HARRISBURG AREA COMMUNITY COLLEGE

MINUTES

I. CALL TO ORDER BY CHAIRPERSON

Present

Trustees
Thomas C. Herweg, Chair, Presiding
Daniel P. Delaney
A. William Heinz
Rosemary T. McAvoy
Sara N. Prioleau
Velma A. Redmond
Robert L. Rubendall
James I. Scheiner
Michael Schofield
Mark A. Whitmoyer

Cabinet
Edna V. Baehre, President
Maida A. Connor
Cynthia L. Duffy
Michael B. Klunk
Timothy J. Neher
Beverly J. Spoerl
Tony Filippelli

Staff Presentations

Visitors
Woodrow Sites, Lancaster Advisory Board
Elizabeth Dougherty, Esq., Solicitor
Jim McGrew
Patricia Rottmund, Vice President, Faculty Organization
Fawn Grimes, President, Classified Employee Organization
Joe Marsicano, President, Student Government Association

II. ROLL CALL AND RECOGNITION OF VISITORS
III. PRESENTATIONS

Dr. Larry Adams, Dean of Information Technology and Distance Learning, provided an audio and visual demonstration of the many aspects of technology. Dr. Baehre left the Board Room and she was then viewed by the Board of Trustees on the monitor while speaking from outside the Board room. He stressed that this was not a direct link, but it was actually coming from the Internet and could be viewed by anyone who was viewing HACC’s web page at that moment. Dr. Adams noted this is the way of the future and there are many possibilities for this kind of integration of technology. In HACC’s near future students will be able to register through the computer telephone lines.

IV. PRESENTATIONS BY INDIVIDUALS FROM THE COLLEGE AND COMMUNITY - None

V. OLD BUSINESS – None

VI. MINUTES

The minutes of the April 7, 1998 Board of Trustees meeting was approved.

Moved: A. William Heinz
Seconded: Michael J. Schofield
Motion carried

VII. BOARD OF TRUSTEES REPORTS/COMMENTS

The Board went into Executive Session at 12:30 p.m. to discuss a legal issue. The Board meeting reconvened at 12:50 p.m.

VIII. RECOMMENDATIONS/COMMENTS FROM THE CHAIR

A. HONORARY DEGREE – MARY SACHS

The Board of Trustees, upon the recommendation of the Chair, authorized the President to confer the Honorary Degree of Doctor of Public Service, Posthumously, to Mary Sachs at Commencement on May 16, 1998, as specified by resolution.

Moved: Robert L. Rubendall
Seconded: Daniel P. Delaney
Motion carried
B. AFFIRMATION OF COMMUNITY COLLEGE MISSION

Res. 35.136

The Board of Trustees, upon the recommendation of the President, approved the Affirmation of Community College Mission, as specified by resolution.

Moved: A. William Heinz
Seconded: Michael J. Schofield  Motion carried

The above two resolutions, 35.135 and 35.136, are attached to these minutes.

IX. RECOMMENDATIONS/COMMENTS FROM THE PRESIDENT

A. College and Other Events

1. May 8 – Staff Recognition Dinner – 4:30 p.m. Cooper Student Center
2. May 13 – Delegate Body meeting to elect trustees – 7:00 p.m., B113
3. May 15 – Honors Convocation – 7 P.M., Cooper Student Center
4. May 16 – Commencement – 9 A.M. Robing; 9:15 A.M. Pictures, Board Room
5. May 22 – Beginning of College 4-Day Work Week; Offices Open M-Th 7:30 a.m. – 5:30 p.m.

X. PERSONNEL

Ms. Redmond

The Board of Trustees, upon the recommendation of the President, approved the Personnel Recommendations submitted through the Human Resources Committee, as specified by resolution.

A. Personnel Recommendations  Res. 35.120

Appointments/Change in Assignment and Salary/Retirement

B. Reappointment of Administrators for the
   1998-99 Fiscal Year  Res. 35. 121

The Board of Trustees, upon the recommendation of the President, approved the reappointment of administrators for the 1998-99 fiscal year, as specified by resolution.

C. Fall/Spring/Summer Overload/Per Credit Rate for
   Full- and Part-time Faculty  Res. 35.122

The Board of Trustees, upon the recommendation of the President, approved an increase in the fall/spring/summer per credit part-time and overload pay rate for faculty from $660 to $680 effective with the beginning of Fall Semester, 1998, as specified by resolution.
D. **Leave of Absence and Childcare Leave**

The Board of Trustees, upon the recommendation of the President, approved a paid leave of absence, up to the limit of available sick leave, for medical disability and childcare for Maureen Cuff, Education Specialist, Dislocated Worker Program, pending reappointment July 1, 1998, and contingent upon grant funding, as specified by resolution.

E. **Emeritus Status for Employees**

The Board of Trustees, upon the recommendation of the President, approved the status of “Employee Emeritus” for employees who have given meritorious service to the College, as specified by resolution.

Moved: Velma A. Redmond
Seconded: Sara N. Prioleau
Motion carried

The above five resolutions 35.120, 35.121, 35.122, 35.123 and 35.124 were approved with one motion.

F. **Information**

1. Reappointments/Change in Assignment/Resignations/Terminations (I-14)
2. Listing of Permanent and Part-time Faculty for 1998 Spring Semester (I-15)

XI. **TREASURER'S REPORT**

**Summary of Reports of Revenues and Expenditures**

The Board of Trustees, upon the recommendation of the President, approved the Summary of Revenues and Expenditures for the month ended March 31, 1998 submitted through the treasurer, as specified by resolution.

Moved: A. William Heinz
Seconded: Sara N. Prioleau
Motion carried

XII. **COLLEGE FACILITIES**

**GETTYSBURG EXPANSION**

The Board of Trustees, upon the recommendation of the President, approved the Gettysburg Expansion, as specified by resolution.

Moved: A. William Heinz
Seconded: Michael J. Schofield
Motion carried
A copy of this resolution is attached to these minutes.

XIII. BUSINESS AND FINANCE

Dr. Bachre

A. FY 1998-99 BUDGET FOR NONCREDIT OPERATIONS

Res. 35.127

The Board of Trustees, upon the recommendation of the President, approved the Fiscal Year 1998-99 Budget for Noncredit Operations, as specified by resolution.

B. AUTHORIZED SIGNATURES FOR WITHDRAWAL OF FUNDS

Res. 35.128

The Board of Trustees, upon the recommendation of the President, approved that any two individuals holding the offices listed as of May 5, 1998 may act as authorized signers for the withdrawal of funds, except at least one signer must be a member of the Board of Trustees, as specified by resolution.

C. AUTHORIZED SIGNATURES FOR WITHDRAWAL OF FUNDS – MELLON BANK

Res. 35.129

The Board of Trustees, upon the recommendation of the President, approved that any two individuals holding the offices listed as of May 5, 1998 may act as authorized signers for the withdrawal of funds from Mellon Bank, except at least one signer must be a member of the Board of Trustees, as specified by resolution.

D. SIGNATURES FOR GRANTS AND CONTRACTS

Res. 35.130

The Board of Trustees, upon the recommendation of the President, approved the signatures for grants and contracts, as specified by resolution.

E. APPOINTMENT OF BOND COUNSEL

Res. 35.131

The Board of Trustees, upon the recommendation of the President, approved the engagement of Obermayer Rebmann Maxwell & Hippel, LLP to serve as bond counsel in connection with issuance of SPSBA bonds, as specified by resolution.

Moved: Michael J. Schofield
Seconded: Daniel P. Delaney

Motion carried

The above five resolutions 35.127, 35.128, 35.129, 35.130, and 35.131 were approved with one motion.
XIV. GIFTS

A. GIFTS - SCHOLARSHIPS

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

B. GIFTS – IN-KIND

The Board of Trustees, upon the recommendation of the President accepted the gifts in-kind, as specified by resolution.

Moved: Sara N. Prioleau
Seconded: Velma A. Redmond

Motion carried

The above two resolutions, 35.132 and 35.133, were approved with one motion.

XV. GRANTS - None

XVI. ACADEMIC AFFAIRS

A. METALWORKING TECHNOLOGY
DIPLOMA PROGRAM

The Board of Trustees, upon the recommendation of the President, approved the Metalworking Technology Diploma program, as specified by resolution.

This program was lodged at the April 7, 1998 Board of Trustees meeting.

B. INDUSTRIAL MAINTENANCE TECHNOLOGY
DIPLOMA PROGRAM

The Board of Trustees, upon the recommendation of the President, approved the Industrial Maintenance Technology Diploma Program, as specified by resolution.

This program was lodged at the April 7, 1998 Board of Trustees meeting.

Moved: Daniel P. Delaney
Seconded: A. William Heinz

Motion carried

The above two resolutions, 35.134 and 35.135 were approved with one motion.

XVII. STUDENT SERVICES

Dr. Bachre
XVIII. ADJOURNMENT

The Board of Trustees meeting scheduled for Tuesday, June 2, 1998 will be held in Blocker Hall, room 105.

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