

HACC, CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE
Board of Trustees Meeting
March 6, 2012

Trustees Present

Frank A. Conte
Daniel P. Delaney
Randy E. Eckels (phone)
Sally S. Klein
Loren H. Kroh
Charles R. Peguese
Robert J. Phillips
Thomas B. Richey (phone)
Nailah I. Rogers
Timothy L. Sandoe
Jeffrey A. Shaffer (phone)
Vicki R. Shannon
Toni H. Sharp (phone)
Ty D. Strohl
Peter C. Wambach
Mark A. Whitmoyer

Absent

William M. Murray
Deep C. Gupta (on leave)
Hector R. Ortiz

Cabinet

Dr. John J. "Ski" Sygielski
Ronald Young
Dr. Larry Adams
Dr. Cynthia Doherty
Dr. Kathleen Kramer
Dr. Robert Steinmetz
Dr. L. Marshall Washigton
Sheila Ciotti
Shannon Harvey
Lisa Sanford
Pam Saylor
Linda Whipple
Tammy Witkowski

Guests

David R. Keller, Solicitor
Linda Mussoline, CEO
Pamela Watkins, Faculty (phone)
Bryelle StClair, SGA
Thomas Fogarty
Barbara Hutchinson

Roll Call and Recognition of Visitors: Mr. Sandoe called the meeting to order and acknowledged that a quorum was present. He introduced new Trustee Ty D. Strohl, attending his first meeting since being elected to fill the vacancy created by the retirement of Donald E. Schell from the Board.

Discussion and Action on Any Committee Report Items Removed From Consent Agenda:

Mr. Wambach moved, seconded by Mr. Delaney, and motion carried, to remove Res. 49.73, College Policy 864: Tuition Aid for Employees and Their Dependents Taking HACC Courses, from the agenda for discussion. Mr. Wambach suggested that the policy be revised to require employees who receive tuition aid to repay the money if they leave College employment within a specified period of time. Mr. Delaney recommended that a revised policy be reviewed through the shared governance process.

Approval of Consent Agenda:

Moved: Charles R. Peguese
Seconded: Frank A. Conte
Motion carried

Board Education Topic: "An Enhanced Enrollment Management Plan to Serve our Students and Community." Dr. Ski outlined the results of a broad and detailed initiative to employ more and increasingly relevant data in determining what services are in greatest demand and most needed by HACC students. He thanked Dr. Rob Steinmetz, vice president for student services and enrollment management, for leading the thorough review and restructuring of enrollment planning and enrollment processes. An intensive process mapping exercise had revealed some 150 areas where processes could be improved or streamlined for better service to students and, in many cases, cost savings to the College.

Dr. Steinmetz cited reduction of the College's bad debt as one goal of the new enrollment plan. Although it amounts to less than 2% of annual tuition, the current level of bad debt totaled about \$1 million a year, he said, and was attributable to some 700 to 775 students. Changes in enrollment practices were expected to reduce the annual loss by 30%. Dr. Ski also thanked Dr. Cynthia Doherty, dean of academic affairs administration and interim vice president of the Harrisburg Campus, for her assistance with the enrollment plan. Dr. Ski noted that the new enrollment management plan would also support the completion agenda, a nationwide priority. He said Pennsylvania's community colleges would be leaders in that effort.

Mr. Delaney asked about the prospect of promoting HACC in the high schools, to encourage high-achieving students to apply. Dr. Ski noted that each of the campuses was working with its local high schools through the College in the High School program, and that the College's recruiters were promoting it. Although Pennsylvania's community colleges stress such programs, he said, the state budget had eliminated some of the programs' funding. Mr. Delaney asked about the possibility of providing these courses virtually for high school students. Virtual Campus Vice President Dr. Larry Adams said that is the goal of a new agreement between HACC and the Franklin Virtual Academy, based in Chambersburg, which he expects will become a model for other school districts in the state.

Recommendations/Reports From The Board of Trustees: None

Recommendations/Reports From The Chair: Mr. Sandoe announced that due to the unavailability of George Franklin, who was attending a funeral, the Board would table action to adopt Res. 49.86, a resolution of commendation in his name. Mr. Franklin had recently retired as HACC's vice president of finance and College resources.

President's Report: Dr. Ski introduced Res. Res. 49.87 College Policy 008: One College Philosophy

Moved: Daniel P. Delaney
Seconded: Charles R. Peguese
Motion carried

Dr. Ski reported that the College had conducted a review of its institutional technology systems, including a "health check" of the Banner computer system that involved input from 45 employees and analysis by outside consultants. He thanked Interim Director of Information Technology Tammy Witkowski for her leadership in assembling a team to study the system and identify issues to be addressed. He also reviewed several goals of a new strategic plan for the HACC Foundation that would be addressed in more detail after the arrival of incoming Vice President for College Advancement Dr. Linnie S. Carter. One prominent feature of the plan would be greater involvement and celebration of HACC alumni, he said. A recent alumni event that was well attended signaled an optimistic start to implementation of the Alumni Affairs Office's own new strategic plan.

Dr. Ski asked the Trustees to join him in thanking two staff members who had served in interim capacities during the national search for the vice president of institutional advancement: Linda Whipple, interim director of the HACC Foundation, and Pamilla Saylor, interim director of marketing and public relations. He presented flowers to Ms. Whipple and Ms. Saylor.

Dr. Ski also provided the following updates:

- To date, seven of the College's sponsoring school districts had adopted resolutions to support recommending legislative amendment of Pennsylvania's Community College Act, to enable adoption of a more beneficial sponsorship arrangement with the school districts.
- The College had received, from Dauphin County, a grant of \$250,000 in proceeds from the gaming industries.

He called on campus vice presidents for the following:

- From Gettysburg Campus Interim Vice President Shannon Harvey, announcement of the opening of the Motoman robotics training facility in Chambersburg and the signing of a memorandum of understanding with Gettysburg High School to offer an early college academy program of classes and workshops for high school students.
- From Lancaster Campus Vice President Dr. Marshall Washington for a brief report on two recent initiatives: a dual enrollment agreement with the Thaddeus Stevens College of Technology for students in the heating, ventilation and air conditioning program, and an agreement enabling uninsured or under-insured students in the health careers programs to receive physicals through the Lancaster Regional Medical Center.
- From Lebanon Campus Vice President Dr. Kathleen Kramer, an update on the Art Committee's project to showcase works by students and artists from the Lebanon community.

At 1:00 p.m., the Board entered Executive Session, moved by Mr. Wambach, seconded by Mr. Conte, to discuss a personnel matter. At 1:50 p.m. the Board left Executive Session and, taking no action, adjourned.