HACC, CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE
Board of Trustees Meeting
December 6, 2011

Trustees Present
Frank A. Conte
Daniel P. Delaney
Randy E. Eckels
Deep C. Gupta
Sally S. Klein
Loren H. Kroh
William M. Murray
Hector R. Ortiz
Charles R. Peguese
Robert J. Phillips
Thomas B. Richey
Nailah I. Rogers
Timothy L. Sandoe
Jeffrey A. Shaffer
Vicki R. Shannon
Toni H. Sharp
Peter C. Wambach
Mark A. Whitmoyer

Cabinet
Dr. John J. "Ski" Sygielski
Ronald Young
Dr. Larry Adams
Dr. Kathleen Kramer
Dr. L. Marshal Washigton
George Franklin
Shannon Harvey
David Morrison
Jean Treuthart
Meredith Tulli

Guests
David R. Keller, Solicitor
Bonny Ellis
Sherry Eslinger
Maureen Hoepfer
Greg Kuhn
Edward Lanza
Varsha Mehta
Linda Mussoline, CEO
Ken Phelps
Gretchen Ramsey
Pam Saylor
Shellie Smith
John Stark
Mata Stroup
Ralph Vartan
Pamela Watkins, Faculty

Roll Call and Recognition of Visitors: The Board of Trustees met at the C. Ted Lick Wildwood Conference Center following the annual joint meeting of the Board of Trustees and HACC Foundation Board of Directors. Mr. Sandoe called the meeting to order at 1:20 p.m. and acknowledged that a quorum was present.

Discussion and Action on Any Committee Report Items Removed From Consent Agenda: None

Approval of Consent Agenda:

Moved: William M. Murray
Seconded: Charles R. Peguese
Motion carried

Recommendations/Reports From The Board of Trustees: None

Recommendations/Reports From The Chair: None

President's Report: Dr. Ski reported that the College had received a donation of $250,000.00 from Frank Dixon.

Executive Session: At 1:22 p.m. the Board retired to executive session to discuss litigation, real estate, and a personnel matter, moved by Ms. Sharp, seconded by Mr. Gupta. At 2:28 p.m. the Board returned from executive session, moved by Mr. Peguese, seconded by Mr. Wambach, and took the following unanimous actions:

Res. 49.52 – Approval of President's Goals

BE IT RESOLVED THAT THE BOARD OF TRUSTEES

Approve the President's Goals for 2012 as recommended by the Human Resources Committee:

GOAL 1: Understand the College (10 points)

Spend the first six months to a year meeting with internal and external constituents and reading appropriate primary and secondary documentation to better understand the College, ensuring future institutional decisions are well-informed.

GOAL 2: Student Success – Enrollment and Retention (15 points)

Create an enrollment management plan in concert with the national community college completion agenda that will result in targets for enrollment and completion, including College in the high school and the Virtual Campus metrics. Present the plan to the Board of Trustees (BOT) at the March (2012) Board meeting.

GOAL 2: Organizational Excellence (30 points)

a. Evaluate Information Technology Services and present recommendations to BOT at March (2012) Board meeting.
b. Review all small business development-related activities, realign those programs (if necessary) and initiate programming for the Alex Grass Institute for Business Leadership by April (2012) Board meeting.
c. Evaluate how effectively the College attracts, hires and promotes diverse members of our community and report on its effectiveness. Prepare to present a continuous improvement plan for review by the BOT at the May (2012) Board meeting.
d. Evaluate the workforce development and non-credit programming and present realignment plans to BOT by the May (2012) Board meeting
e. Review College organizational structure to ensure it supports an efficient and effective environment for student and employee success and present to the BOT at June (2012) meeting.
f. Evaluate Human Resource Department functionality and present recommendations to BOT by June (2012) Board meeting.

GOAL 3: Financial Sustainability (ongoing accountability) (35 points)

a. Review current debt service and real estate holdings to better understand leverage for future acquisitions, if necessary, by February (2012) Board meeting.
b. Determine and utilize financial ratios to manage College operations beginning at the February (2012) BOT meeting. These could include liquid funds and savings indicators, debt and revenue ratios and program service expenses. Comparisons will be made between Pennsylvania community colleges, aspirational colleges and HACC.
c. Ensure that the College adheres to a balanced budget by reporting cost containment activities - quarterly – beginning at the March (2012) BOT meeting.
d. Ensure that the facilities master plan is aligned with the College's 2011 approved strategic plan by the April (2012) BOT meeting.

GOAL 4: College Advancement (10 points)

Work with the Foundation Board to develop a Foundation strategic plan for approval by the BOT at its March (2012) Board meeting.

Moved: Sally S. Klein
Seconded: Mark A. Whitmoyer
Motion carried

Res. 49.53 -- Offer to Purchase York Real Estate

BE IT RESOLVED THAT THE BOARD OF TRUSTEES

Offer to purchase the Leader Building for a price of $14,450,000.00, with the seller's agreement to donate $100,000.00 to the College in five annual installments of $20,000.00 and with settlement to take place before March 31, 2014, subject to the securing of appropriate financing.

Moved: Mark A. Whitmoyer
Seconded: Charles R. Peguese
Motion carried

Taking no further action, the Board adjourned at 2:30 p.m.