

HACC, CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE
Board of Trustees Meeting
February 7, 2012

Trustees Present

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

Absent

Randy E. Eckels
Deep C. Gupta (on leave)

Cabinet

Dr. John J. "Ski" Sygielski
Ronald Young
Dr. Larry Adams
Dr. L. Marshall Washigton
Cheryl Batdorf
Sheila Ciotti
Shannon Harvey
Nancy Rockey
Pam Saylor
Jean Treuthart
Tammy Witkowski

Guests

David R. Keller, Solicitor
James Grandon
Linda Mussoline, CEO
Pamela Watkins, Faculty
Barbara Hutchinson
Linda Buckwalter
Pauline Chow
Susan Cooper-Nguyen
Melissa Dietrich
Jason Rosenberry
Mata Stroup
Robert Wagner
Qiquan Wang

Roll Call and Recognition of Visitors: Mr. Sandoe called the meeting to order and acknowledged that a quorum was present. Dr. Ski introduced faculty and staff guests Linda Buckwalter, Pauline Chow, Melissa Dietrich, Susan Cooper-Nguyen, Jason Rosenberry, Robert Wagner, Qiquan Wang, and Pam Watkins, who would be recognized during the staff presentation for their participation in the Apple iTunes U "Cobalt" project to offer college courses on-line.

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

Approval of Consent Agenda:

Moved: Thomas B. Richey
Seconded: Toni H. Sharp
Motion carried

Mr. Wambach asked whether the College had explored the possibility of obtaining grants to help pay for the firetruck whose purchase the Board had approved. Ms. Rockey explained that over the course of a year, the administration had researched all possible sources of funding, including donations, grants and the HACC Foundation endowment to finally achieve the price that had been recommended for the Board's approval. Mr. Conte noted that although the state offers many grants to fire companies for such equipment, those grants are not available to colleges for similar purchases.

Staff Presentation: “HACC on iTunes U” The Forefront of Virtual Course Delivery,” by Dr. Larry J. Adams, vice president, Virtual Campus, and Qiquan Wang, director, instructional technology-training.

Introducing Dr. Adams and Mr. Wang, Dr. Ski said the College community was “delighted to stand on the shoulders of our faculty.” Dr. Adams noted that the faculty members who took part in the confidential Apple Cobalt project worked on their own time, on holidays, weekends and at night, with assistance from two key staff members, Mr. Wang and Ms. Dietrich. Major universities, he said, had large production teams, along with large budgets, to devote to such projects. He called HACC’s successful involvement a testament to the hard work of HACC personnel. HACC was the only community college Apple had invited to participate in the project. The other participants were the Massachusetts Institute of Technology, Yale, Duke, Stanford, and the Open University of the United Kingdom, Dr. Ski read a congratulatory letter from US Senator Pat Toomey, who said HACC’s accomplishment was “a tremendous source of pride for Pennsylvania.” Mr. Wang shared a brief history of the project, and praised the faculty members’ unquestioning enthusiasm when they were first approached with the offer to participate. The team members overcame repeated challenges, including Apple’s four updates to the project software, each time assured the update would not disrupt the work they had already done, but each time finding that the changes required a complete reorganization of the course presentation materials they had created. The courses, now available free as noncredit offerings on iTunes U, were Intermediate Algebra by Ms. Watkins, Principles of Mathematics by Ms. Buckwalter, Trigonometry by Mr. Rosenberry, Statistics by Ms. Cooper-Nguyen, Differential Equations by Ms. Chow, and Astronomy by Mr. Wagner. Mr. Wang noted that the on-line interface the HACC faculty members had created for their courses was more complete and informative than those of the other schools. Many students who were taking the courses on-line had commented favorably. Ms. Watkins praised Mr. Wang for his leadership in the project. Mr. Sandoe and Dr. Ski awarded a HACC “Standing Ovation” certificate to each member of the team. Mr. Sandoe commended their “exceptional devotion to excellence . . . personal investment and passion,” qualities, he said, that have come to be expected of HACC.

Board Education Topic: “Financial Impact of Recent and Potential Facilities Purchases and Construction” by Ms. Hutchinson, HACC controller.

Ms Hutchinson presented in the absence of George Franklin, Jr., vice president of finance and college resources, who was unable to attend due to illness. She provided a five-year outline of the College’s assets and liabilities, and also compared HACC’s financial position ratios, including its current debt ratio, to those of the 13 other Pennsylvania community colleges, indicating that in both instances HACC’s ratios fell within the high-to-low range of the other schools. Since fiscal year 2006-07, HACC’s revenue had increased primarily due to enrollment growth of nearly 36%, tuition rate increase of 36% for sponsored students and 18% for nonsponsored students, including students from out of state. Financial aid funding had increased beginning in 2010, when HACC began participating in the Federal Direct Loan Program, replacing the Stafford loans that had been administered by third-party financial institutions and the Pennsylvania Higher Education Assistance Agency (PHEAA). Increases in expenses were due to Direct Loan Program disbursements, rising salaries and benefits, and new staffing. Salaries had increased 47%, benefits and payroll taxes increased 68%, and health care alone had risen 92%. Ms. Hutchinson noted that the College was looking for better ways to control costs. She outlined financial details of the recent purchase of the Lancaster and York campuses and related property purchases, and the planned construction of the Cooper Student Center connector building. She indicated that future financial analysis would include reviews of additional ratios to improve the ongoing assessment of the College’s financial health.

Recommendations/Reports From The Board of Trustees: Ms. Sharp reported that the Nominating Committee had recommended a candidate to the Delegate Body for election to the

vacant seat on the Board of Trustees and that the results of the voting would be forthcoming soon.

Dr. Ortiz reported on his attendance at three recent Association of Community College Trustees events. Dr. Ski added that Dr. Ortiz's involvement in ACCT, had helped HACC establish a relationship that previously had not existed with "Inside Higher Ed," which would soon include a feature on the College, and with other similar publications.

Recommendations/Reports From The Chair: Mr. Sandoe requested a correction to the minutes of the December 22 special Board of Trustees meeting, with revisions to Res. 49.54 – Purchase of York Real Estate, which now would read:

BE IT RESOLVED THAT THE BOARD OF TRUSTEES

Instruct the College's attorney and real estate agent to complete the purchase of the Leader Building for a price of \$14,450,000.00, to include payment of lease through 2012, with the seller's agreement to donate \$100,000.00 to the College in five annual installments of \$20,000.00 beginning in 2013, and with settlement to take place by December 31, 2012. Additionally, the seller agrees to credit the 3% monthly escalator back to purchaser at settlement.

Moved: Hector R. Ortiz
 Seconded: Mark A. Whitmoyer
 Motion carried

Mr. Sandoe and Ms. Sharp thanked Dr. Ski for his accomplishments over the first six months of his presidency, and Mr. Sandoe particularly cited Dr. Ski's effectiveness in learning, gathering analyzing information and in finding "the best possible solution to delivering education to the community."

President's Report: Dr. Ski thanked staff members Pam Saylor, Sheila Ciotti, Lisa Sanford, Linda Whipple, and Tammy Witkowski for their assistance in taking interim leadership roles, respectively, in marketing and public relations, strategic planning administration, human resources and organizational development, the HACC Foundation and college and community development, and information technology services. He also thanked Security Director Paul Morin and the Security staff for their response in securing the Harrisburg Campus when a shooting took place nearby at the Farm Show Complex. Dr. Ski reported on the work of the College's Efficiency Task Force, which was charged with "tweaking" the College's organization from both a financial and organizational standpoint. Dr. Ski also reported that enrollment for the spring term had declined 3.6% from the prior spring, adding that the York and Virtual campuses had experienced modest increases. He also reported on his attendance, along with Trustees Ortiz and Peguese, at the ACCT National Legislative Summit in Washington, DC.

Page		
	Consent Agenda	
	Review and Approval of Previous Minutes	Chair
72	Personnel Recommendations/Appointments/Retirement	Mr. Delaney
1-6	Personnel Information Items	Mr. Delaney
73	College Policy 864: Tuition Aid for Employees and Their Dependents Taking HACC Courses	Mr. Delaney
74	Report of Revenues and Expenditures – January 31, 2012	Mr. Delaney
75	Contract for a Student Queuing System at the Harrisburg Campus	Mr. Conte
76	Five (5) Year Contract for a Bookstore Operations System at All	Mr. Conte

	Campuses	
77	Three (3) Year Contract for General Office Supplies at All Campuses	Mr. Conte
78	Gifts – Scholarships	Mr. Conte
79	Gift-in-Kind Donation from Jack Handshaw	Mr. Conte
80	Gift-in-Kind Donation from Erin Brown	Mr. Conte
81	Gift-in-Kind Donation from River Bottom Pottery	Mr. Conte
82	Gift-in-Kind Donation from Rejoice, Inc.	Mr. Conte
83	Gift-in-Kind Donation from Team Chevrolet	Mr. Conte
84	Communication Program	Ms. Sharp
85	Honors Studies	Ms. Sharp
86	College Policy 008: One College Philosophy	Dr. Ski