



## HARRISBURG AREA COMMUNITY COLLEGE

Vol. No. 37  
Date 9/7/99

### MINUTES

#### I. CALL TO ORDER BY CHAIRPERSON

Ms. Redmond called the meeting to order at 12:04 p.m.

##### **Trustees**

Velma A. Redmond, Chair, Presiding  
Ronald C. Brown  
Terry L. Burrows  
Daniel P. Delaney  
Charles E. Graves  
Margarita M. Kearns  
Rosemary T. McAvoy  
Sara N. Prioleau  
Donald E. Schell  
James I. Scheiner  
Michael J. Schofield  
Patricia A. Vance

##### **Cabinet**

Edna V. Baehre, President  
Larry Adams  
Cynthia L. Duffy  
Anthony J. Filippelli  
Lawrence E. Grulick  
George A. Franklin  
Michael B. Klunk  
Timothy J. Neher  
Nancy Rockey

##### **Solicitor**

Liz Maguschak

##### **Staff Presentations**

John Ford  
Catherine Lencioni

##### **Visitors**

Charles Peguese  
Emeric DeLuca, Faculty Council

#### II. ROLL CALL AND RECOGNITION OF VISITORS - None

#### III. PRESENTATIONS BY INDIVIDUALS FROM THE COLLEGE AND COMMUNITY - None

#### IV. PRESENTATIONS

John Ford, Dean of Mathematics, Science and Allied Health, outlined the development of the new Weekend College schedule, a project conceptualized last fall. Mr. Ford chaired a committee

that considered six different options before selecting its preferred model, which will feature courses offered in a 15-week format requiring attendance one day a week, or an eight-week format in which students will attend class on Friday and Saturday or Saturday and Sunday. Courses will begin in January, and will be taught by full-time faculty or long-term adjunct faculty members who have volunteered for the weekend assignments.

Mr. Ford noted that students who will benefit most from the Weekend College schedule include shift workers who cannot enroll in regular daytime or evening classes, parents who cannot arrange child care on weekdays, and people with other work-week commitments that prevent them from attending weekday classes.

Other features that will benefit students and the College include:

- the ease of combining courses with video and on-line courses so that students may pursue degrees full-time;
- the ability to identify weekend enrollment as a specific part of term, which will enable administrators to track the needs of Weekend College students and adjust services and programs as necessary.

#### **V. OLD BUSINESS**

None

#### **VI. MINUTES: 3 August 1999**

The minutes of the August 3, 1999 Board of Trustees meeting were approved

Moved: Donald E. Schell  
Seconded: Patricia A. Vance

Motion carried

#### **VII. RECOMMENDATIONS/REPORTS FROM THE BOARD OF TRUSTEES**

None

#### **VIII. RECOMMENDATIONS/REPORTS/COMMENTS FROM THE CHAIR**

None

#### **IX. RECOMMENDATIONS/REPORTS/COMMENTS FROM THE PRESIDENT**

Dr. Baehre extended to the Board an invitation to the 10<sup>th</sup> anniversary celebration at the Lancaster Campus on October 1, 1999.

**X. PERSONNEL**

**Personnel Recommendations**

**Res. 37.19**

Upon the recommendation of the President, the Board of Trustees approved the Personnel Recommendations submitted through the Personnel Committee, as specified by resolution.

Moved: James I. Scheiner  
Seconded: Daniel P. Delaney

Motion carried

**Harassment Policy**

**Res. 37.20**

Upon the recommendation of the President, the Board of Trustees approved the Harassment Policy submitted through the Personnel Committee, as specified by resolution.

Moved: Sara N. Prioleau  
Seconded: Donald E. Schell

Motion carried

**XI. TREASURER'S REPORT**

**Mr. Brown**

**Summary of Reports of Revenues and Expenditures**

**Res. 37.32**

The Board of Trustees, upon the recommendation of the President, approved the Summary of Revenues and Expenditures for the period ending June 30, 1999.

**XII. COLLEGE FACILITIES**

None

**XIII. BUSINESS AND FINANCE**

**Dr. Baehre**

**A. PURCHASE OF HOPE COLOR PRINT PROCESSOR**

**Res. 37.21**

Upon the recommendation of the President, the Board of Trustees approved the purchase of a Hope color print processor for the Humanities Department from Hirtech, Inc. for the low bid of \$10,649.00, as specified by resolution.

Moved: Donald E. Schell  
Seconded: Charles E. Graves

Motion carried

**B. BILLBOARD REVENUE PROPOSAL**

**Res. 37.22**

Upon the recommendation of the President, the Board of Trustees approved the

acceptance of the billboard revenue proposal submitted by U.S. Outdoor in the amount of \$916,000 contingent upon legal review, as specified by resolution.

Moved: Donald E. Schell  
Seconded: Patricia A. Vance Motion carried

**C. PRINTING OF LANCASTER SPRING 1999-00 CREDIT COURSE SCHEDULES**

**Res. 37.23**

Upon the recommendation of the President, the Board of Trustees approved the printing of Lancaster's Spring 1999-00 credit course schedules from Press Enterprise for the low bid of \$13,950.00, as specified by resolution.

Moved: Ronald C. Brown  
Seconded: Sara N. Prioleau Motion carried

**XIV. GIFTS**

**Dr. Baehre**

**A. SCHOLARSHIPS**

**Res. 37.24**

Upon the recommendation of the President, the Board of Trustees accepted the scholarships, as specified by resolution.

Moved: Michael J. Schofield  
Seconded: Donald E. Schell Motion carried

**B. GIFTS IN-KIND**

None

**XV. GRANTS**

**Acceptance of Pennsylvania Department of Education Funds**

**Res. 37.25**

Upon the recommendation of the President, the Board of Trustees accepted the following grant, as specified by resolution.

**Bureau of Vocational-Technical Education Grant**

**Dates: July 1, 1999 – June 30, 2000**

**Funding: \$366,480**

Moved: James I. Scheiner  
Seconded: Michael J. Schofield Motion carried

**XVI. ACADEMIC AFFAIRS**

**Dr. Baehre**

**A. ADVISORY COMMITTEES**

**Res. 37.26**

Upon the recommendation of the President, the Board of Trustees approved appointments to the advisory committees for the Lebanon Campus, the Lancaster Campus, the General Motors Automotive Service Educational Program, Vocational Education Programs for the Disadvantaged, Multi-Cultural Affairs, programs in Police Science, Accounting, Business Management, Marketing Management, Early Childhood Education, Respiratory Care, Act 101, Associate Degree Nursing, Practical Nursing, Dental Hygiene, Mechanical Engineering Technology, and career programs for Legal Assistant and Medical Laboratory Technician, as specified by resolution.

Moved: Rosemary T. McAvoy

Seconded: Donald E. Schell

Motion carried

**B. MUSIC TECHNOLOGY AND MARKETING  
DIPLOMA PROGRAM**

**Res. 37.27**

Upon the recommendation of the President, the Board of Trustees approved the Music Technology and Marketing Diploma Program curriculum, as specified by resolution.

Moved: Sara N. Prioleau

Seconded: Daniel P. Delaney

Motion carried

**XVII. STUDENT SERVICES**

None

**Dr. Baehre**

**XVIII. ADJOURNMENT**

The Board of Trustees meeting scheduled for **Tuesday, October 5, 1999** will be held in Blocker Hall, room 105.

**XIX. EXECUTIVE SESSION**

**XX. OTHER BUSINESS**

**Res. 37.33**

The Board reconvened following Executive Session to approve the following resolution:

This Board delegates authority to the Human Resources Committee to hire, upon recommendation of the President, an Executive Assistant to the President.

Moved: Terry L. Burrows

Seconded: Sara N. Prioleau

Motion carried

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