

HACC, CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE
Board of Trustees Meeting
October 1, 2013

Trustees Present

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

Excused

Frank A. Conte

Cabinet

Dr. John J. "Ski" Sygielski
Dr. Linnie S. Carter
Dr. Cynthia A. Doherty
Dr. Suzanne E. O'Hop
Dr. Robert Steinmetz
John Eberly
Shannon Harvey
Dennis Heinle
Robert Messner
Jean Treuthart
Michael Walsh

Guests

David R. Keller, Solicitor
Michael Bowden, APO
Katie Margolis, Faculty
Linda Mussoline, CEO
Curtis Aumiller
Jason Beaudin
Jonathan DeYoung
Matthew B. Harris

Roll Call and Recognition of Visitors: Mr. Sandoe called the meeting to order at noon and noted that a quorum was present.

Staff Presentation "Books Today and in HACC's Future" – Jason Beaudin, Assistant Professor of English; Jonathan DeYoung, Associate Professor of English; Matthew B. Harris, Department Chair, Math and Computer Science. Dr. O'Hop introduced Mr. Beaudin and Mr. Harris, who provided an overview of a new initiative that enabled HACC faculty members to voluntarily create digital portfolios for use in their annual faculty evaluations. Based on the Apple iOS operating system (iOS), the portfolios were formatted as iBooks that could contain material in any format, from documents and charts to audio and video files. Portfolios could be completely self-contained on an iPad if the creators chose, but the software also provided sufficient flexibility to incorporate links to Web sites so that applicable material could be referenced on the Internet. Mr. Beaudin noted that the portfolios showed the faculty members' personalities more effectively than was possible with conventional evaluation instruments. Mr. Harris said the portfolios were useful for assessment purposes because they could be uploaded directly into the new TK20 software that the College had begun using to assess student learning.

Dr. Ski introduced Mr. DeYoung, who discussed two works that he published since his 2008 sabbatical, one in traditional book format that was also available as an e-book, and the other a grammar reference published electronically as an iBook. Dr. Ski displayed on his iPhone Mr. DeYoung's "iGrammar" book, a convenient resource that Dr. Ski said he regularly uses. Mr. DeYoung, who teaches creative writing and encourages his students to publish, thanked the College for supporting his sabbatical, which included his participation in an Association of Writers and Writing Programs writers' retreat in Colorado. There he had an opportunity to talk at length with editors and agents in advance of publishing his book "Every Day is Father's Day," an "upbeat collection of short stories" about fatherhood. He said it was a privilege for an English teacher to have an opportunity to practice what he teaches.

Recommendations/Reports From The Chair: Commenting on the Middle States Commission team's September visit to the College, Mr. Sandoe expressed the Board's thanks to all HACC employees whose nine months of hard work had resulted in lifting two of the three accreditation warnings. In response to a question from Mr. Delaney about next steps, Dr. Ski explained that in order to remove the remaining warning, HACC would be required to show that assessment was an integral part of general education programs. The College was already conducting such assessment, he said, and would need to provide the necessary documentation to the Commission by March 1, 2014. One more site visit by an accreditation team would follow, and the last warning would be lifted once the Commission was satisfied with its findings. Mr. Sandoe thanked Trustees Richey, Rogers, Sharp and Wambach for their participation in interviews with the Middle States team. Mr. Wambach said that hearing the accreditation team's repeated praises in the report of its site visit made him especially proud to be associated with the College.

Executive Session: At 12:32 a.m. the Board adjourned to Executive Session to discuss a personnel matter.

Moved: Thomas B. Richey
Seconded: Peter C. Wambach
Motion carried

At 1:15 p.m. the Board returned from Executive Session and took the following action:

Res. 51.15: Approval of Two Personnel Recommendations:

Be it resolved that the Board adopt both recommendations of the Human Resources Committee as discussed.

Moved: Thomas B. Richey
Seconded: Deep C. Gupta
Motion carried

Board Education Topic: "York Master Plan" –Jean M. Treuthart, Vice President, York Campus

Ms. Treuthart presented a summary of the key points in the York Campus's third master plan, covering 2013 to 2016. The plan was based on a large-scale survey conducted from February to May 2013, and included input from students, faculty, staff and employers, as well as recent data compiled by the local Workforce Investment Board. More than 500 students participated in the survey, which helped to identify growing needs for services including increased parking at the campus and child care. A campus committee would be established to investigate possible means of meeting childcare needs; however it was noted that child care would not be provided on the campus, which was not zoned for such use. Survey results also recommended support for Rabbit Transit's interest in establishing a transportation transfer station at the Campus. Based on survey results, the College was studying programmatic issues including:

- Fill rates for classes, to determine when sections should be added or cancelled
- Whether wait lists should be developed for programs with the greatest demand
- How sequencing of courses could be enhanced to assist students in completing programs at the campus

The campus would soon begin a part-time, daytime nursing program and would also open a welding lab to provide training to meet a "critical need" identified by major York County employers. The College would also explore the feasibility of starting a mortuary science program at York. Ms. Treuthart noted that a \$200 million plan by Lancaster information technology firm United Fiber and Data to construct a 300-mile fiber optic line from New York to Virginia would include opening of a data center at York that was expected to generate 80 to 90 technology jobs. Meetings between College representatives and

company officials were planned for the purpose of developing a community college credential that would meet the industry's needs for a local workforce.

Approval of Consent Agenda:

Moved: Mark A. Whitmoyer
 Seconded: Thomas B. Richey
 Motion carried

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

Recommendations/Reports From The President: Dr. Ski echoed Mr. Sandoe's congratulations and gratitude to the HACC employees whose work enabled the College to satisfy two of the Middle States Commission's three requirements for lifting the accreditation warning.

Dr. Ski also announced that:

- The Delegate Body would meet in October
- He and Mr. Eberly would met with the Harrisburg City Council on Oct. 7 to finalize matters involving the deed to the C. Ted Lick Wildwood Conference Center
- Interviews were being held with four finalists for the provost and vice president of academic affairs position
- The Hawks women's volleyball team had ended its season with a record of 10-1

Recommendations/Reports From The Board of Trustees: Mr. Richey congratulated the organizers of the Frank J. Dixon Tournament for Scholarships on a "much more vibrant" event that had greater participation, including more corporate teams, and raised more money than in the past.

Adjournment: At 1:32 p.m. having no further business, the Board adjourned.

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	Consent Agenda	
	Review and Approval of Previous Minutes	Chair
1	Personnel Recommendations	Mr. Delaney
2	Recommendation for Discipline Seniority Accrual – 2012-13	
3	Transitional Retirement of Faculty – Yvonne J. Milspaw	
I-1	Personnel Information Items	Mr. Delaney
4	Report of College Operating Revenues and Expenditures – July 31, 2013	Mr. Conte
5	Report of College Operating Revenues and Expenditures – August 31, 2013	Mr. Conte
6	Single Prime Contract for Exterior Envelope Repairs of the Goodling Building at the York Campus	Mr. Conte
7	Single Prime Contract for Renovations to the Select Medical Health Education Pavilion Nursing Lab at the Harrisburg Campus	Mr. Conte
8	Single Prime Contract for The Installation of Underground Fiber Optic Cable Ring Between Four (4) Buildings at the York Campus	Mr. Conte
9	Purchase One (1) Netapp Disk Shelf and Storage Media for Central Administration	Mr. Conte

10	Purchase One (1) Cisco Ethernet Fiber Module for Central Administration	Mr. Conte
11	Purchase Two (2) Cisco Catalyst Switches for the Ted Lick Central Administration Building	Mr. Conte
12	Purchase Two (2) Cisco Wireless Controllers and Associated Licenses for the Lancaster and York Campuses	Mr. Conte
13	Course Fees	Mr. Conte
14	Gifts-Scholarships	Mr. Conte