

Name: Luzerne County Community College Board of Trustees Board Meeting
Date: Tuesday, October 22, 2019
Time: 6:09 PM
Location: Luzerne County Community College, Campus Center Rotunda, Nanticoke PA

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
Pledge of Allegiance	Meeting opened with the Pledge of Allegiance.	
1. Roll Call	<p>Present: Joan M. Blewitt, Ph.D.; George Brown, James P. Dennis, Lynn M. Distasio, Board Chair; Holly A. Evanoski; Brian D. Gill; Bernard W. Graham, Ph.D., Secretary; Paul Halesey; Erin K. Keating, ED.D.; Joseph F. Lettiere; Catherine R. O'Donnell, Esq.; Margaret Steele, David James Usavage; Barry H. Williams, J.D., C.P.A.; and Brian Stahl, Esq., College Solicitor.</p> <p>Excused: Susan E. Unvasky, Vice Chair</p>	
	Lynn Distasio, Board Chair, reported, prior to the start of the Board meeting, an Executive Session was conducted to discuss personnel and litigation issues.	
2.Public Comment	2. Lynn Distasio, Board Chair, opened the floor for public comment.	2. There were no public comments.
3. Approval of August 27, 2019, Board Minutes	3. Lynn Distasio, Board Chair, recommended approval of the August 27, 2019, Board minutes.	<p>3. Approved. Motion made by David James Usavage; seconded by Joan M. Blewitt, Ph.D.</p> <p>Vote was all "yes". Motion carried.</p>
4.Approval of October 22, 2019, Board Agenda	4. Lynn Distasio, Board Chair, made a recommendation to amend the October 22, 2019 Board agenda to include an additional action item under the report of the Human Resources Committee.	<p>4. Approved. Motion to approve amending the agenda to include the addition of an action item was made by Holly Evanoski; seconded by Joan M. Blewitt, Ph.D.</p> <p>Vote was all "yes". Motion carried.</p>

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
Approval of Amended Agenda.	Board Chair Distasio requested a motion to approve the agenda as amended.	Approved. Motion made by Barry H. Williams, J.D., C.P.A.; seconded by Bernard W. Graham, Ph.D. Vote was all “yes”. Motion carried.
5. Report of Officers and Agents		
President’s Report	<p>Thomas P. Leary, President, reported the Luzerne County Community College AllOne Recovery Educational Institute (AREI), Human Services department, and LCCC Science Club will host a presentation, “Battling Opioids” on Tuesday, October 29, 2019, at 11 a.m. and 6 p.m., at the College’s Campus Center Rotunda. The program will be presented by Alexis Johnson, of Jessup, PA, who will discuss her 15-year battle with addiction.</p> <p>Ms. Johnson, an international fitness model and published author, is currently featured on A& E’s “60 Days In” and her memoir, “Beautiful Nightmare” will be released this year. Ms. Johnson is a graduate of Pennsylvania State University with a bachelor’s degree in criminology and a double minor in sociology and liberal arts. The program is free and open to the public.</p> <p>LCCC’s Library received a donation from members of the Coombs Family, former and current residents of Nanticoke. Board Chair Lynn Distasio, President Leary and members of the college staff meet with the late Arthur E. Coombs five children, who donated their father’s personal collection of materials documenting the early development of the community college. Arthur E. Coombs served as president of the IMPACT Committee (Improvement Action Citizens for the Greater Nanticoke Area), which did a study on moving</p>	

President's Report
(continued from page 2)

Luzerne County Community College from its temporary location in Wilkes-Barre to a permanent site in Nanticoke. The collection includes historical records and letters, newspaper clippings, and personal notes. The book will be kept in the College's Library Archives.

A Fall Open House will be held Saturday, November 2, 2019, from 9 a.m. to noon, at the College's Campus Center. Information on programs of study, financial aid, student activities and athletics, transfer and dual admission agreements, health sciences admission, English as a Second Language (ESL), career exploration, and student services will be available and tours of the campus will be provided.

President Leary introduced Dr. Deb Vilegi-Payne, Dean of Nursing and Health Sciences, Laura Fowler, Department Chairperson of Nursing, Nick Fruscianta, Curriculum Coordinator, and Lorraine Gerich, Professor, Nursing, and invited Dr. Payne to provide the LCCC Associate Degree Nursing program update.

Dean Payne reported the State Board of Nursing average pass rate in the state of Pennsylvania for 2019 is 91.6%. Dean Payne was pleased to announce the LCCC Class of 2019 Nursing graduates achieved a pass rate of 93.14%.

In addition, Dean Payne shared the following correspondence from Marsal P. Stoll, EdD, MSN, Chief Executive Office of the Accreditation Commission for Education in Nursing, which reads: *"The Board of Commissioners granted continued accreditation to the associate in nursing program and scheduled the next evaluation visit for Spring 2027. The details of the accreditation visit and the decision put forth by the Board*

<p>President's Report (continued from page 3)</p>	<p><i>have been sent to the program for nursing administrator. Congratulations on this outstanding achievement. We look forward to continued success for your nursing program. On behalf of the Board of Commissioners, we thank you and your colleagues for your commitment to quality nursing education."</i></p> <p>A certificate to recognize the accreditation of the nursing program was presented to President Leary. President Leary read the following: <i>The Accreditation Commission for Education in Nursing has Awarded Accreditation to Luzerne County Community College Associate Nursing Program for Achievement of Quality and Excellence in Nursing Education, Spring 2019 to Spring 2027.</i></p> <p>Dean Payne expressed her appreciation to the LCCC Nursing faculty for their outstanding work, dedication, and commitment to LCCC's Nursing program.</p> <p>President Leary stated the nursing curriculum, as required by the State and Accreditation body, has gone through a number of changes in the last several years and it is incumbent upon colleges to respond to those changes. This is a reflect of the commitment and leadership of Dr. Cheryl Lesser, Vice President of Academic Affairs, Dr. Payne and the nursing faculty and staff to make certain we provide continued excellent quality education for those who are aspiring to be registered nurses – a desperate need in our region and throughout the state. We at Luzerne County Community College are fulfilling our mission.</p>	
<p>Treasurer's Report</p>	<p>No report.</p>	

Foundation Report

Rebecca Brominski, Executive Director, Institutional Advancement/Foundation, expressed on behalf of the students served at Luzerne County Community College, a sincere thanks was extended to President Leary, Board of Trustees, and to the President's Leadership Team for supporting the annual scholarship donor dinner. 385 guests attended and 150 were student scholarship recipients and their families. Mrs. Brominski was proud to report we surpassed their goals of \$75,000 thanks to the generosity of our many supporters. Following the dinner, the Foundation Office received several inquiries from guests who may be interested in starting a scholarship fund.

During the Foundation's 27 years of existence, more than 5,000 students have been assisted, totaling over \$3.75 million in scholarships and student assistance funds. To date, for the 2019-2020 academic year, the Foundation assisted 360 students in the amount of \$315,000 in scholarships and student assistance funds.

The 30th Annual Craft Festival was held on Saturday, October 19, 2019. Over 2,000 visitors attended the festival. Proceeds from the event will benefit the Alumni Association Legacy Scholarship. The event raised \$5,000. World War II Never Forget Art Exhibit opens Friday, November 1st from 6 p.m. to 8 p.m. The exhibit will feature a private collection of George R. Shadie and Alex T. Shadie.

President Leary commended Mrs. Brominski and Foundation staff for their work.

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
6. Executive Committee Report		
	6. Board Chair Distasio stated there were no action items to present at this time.	6. No action required.
7. Academic Committee Report		
	7. Dr. Bernard Graham, Ph.D., Chair, Academic Committee, noted there were no action items to present.	7. No action required.
8. Finance Committee Report		
<p>8A. Summary of Payments</p> <p>8B. Bid #490 – Automotive Alignment System</p> <p>8C. Student Success Center Project</p>	<p>8. Barry H. Williams, J.D., C.P.A. Chair, Finance Committee, presented the following report.</p> <p>8A. Dr. Barry Williams, Committee Chair recommended the Luzerne County Community College Board of Trustees approve the summary of payments presented in the meeting materials.</p> <p>8B. Committee Chair Williams recommended the Luzerne County Community College Board of Trustees approve the award of Bid # 490 for Automotive Alignment System to Jack Williams Tire Co. Inc. in the amount of \$25,906.30.</p> <p>8C. Committee Chair Williams recommended the Luzerne County Community College Board of Trustees approve the Student Success Center project to move forward in the estimated amount of \$650,000 plus architectural fees in the amount of 6.99% of the final construction cost, plus a contingency (which may or may not be fully utilized) in the amount of 8% of the estimated construction cost.</p>	<p>8A. Approved. Motion made by Erin K. Keating, Ed.D.; seconded by Paul Halesy.</p> <p>Vote was all “yes”. Motion carried.</p> <p>8B. Approved. Motion made by David James Usavage.; seconded by Joan M. Blewitt, Ph.D.</p> <p>Vote was all “yes”. Motion carried.</p> <p>8C. Approved. Motion made by Erin K. Keating, Ed.D.; seconded by Bernard Graham, Ph.D..</p> <p>Vote was all “yes”. Motion carried.</p>

AGENDA ITEM	NOTES	ACTION TAKEN/FOLLOW UP ACTION NEEDED
9. Human Resources Committee Report		
9. Approval of Base Salary Increment	9. Paul Halesey, Chair, Human Resources Committee, moved to amend the employment contract between Luzerne County Community College and the College President to increase the current annual base salary by 9% being reflective of the 3% increase per year from the time the President's salary was frozen without any retroactive payments. Change to the base salary shall be effective as of October 22, 2019 and shall be paid in accordance with the College's payroll practices.	9. Approved. Motion made by David James Usavage; seconded by Margaret Steele. Vote was all "yes". Motion approved.
10. Legislative, Economic and Public Affairs Committee Report		
	10. Catherine R. O'Donnell, Esq., Chair, Legislative, Economic and Public Affairs Committee, noted there was no report to present at this time.	10. No action required.
	Informational Items	
1. Unfinished Business-Previous Meeting	1. Board Chair Distasio stated there was no unfinished business.	1. N/A
2. Informational-Executive Committee	2. Board Chair Distasio noted a Board picture was taken prior to the start of the work session.	2. N/A
3. Informational- Human Resources Committee	3. Committee Chair Paul Halesey stated the Information on appointments and Leave reports are included with the Board agenda.	3. N/A
4. Communications	4. Board Chair Distasio noted communications are included within the Board packet.	4. N/A
5. Adjournment	5. Board Chair Distasio asked for a motion to adjourn.	5. Motion made by James Dennis; seconded by Joan M. Blewitt, Ph.D.. Vote was all "yes". Motion carried.