



## HARRISBURG AREA COMMUNITY COLLEGE

Vol. No. 43  
Date 11/1/05

### Trustees

Ronald C. Brown  
Terry L. Burrows  
Daniel P. Delaney  
S. Frank Fritsch  
Charles E. Graves  
Christopher Gulotta  
John S. Jordan  
Margarita M. Kearns  
Harlon L. Robinson  
Timothy L. Sandoe  
Jeffrey A. Shaffer  
Toni H. Sharp  
Mark A. Whitmoyer

### Cabinet

Dr. Baehre  
Maida Connor  
Ralph I. Dyer  
Patrick Early  
George A. Franklin  
Michael B. Klunk  
Meredith E. Tulli  
Jennifer Weaver  
Ronald R. Young

### Visitors

David Keller, Solicitor  
Sandy Box, CEO  
Bob McLean, Faculty Council  
Dr. Subrina Smith-Taylor  
Mary Hoffman

### **I. CALL TO ORDER BY CHAIRPERSON**

Mr. Brown called the meeting to order at 12:02 p.m.

### **II. ROLL CALL AND RECOGNITION OF VISITORS**

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

### **IV. PRESENTATIONS: "Field of Dreams"**

Mary Ann Van Arsdale, Director, Institute for Entrepreneurial Studies

Ms. van Arsdale outlined the work of HACC's Institute for Entrepreneurial Studies as it assists Central Pennsylvania residents in starting their own businesses. In 18 months the Institute has established itself as a "one stop" center for entrepreneurs to draw on a variety of resources, including assistance from the Small Business Administration, SCORE (the Service Corps of Retired Executives) and Murata Business Center. The Institute receives some 880 calls a month and meets a wide range of needs, from answers to basic questions about starting a business to consultation services or referral to local banks for start-up funding. The Institute's

“Women On The Move” program provides women entrepreneurs with a variety of resources for planning, financing and marketing new business ventures. This year more than 500 women participated in “Women On The Move.”

**V. OLD BUSINESS -- None**

**VI. MINUTES: 4 October 2005**

It is recommended by the President that the Board approve the minutes of the above noted regular meeting.

Moved: Harlon L. Robinson  
Seconded: Mark A. Whitmoyer

Motion carried

**VII. RECOMMENDATIONS/REPORTS FROM THE BOARD OF TRUSTEES -- None**

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

Mr. Brown read a letter of thanks from Benjamin Olewine for the recent tribute held in his honor. Mr. Olewine’s interest and support for the College had been largely responsible for the success of HACC’s culinary institute, Mr. Brown said. Dr. Baehre added that the Public Relations staff was instrumental in arranging for the publication of a recent Patriot-News feature article about Mr. Olewine, who is known throughout the region as a generous philanthropist supporting many institutions and causes.

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

Dr. Baehre informed the trustees of her recent election to the Middle States Commission on Higher Education and appointment to two other educational commissions. Governor Rendell appointed her to the Governor’s Commission on College and Career Success. Dr. Baehre will also serve on the Dauphin County Committee for the 21st Century and Job Creation, along with Vice President Nancy Rockey.

She also reported that spring registration had begun the day before the Board meeting and was already 10% ahead of spring 2005 registration for the first day, with 5,019 students registered so far.

**X. PERSONNEL**

**Mr. Robinson**

**A. Personnel Recommendations**

**1. Appointments/Changes in Assignment and Salary**

**(Res. 43.36)**

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

Moved: Harlon L. Robinson  
Seconded: Daniel P. Delaney

Motion carried

**B. Information**

**1. Appointments/Reappointments/Separations (I-3)**

**XI. TREASURER'S REPORT Mr. Burrows**

**Monthly Report of Revenues and Expenditures --September 30, 2005 (Res. 43.37)**

Upon the recommendation of the President, the Board of Trustees approved the Monthly Financial Report for the month ended September 30, 2005.

Moved: Terry L. Burrows  
Seconded: John S. Jordan Motion carried

**XII. COLLEGE FACILITIES None**

**XIII. BUSINESS AND FINANCE Mr. Burrows**

**A. PURCHASE OF REPLACEMENT SEATING FOR BLACK BOX THEATRE (Res. 43.38)**

Upon the recommendation of the President, the Board of Trustees approved the purchase of replacement seating for the Black Box Theatre located in the Rose Lehrman Arts Center with C. M. Eichenlaub for the low bid of \$89,490.00, as specified by resolution.

Moved: Terry L. Burrows  
Seconded: Harlon L. Robinson Motion carried

**B. SELECT SERVICES OF A COLLECTION AGENCY FOR STUDENT ACCOUNTS (Res. 43.39)**

Upon the recommendation of the President, the Board of Trustees approved the selection to replace a collection agency for student loan debt for best responsive bid from American Collection Systems, Inc., as specified by resolution.

Moved: Terry L. Burrows  
Seconded: Charles E. Graves Motion carried

**XIV. GIFTS Mr. Burrows**

**A. SCHOLARSHIPS (Res. 43.40)**

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

Moved: Terry L. Burrows  
Seconded: Harlon L. Robinson Motion carried

**XV. GRANTS**

**Mr. Burrows**

**A. ACCEPTANCE OF PENNSYLVANIA HIGHER EDUCATION ASSISTANCE AGENCY WORKFORCE ADVANCEMENT GRANT FOR EDUCATION (Res. 43.41)**

Upon the recommendation of the President, the Board of Trustees accepted a Workforce Advancement Grant for Education (WAGE) in the amount of \$225,571, from the Pennsylvania Higher Education Assistance Agency (PHEAA), as specified by resolution.

Moved: Terry L. Burrows

Seconded: John S. Jordan

Motion carried

**XVI. ACADEMIC AFFAIRS**

**Mr. Whitmoyer**

**LODGE: BAKING AND PASTRY ARTS CERTIFICIATE (L-1)**

**LODGE: TRANSMISSION AND DISTRIBUTION TECHNOLOGY (L-2)**

**XVII. STUDENT SERVICES**

**None**

**XVIII. EXECUTIVE SESSION**

The trustees entered Executive Session at 12:35 p.m. for the purpose of discussing a real estate matter. At 1:15 p.m. Executive Session concluded and the meeting was adjourned with no further action.

**XVIII. ADJOURNMENT**

The Board of Trustees meeting scheduled for **December 6, 2005**, will be held in Blocker Hall, room 106.