional Product (GRP) which considers net income versus sales - meaning what is actually added to the region. EMSI has an input/output model which makes an attempt to</p>	
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	<p>capture economic growth arising out of the college's presence in the county. Sensitivity analysis model how changes in assumptions and data may vary results. Data source: LCCC FY 201-17 academic and financial reports; Industry and employment data from U.S. Bureau of Labor Statistics and U.S. Census Bureau; EMSI's Multi-Regional Social Accounting Matrix Model that incorporates all of this data.</p> <p>In 2016-2017 in Luzerne County the total Gross Regional Product (measure of all goods/services produced in a county after netting out cost of production) is similar in concept to GDP (Gross Domestic Product) at the national level. In Luzerne County (2016-17) the GRP was \$14.2 billion and there were 180,507,000 jobs in the county. Earning by educational attainment. When education levels are below the high school level the career mid-point income is approx. \$18,000, as you continue to acquire education the numbers goes up to a bachelor's level to almost \$47,000. LCCC students are certificate and/or associate degree. That is the basis of the study – future higher earnings potential. The LCCC data that went into the model reflect students served in 2016-17 – 8,126 credit, 4,396 non-credit students and 30% from outside of the county. 730 total employees for a \$29.9 million in payroll and benefits. Tuition revenue of \$25.5 million.</p> <p>The results of the analysis showed LCCC does in fact add value. Our students are earning \$3 for every \$1 invested in their education in the form of lifetime earnings. Taxpayers receive \$5.30 in value for every \$1 invested. LCCC generates more tax revenue than it takes. Society receives \$10.80 in benefit for every \$1 invested and that's in the form of</p>	
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	<p>increased state economic base and lower social costs due to improved student lifestyles. This means welfare costs are less as educational attainment goes up and healthier lifestyles are adopted, there are less costs that the government has to contribute to there are typically lower crime rates – all of those cost savings are a benefit to society. The Economic Impact of LCCC in 2016-17 reflected an added income (GRP) to Luzerne County because of LCCC in the amount \$403.1 million. That is a function of operations spending, student spending impact, alumni impact. That corresponds 6,798 jobs in the county.</p> <p>LCCC generated 2.8% of Luzerne County’s GRP in 2016-17. LCCC contribution alone is comparable to real estate, rental and leasing industry’s contribution to GRP. One out of every 27 jobs is supported by activities of LCCC and their students.</p> <p>Return on Investment – <u>Students</u> receive a benefit of higher future earnings over their working lives - \$223 million at a cost of \$74 million (reflects tuition, supplies, opportunity cost). Our students are realizing a benefit to cost ratio 3x which correspondence to 12% rate of return. <u>Taxpayers</u> receive a benefit of added tax revenue, increased business output and government savings of \$106 million at a cost of \$20 million – a benefit ratio of 5.3x and a corresponding rate of return is 12.5%. The taxpayer benefit to cost ratio is a function of funding. Level funding changes that number year after year. LCCC has been at level funding for several years. If level funding continues for an extended period of time, you will see the dynamic between the student and taxpayer return change so it is important to manage that relationship – level funding is not something that can be sustained indefinitely without shifting burden to the student and</p>	
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<ul style="list-style-type: none"> ○ <i>Foundation Report</i> 	<p>depressing their benefit to cost ratio. It is really important to advocate for the need for funding. <u>Society</u> benefit is added state revenue over the course of the student working lives of \$1.3 billion at a cost of \$123 million at a benefit of 10 x benefit.</p> <p>LCCC is creating value from multiple perspectives. Value for students raising lifetime earnings and achieving their full potential. There is value for state and local taxpayers in increased tax receipts generating 5x more benefits than it costs, reducing demand for government supported social services. Value for businesses increasing the consumer spending in the region as well as supplying a well-qualified and trained workforce. Value for Society by creating a more prosperous economy and generating savings through improved lifestyles of students.</p> <p>President Leary stated the presentation provided by Mrs. Platukus clearly reflects the importance for the continued public support from the state for community colleges. The results of the independent economic study generates the thinking that the value of higher education is crucial for the economic and social development of this region and across the state of Pennsylvania.</p> <p>Sandra Nicholas, Executive Director, Institutional Advancement/Foundation, reported the Alumni Association is conducting their annual phonathon this week. Special thanks was extended to Francis Curry who has been a faithful caller every year. Trustee Curry volunteered on Monday receiving a wonderful response raising \$6,000 that evening.</p> <p>The annual Legislative Information Session and Breakfast was</p>	
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<ul style="list-style-type: none">○ <i>Foundation Report</i> (<u>continued</u>)	<p>held on April 20, 2018. There was an excellent turnout Northeast delegation as well as representatives from the federal legislators. Special thanks was extended to the trustees who attended, to Board Chair Brian Gill and our emcee Vice Chair Lynn Distasio.</p> <p>The Foundation Board directory was distributed to each Trustees. The directory includes the newly appointed Board members and the addition of Trustee George Brown.</p> <p>The Foundation is in the process of submitting an application to the Pennsylvania Department of Community and Economic Development which will entitle the Foundation to solicit donations from area business and banks for our Educational Improvement Tax Credit program which supports the Early College scholarships and summer camps. We will move forward once approval is received from the state.</p> <p>April 15, 2018 was the deadline date for submission of scholarship applications. 300 applications will be reviewed and we are expecting to award approximately \$265,000 for Fall and Spring semesters. This is separate from funds set aside for emergency book purchases which range between \$30,000 and \$50,000.</p> <p>The Foundation received a favorable audit from Baker Tilly and no weaknesses or deficiencies identified and our audit was submitted to the College.</p> <p>For the third year, MotorWorld Toyota has gifted the Foundation with a \$20,000 donation to support our automotive and diesel programs.</p>	
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<ul style="list-style-type: none"> ○ <i>Foundation Report (continued)</i> 	<p>The Scholarship Donor Dinner will be held on October 30, 2018.</p> <p>On Friday, May 4, the annual Student Art Show will be held in the Schulman Gallery.</p> <p>On Monday, May 21, 2018 the Fourth Annual Alumni Golf Tournament will be held. If you are unable to attend, Trustees were asked to consider sponsoring a hole.</p>	
<p>6. Report/Action of the Executive Committee</p> <p>6A. Appointment of the Nomination Committee</p> <p>6B. Approval of Trustee Travel, 2018 PACCC Annual Meeting</p>	<p>6. Board Chair Brian Gill, Chair of the Board of Trustees Executive Committee presented the following report.</p> <p>6A. Recommend the Luzerne County Community College Board of Trustees approve the Nomination Committee as follows: David James Usavage, Michael Dubinski and Margaret Steele</p> <p>6B. Recommend the Luzerne County Community College Board of Trustees authorize the use of budgeted trustee travel, not to exceed \$500.00, for one (1) Trustee’s attendance at the Pennsylvania Commission for Community Colleges Annual Meeting/All-PA Academic Awards Banquet and Lobby Day held April 9-10, 2018, in Harrisburg, PA.</p>	<p>6A. Approved. Motion made by James Dennis; seconded by Francis Curry.</p> <p>Vote was all “yes”. Motion carried.</p> <p>6B. Approved. Motion made by George Brown; seconded by Michael Dubinski.</p> <p>Vote was all “yes”. Motion carried.</p>

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
<p>7. Report/Action of the Academic Committee</p> <p>7A. Recommendation to Approve Program Additions, Deletions and Modifications</p>	<p>7. Joan M. Blewitt, Ph.D., Chair, Board of Trustees Academic Committee, presented the following recommendation.</p> <p>7A. Recommend the Luzerne County Community College Board of Trustees approve the Program Modifications in several of the applied technologies programs to incorporate the revised Math 111 and Math 112 required as a change in the credit totals for those programs.</p>	<p>7A. Approved. Motion made Michael Dubinski; seconded by Lynn Distasio, Vice Chair.</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. Recommendation to Approve Extension of Banking Service Contract</p> <p>8C. Recommend approval of RFP, Medical Director, Emergency Medical Services</p>	<p>8. Brian D. Gill, Board Chair and Chair, Board of Trustees Finance Committee presented the following recommendations.</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 extension of the banking service contract with Fidelity Deposit and Discount Bank to provide the College with banking and financial services for an extension period of July 1, 2018 through June 30, 2019.</p> <p>8C. Recommend the Luzerne County Community College Board of Trustees approve the proposal of Medical Director for Emergency Medical Services to Geisinger Health System Dr. David J. Schoenwetter at the following rate of \$5,000.00 per year for 5 years.</p>	<p>8A. Approved. Motion made by Paul Halesey; seconded by Erin K. Keating.</p> <p>Vote was all “yes”. Motion carried.</p> <p>8B. Approved. Motion made by George Brown; seconded by Joan M. Blewitt, Ph.D.</p> <p>Vote was ten (10) “yes”; one (1) vote to abstain by Catherine R. O’Donnell, Esq. Motion carried.</p> <p>8C. Approved. Motion made by Lynn Distasio.; seconded by Bernard W. Graham, Ph.D.</p> <p>Vote was all “yes”. Motion carried.</p>

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8D. Recommendation to Approve RFP, Medical Director, Respiratory Therapy	8D. Recommend the Luzerne County Community College Board of Trustees approve the proposal of Medical Director for Respiratory Therapy to Dr. Pramthesh K. Desai, M.D. at the following rate of \$16,800.00 per year for 5 years.	8D. Approved. Motion made by Michael Dubinski; seconded by Joan M. Blewitt, Ph.D. Vote was all "yes". Motion carried.
8E. Recommendation to Approve Bid #478 - I STAN Simulator for Nursing	8E. Recommend the Luzerne County Community College Board of Trustees approve the award of BID #478 for I Stan Simulator for Nursing to Gaumard Scientific Co. Inc. in the amount of \$35,493.00.	8E. Approved. Motion made by Erin K. Keating; seconded by Bernard W. Graham, Ph.D. Vote was all "yes". Motion carried.
8F. Recommendation to Approve Bid #479 – RespiSim Pro Mechanical Ventilator Simulator Systems	8F. Recommend the Luzerne County Community College Board of Trustees approve the award of BID #479 for RespiSim Pro Mechanical Ventilation Simulation System in the amount of \$64,580.00 to IngMar Medical.	8F. Approved. Motion made by Joan M. Blewitt, Ph.D.; seconded by Paul Halesey. Vote was all "yes". Motion carried.
8G. Recommendation to Approve Bid #474 ADEC ICC Sterilization Center	8G. Recommend the Luzerne County Community College Board of Trustees approve the award of BID #474 for ADEC ICC Sterilization Center to Henry Schein Inc. in the amount of \$38,033.00.	8G. Approved. Motion made by Lynn Distasio; seconded by Michael Dubinski. Vote was all "yes". Motion carried.
8H. Recommendation to Approve College Budgets for Fiscal Year 2018-2019	8H. Recommend the Luzerne County Community College Board of Trustees approve the 2018-2019 Fiscal Year Operating and Capital Budgets totaling \$45,280,293.00 as well as the Auxiliary Budgets (Bookstore, Food Service, and Student Activities). By adopting the budget the Board of Trustees authorizes a \$3.00 tuition increase, \$3.00 general	8H. Approved. Motion made by Francis Curry; seconded by Michael Dubinski. Vote was all "yes". Motion carried.

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<p>ADDITIONAL ACTION ITEM - Recommend Approval of Bid#473 for TV Lighting Console</p>	<p>service fee increase, and a \$3.00 technology fee increase.</p> <p>The Administration recommends the Luzerne County Community College Board of Trustees approve the award of BID #474 to The Lerro Corporation for the TV Studio Lighting Package in the amount of \$40,873.56.</p> <p>Trustee Bernard Graham inquired as to whether this was within budget. President Leary confirmed it is within budget.</p>	<p>Approved. Motion made by Joan M. Blewitt, Ph.D.; seconded by Francis Curry.</p> <p>Vote was all “yes”. Motion carried.</p>
<p>9. Report of the Human Resources Committee</p> <p>9A. Approval Administrative Policy, Tuition Reimbursement for Administrators Policy</p> <p>9B. Approval of Faculty Promotions</p>	<p>9. Paul Halesey, Chair, Human Resources Committee, presented the following report.</p> <p>9A. Recommend the Luzerne County Community College Board of Trustees approve the revised administrative policy, Tuition Reimbursement for Administrators policy.</p> <p>9B. Recommend the Luzerne County Community College Board of Trustees approve, in accordance with the Faculty Association Contract, the following seven (7) faculty members for promotion:</p> <p><u>Professor:</u> Stephen Housenick, Robert Kroll</p> <p><u>Associate Professor:</u> Karen Amesbury, Mini Balachandran, Nicole Gesiskie, Rebecca Morgan</p> <p><u>Assistant Professor:</u> Kimberly Gavlick</p>	<p>9A. Approved. Motion made by Catherine R. O’Donnell, Esq.; seconded by Bernard W. Graham, Ph.D.</p> <p>Vote was all “yes”. Motion carried.</p> <p>9B. Approved. Motion made by Joan M. Blewitt, Ph.D.; seconded by Francis Curry.</p> <p>Vote was all “yes”. Motion carried.</p>
<p>10. Report of the Legislative, Economic and Public Affairs Committee</p>	<p>10. Lynn Distasio, Chair, Legislative, Economic and Public Affairs Committee, stated that the annual PACCC meeting minutes will be distributed to all members of the Board; expressed her appreciation to Trustee Curry for attending the conference. Trustee Curry stated Elizabeth Bolden,</p>	<p>10. N/A</p>

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
Legislative, Economic and Public Affairs Committee report (continued)	CEO, PACCC, stated under President Leary’s leadership and the effective work of Committee Chair Distasio and the Board’s Legislative, Economic and Public Affairs Committee serves as a model for the PA Community Colleges. Mrs. Bolden also suggested President Leary and Committee Chair Distasio speak at next year’s annual meeting to discuss the work and effectiveness of the committee.	
	<u>Informational Items</u>	
	Attorney Joseph Kluger, stated, as the College Solicitor for the Luzerne County Community College for more than 25 years, and has had the opportunity to attend many meetings and presentations. Atty. Kluger noted he found the thoroughness and quality of the presentations provided by Vice President Rosana Reyes, Graceann Platukus, and Cheryl Baur this evening were outstanding and a pleasure	
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 is included with the Board agenda.	3. No action required.
4. Communications	4. Brian D. Gill, Board Chair, informed the members all Communications were included in their packets.	4. No action required.
5.Adjournment		5. Motion made Erin K. Keating; seconded by Joan M. Blewitt, Ph.D.. Vote was all “yes”. Motion carried.