



HARRISBURG AREA COMMUNITY COLLEGE

Vol. No. 42
Date 11/2/04

Trustees

Daniel P. Delaney
S. Frank Fritsch
Charles E. Graves
Christopher Gulotta
John S. Jordan
Margarita M. Kearns
Harlon L. Robinson
Donald E. Schell
Toni H. Sharp
Patricia H. Vance
Mark A. Whitmoyer

Cabinet

Edna V. Baehre
Patrick Early
John Ford
David Morrison
Nancy M. Rockey
Meredith Tulli
Ronald Young

Visitors

David Keller, Solicitor
Mark Borger
Kathleen Brickner
Jim Fox
Diane Watkins

I. CALL TO ORDER BY CHAIRPERSON

Mr. Brown called the meeting to order at 12:00.

II. ROLL CALL AND RECOGNITION OF VISITORS

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

IV. PRESENTATIONS: "WEDNet PA"

Nancy Rockey, Vice President of College and Community Development
Jim Fox, Dean of Workforce Development, Continuing Education and Public Safety
Mark Borger, Executive Director of Workforce Development
Diane Watkins, WEDNet/E-Learning Coordinator

Ms. Watkins and Messrs Borger and Fox outlined the services the College provides to businesses throughout Pennsylvania through the WEDnet program. In the five years since HACC received state approval as a WEDnet partner, the College has become the second highest grantor of WEDnet training dollars to businesses. Only the State System of Higher Education provides more WEDnet training.

Nearly all of the training the College provides is on-site, and the trainers are industry experts. WEDnet's flexibility to suit businesses' individual needs is among its great strengths. Training focuses on basic skills for entry level positions or higher-level technology training. Employers may receive reimbursement of up to \$450 per employee, per year, for basic skills and up to \$700 per employee, per year, for technology skills. Part of the program's appeal for employers is its ability to

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provide training around the clock, to reach employees on all shifts. The greatest demand has been for basic skills training in workplace health and safety, computer skills, business operations, and manufacturing fundamentals. Most technology training programs have focused on applied manufacturing, network administration, computer programming, and website design and support.

V. OLD BUSINESS -- None

VI. MINUTES: 5 October 2004

As recommended by the President, the Board approved the minutes of the above noted regular meeting.

Moved: Donald E. Schell

Seconded: Harlon L. Robinson

Motion carried

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

VIII. RECOMMENDATIONS/REPORTS/COMMENTS FROM THE CHAIR

Mr. Brown reported that he received a letter from Rep. John Perzel, Speak of the House of Representatives of Pennsylvania, congratulating HACC on its 40th anniversary.

IX. RECOMMENDATIONS/REPORTS/COMMENTS FROM THE PRESIDENT

Dr. Baehre reported that enrollment headcount for the fall exceeded the same period last year by nearly 8% College-wide, with a total of 16,109 students enrolled as of November 1. Full-time enrollment was up more than 11% and part-time more than 9%. Students of ethnic and racial minorities account for 17% of the student body, up from 15% last year.

Spring term registration had a quick start, with more than 4,600 registrations processed on the first day.

Pennsylvania's community colleges are continuing to press for capital funding from the state with a public affairs campaign focusing on financial needs for 2005-06, Dr. Baehre reported. She said Sen. James Rhoades, Senate Education Chair, would introduce legislation to propose changes in community college governance, capital funding, and audit processes. While it is likely the legislation will die at the end of the session, it will have alerted the legislators to the seriousness of the colleges' position.

Dr. Baehre announced that the College was recognized by the National Organization of Black Law Enforcement Executives, which awarded the College its first Community Service Award. She also shared with the trustees a thank-you letter from Alicia Bowman, student recipient of the Board of Trustees Scholarship.

X. PERSONNEL

Mr. Robinson

A. Personnel Recommendations

1. Appointments/Changes in Assignment and Salary

(Res. 42.47)

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

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B. Information

1. Appointments/Reappointments/Separations (I-4)

XI. TREASURER'S REPORT Mr. Burrows

Monthly Report of Revenues and Expenditures -- September 30, 2004 (Res. 42.48)

Upon the recommendation of the President, the Board of Trustees approved the Monthly Financial Report for the month ended September 30, 2004.

Moved: Mark A. Whitmoyer
Seconded: Charles E. Graves Motion carried

XII. COLLEGE FACILITIES Mr. Schell

A. RESTORATION OF TERRAZZO FLOORS AT THE HARRISBURG CAMPUS (Res. 42.49)

Upon the recommendation of the President, the Board of Trustees approved the contract for restoration of Terrazzo floors at the Harrisburg Campus with MEF Commercial Services for the low bid of \$99,743.75, as specified by resolution.

B. CONTRACT FOR LANCASTER CAMPUS PARKING LOT LIGHTING UPGRADE (Res. 42.50)

Upon the recommendation of the President, the Board of Trustees approved the contract for Lancaster Campus parking lot lighting upgrade with Clark Mechanical Services, Inc., for the low bid of \$90,120.00, as specified by resolution.

Moved: Donald E. Schell
Seconded: Christopher Gulotta Motion carried

The Board approved the above two resolutions, Res. 42.49 and Res. 42.50, with a single motion.

XIII. BUSINESS AND FINANCE Mr. Burrows

A. CONTRACT FOR INSTALLATION OF AUDIO/VISUAL EQUIPMENT AT THE HARRISBURG CAMPUS (Res. 42.51)

Upon the recommendation of the President, the Board of Trustees approved the contract for installation of audio/visual equipment at the Harrisburg Campus with Custom Fit, Inc., for the low bid of \$52,075.00, as specified by resolution.

Moved: Mark A. Whitmoyer
Seconded: Charles E. Graves Motion carried

B. PURCHASE OF TWO (2) CD/DVD DUPLICATORS (Res. 42.52)

Upon the recommendation of the President, the Board of Trustees approved the purchase of two (2) CD/DVD duplicators from CDW-G for the low bid of \$13,120.00, as specified by resolution.

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C. PURCHASE OF CISCO EQUIPMENT FOR NETWORK UPGRADES AT THE HARRISBURG AND GETTYSBURG CAMPUSES (Res. 42.53)

Upon the recommendation of the President, the Board of Trustees approved the purchase of Cisco equipment for network upgrades at the Harrisburg and Gettysburg Campuses from NEC Unified Solutions, Inc., for the low bid of \$73,845.56, as specified by resolution.

D. FIVE-YEAR CONTRACT FOR LONG DISTANCE TELEPHONE SERVICE (Res. 42.54)

Upon the recommendation of the President, the Board of Trustees approved the five-year contract for long distance telephone service with D & E Communications for the low bid of \$1,697.43/month, as specified by resolution.

The Board approved the above three resolutions, Res. 42.52, Res. 42.53, and Res. 42.54, with a single motion.

Moved: Mark A. Whitmoyer
Seconded: Marsha M Davis
Abstained: Toni H. Sharp (Res. 42.54)

Motion carried

E. PURCHASE OF JOHN DEERE EQUIPMENT FOR GETTYSBURG CAMPUS FACILITIES MANAGEMENT DEPARTMENT (Res. 42.55)

Upon the recommendation of the President, the Board of Trustees approved the purchase of John Deere equipment for the Gettysburg Campus Facilities Management Department from Clugston AG & Turf, Inc., for the amount of \$15,202.77, as specified by resolution.

F. PURCHASE OF FALORNI GLASS FURNACE FOR BLOWING AND CASTING CLASSES (Res. 42.56)

Upon the recommendation of the President, the Board of Trustees approved the purchase of a Falorni glass furnace for blowing and casting classes from Argent Enterprises, Inc., for the amount of \$35,200.00, as specified by resolution.

G. PURCHASE OF AMBULANCE SIMULATOR FOR PARAMEDIC PROGRAM (Res. 42.57)

Upon the recommendation of the President, the Board of Trustees approved the purchase of an ambulance simulator for the Paramedic program from Rescue Safety Products for the amount of \$22,000.00, as specified by resolution.

Moved: Mark A. Whitmoyer
Seconded: Marsha M Davis

Motion carried

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XIV. GIFTS

Mr. Burrows

A. SCHOLARSHIPS

(Res. 42.58)

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

Moved: Mark A. Whitmoyer
Seconded: Donald E. Schell

Motion carried

XV. GRANTS

None

XVI. ACADEMIC AFFAIRS

Mr. Whitmoyer

A. ADVISORY COMMITTEES

(Res. 42.59)

Upon the recommendation of the President, the Board of Trustees approved appointments and reappointments to College advisory committees as specified by resolution.

Moved: Mark A. Whitmoyer
Seconded: Toni H. Sharp

Motion carried

XVII. STUDENT SERVICES

None

XIV. ADJOURNMENT

The Board of Trustees meeting scheduled for **Tuesday, December 7, 2004**, will be held in Room 204 of Cooper Student Center.