

HACC, CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE
Board of Trustees Meeting
June 7, 2011

Trustees Present

Daniel P. Delaney
Deep C. Gupta
Sally S. Klein
William M. Murray
Hector R. Ortiz
Charles R. Peguese
Robert J. Phillips
Thomas B. Richey
Nailiah I. Rogers
Donald E. Schell
Jeffrey A. Shaffer
Toni H. Sharp
Peter C. Wambach
Mark A. Whitmoyer

Absent

Frank A. Conte
Randy E. Eckels
Loren H. Kroh
Timothy L. Sandoe
Vicki R. Shannon

Cabinet

Ronald Young
Dr. Larry Adams
Dr. Cynthia Doherty
Dr. Kathleen Kramer
Dr. Rob Seinmetz
Dr. L. Marshal Washigton
Patrick Early
George A. Franklin, Jr.
David Morrison
Nancy Rockey
Jean Treuthart
Meredith Tulli

Guests

Cheryl Batdorf
Denis Delongchamp
Heidi Devlin
Jim Diehm
Frank Dixon
James Garraway
Darryl Hall
Peggy Lenton
Kay Littman
Ken Phelps
Lori Swoyer
Pat Verdon
Pam Watkins
Joan Weaver
Earl Wolff

Roll Call and Recognition of Visitors: Mr. Schell called the meeting to order at the Lebanon Campus and acknowledged that a quorum was present.

Recommendations/Reports From The Board of Trustees: None

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

Approval of Consent Agenda: In reference to **Resolution 48.133, Contract for Event Management and Classroom Scheduling Software At All HACC Campuses**, Dr. Ortiz asked why the bid being recommended was not the lowest bid received. At Mr. Schell's request, Mr. Franklin explained that based on the scoring matrix used to evaluate the bids, the advanced capabilities available in the model chosen were a better fit with the College's requirements than the model offered by the low bidder. Mr. Schell noted that the question had been discussed by Finance Committee prior to the Committee recommending the resolution to the Board.

Dr. Murray then moved for adoption of the Consent Agenda.

Seconded: Daniel P. Delaney
Motion carried

Resolution 48.125: Election of Officers: On behalf of the Nominating Committee, Ms. Sharp introduced the nomination of the following candidates as officers for 2011-2012:

Chair: Timothy L. Sandoe
Vice Chair: Thomas B. Richey
Secretary: Toni H. Sharp
Assistant Secretary: Peter C. Wambach
Treasurer: Frank A. Conte
Assistant Treasurer: Nailah I. Rogers

Mr. Schell called for nominations from the floor and, hearing none, conducted the following vote:

Moved: Toni H. Sharp
Seconded: Peter C. Wambach
Motion carried

Noting that the June meeting was the last to be chaired by Mr. Schell, who would retire from the Board of Trustees at the end of the month, Mr. Richey presented Mr. Schell with a framed copy of his portrait in Trustee regalia as a gift from the College.

President's Report: Interim President Young reported that enrollment for the Summer I term was approximately even with the prior year in headcount and slightly lower in credit hours. The Summer II term was 9% ahead in headcount and 2% ahead in credit hours, with the largest enrollment increases in Lebanon and the Virtual Campus. Fall enrollment, which had recently begun, showed a 1.34% increase over the previous year and would likely be affected by expected tuition increases at the universities of the Pennsylvania State System of Higher Education once the state budget had been passed.

Recommendations/Reports From The Chair: Mr. Schell reported that he had attended a meeting of the Delegate Body Future Funding Plan subcommittee at which a staff member from Senator Jeffrey Piccola's office was also present. Rather than seek to end their school districts' sponsorship obligation entirely, he said, the delegates indicated they would consider seeking a revision to the state Community College Act to set sponsorship at a much lower level of support. That approach would allow about two years for the College to seek sponsorship support from counties or cities. Mr. Schell added that he had contacted Senator Patricia Vance, who said she would try to attend the next subcommittee meeting if the state budget were passed by that time. Mr. Delaney added that everyone involved in the meetings and the exploration of sponsorship alternatives had been "very cooperative." Commenting on his retirement from the Board of Trustees after serving for 13 years, Mr. Schell said, "I enjoyed a tremendous tenure with the Board," and noted it was appropriate that he chair his last meeting in Lebanon, the city of his birth.

Staff Presentation: "College Strategic Plan Update." David J. Morrison, Assistant to the President and Executive Director of Planning and Policy Administration, reviewed the accomplishments achieved under the College Strategic Plan that would end June 30th. He noted that the College was in a more secure position financially than some other schools, thanks largely to HACC having made strengthening College resources a priority among its strategic goals over the past 10 years.

He also provided an update on the status of the next Strategic Plan, which was in development, as the Strategic Planning Committee continued to identify priorities for the next three years. College President-designate Dr. John J. "Ski" Sygielski was already participating in that process and was encouraging the committee to develop three "very bold but simple goals" that any member of the College community could quickly impart in even the briefest conversation. These goals would focus on three areas: academics, communications and collegiality, and facilities and resources. In keeping

with a recommendation from the Middle States Commission during the College's last accreditation review, the new goals would be more measurable than those of past plans. The development and eventual ownership of the goals would also be more inclusive than in the past, Mr. Morison said, a major step for a plan designed to focus on college-wide goals. Dr. Ski would also include the wider community in setting the new goals thorough a series of forums to be held in July in each community served by a HACC campus. "He wants to insure that HACC's vision and the community's vision are in synch," Mr. Morrison said.

Board Education Topic: "Lebanon Campus and Community Overview," Dr. Kathleen R. Kramer, Campus Vice President; Cheryl L. Batdorf, Executive Dean for Academic Affairs; Frank Dixon, D.P.S., Campus Advisory Board Member. Dr. Kramer welcomed the Trustees to the "new and renewed Lebanon Campus," and thanked them for their support of a major renovation to "revitalize" the campus, which was celebrating its 20th anniversary year. She introduced 13 faculty and staff members, including Dr. Heidi Devlin, Assistant Professor of Biology, the campus's first full-time faculty member; Jim Diehm, Adjunct in Education, winner of the Adjunct in Excellence Award; and Darryl Hall, Adjunct in Sociology, the campus's newest faculty member. Dr. Kramer also introduced Dr. Dixon, "the father of the Lebanon Campus." He spoke of Lebanon's history, including its 1982 economic decline from a thriving manufacturing community with unemployment of just 3% to an economically depressed community with 17.5% unemployment in the city and 12% in the county. In 1989 HACC's then-President Dr. Kenneth Woodbury approached the Lebanon Chamber of Commerce, which contacted Dr. Dixon with the idea of starting a community college campus there. Twenty years later, he said, Lebanon County's unemployment rate of 6.1% was the third lowest in the state. More than 80% of high school graduates planned to go on to college. Dr. Woodbury was right, Dr. Dixon said, in predicting that "education will solve the problems of Lebanon County. . . . Lebanon loves HACC."

Mr. Schell recalled the Board of Trustees' discussions, early in his years as a Trustee, about Lebanon's dire financial difficulties. He thanked the Trustees for persevering in their support of the campus and the community. "We saw the future of Lebanon. We knew that things were going to turn around." Mr. Schell congratulated the Lebanon staff and faculty on their accomplishments and on the "great future" ahead of them.

Mr. Delaney read into the record **Resolution 48.137: Expression of Appreciation to Interim President Ronald R. Young.**

BE IT RESOLVED THAT THE BOARD OF TRUSTEES

Approve this Expression of Appreciation to Interim President Ronald R. Young.

WHEREAS Ronald R. Young was asked to assume the Interim Presidency of HACC, Central Pennsylvania's Community College, in August 2010 upon the resignation of Edna V. Baehre after 13 years as HACC's sixth President; and

WHEREAS Mr. Young proved to be ideally suited and prepared for this assignment, having served also as Interim President during Dr. Baehre's sabbatical in 2008, and having served the College in positions of increasing responsibility over a 40-year period beginning in 1971; and

WHEREAS during those four decades of service to HACC, Mr. Young's distinguished spectrum of academic and administrative service included:

- The teaching of entry-level math through statistics and all levels of computer sciences courses, during which time he was frequently called upon to chair various academic audits and faculty committees;

- Service as Dean of Mathematics, Engineering and Technologies, during which numerous program and curriculum enhancements were carried out;
- Project Director of the Banner 2000 Implementation, the College-wide effort to address Y2K issues;
- Further Service as Dean of Business, Engineering and Technologies;
- Service as Provost and Vice President for Academic Affairs and Enrollment Management, with direct responsibility for overseeing HACC's Regional Campus operations; and

WHEREAS Mr. Young brought to his assignment as Interim President a long-standing reputation for modesty, collegiality, good humor, hard work and sound judgment that were the hallmarks of his teaching and administrative career; and

WHEREAS during the College's transitional year Mr. Young helped lay a solid groundwork for the incoming Presidency of Dr. John J. "Ski" Sygielski, serving as a steadfast common denominator between the Board of Trustees, President's Cabinet, College Faculty and Staff, Alumni (of which Mr. Young himself is a member of the HACC Class of 1967), the Pennsylvania Commission for Community Colleges, and the community at large;

THEREFORE be it resolved that The Board of Trustees expresses sincere appreciation to Ronald R. Young, M.S., M. Ed., for his exemplary contributions to the sustained success and well being of HACC, Central Pennsylvania's Community College.

Moved: Daniel P. Delaney
 Seconded: William M. Murray
 Motion carried

Mr. Delaney amended Resolution 48.137 to additionally thank Interim Vice President for Academic Affairs Dr. Cynthia A. Doherty for her excellent work throughout her service in that role.

Speaking on behalf of the Trustees, Mr. Delaney acknowledged Mr. Schell's service to the Board of Trustees and the College, citing his "tremendous example to all of us on how to lead a large and complex institution." Noting that the arrival of a new president would bring big changes to the College, Mr. Delaney said Mr. Schell's "steady leadership" had prepared the College well for the coming transitions.

Mr. Peguese read into the record **Resolution 48.136: Expression of Appreciation to All HACC Faculty and Staff, and the President's Cabinet.**

BE IT RESOLVED THAT THE BOARD OF TRUSTEES

Convey this Expression of Appreciation to all HACC Faculty and Staff, with special acknowledgment of the work of the President's Cabinet.

WHEREAS, during this transition year, the College continued to meet the needs of current students while beginning work in many areas to meet anticipated needs of future students; and

WHEREAS this was accomplished by all HACC employees staying focused on their respective functions and through the leadership of each member of the President's Cabinet, resulting in such

noteworthy achievements as

- Dealing methodically and effectively with state \$3.3 million and local sponsor \$3.5 million revenue cuts, both unprecedented and together an enormous financial challenge;
- Managing a hiring freeze that has moved to a chill whereby only critical (mostly faculty) positions are filled;
- While dealing with the unusual budget items, market salary analysis and scaling occurred, and compression (salary adjustments toward market) was begun, to maintain HACC's competitiveness in hiring;
- Implementing the Leadership Academy with the selection and training of the first-year cohort;
- Seeking feedback from the college community regarding HACC's new organization structure and holding focus group improvement sessions to begin to address areas of concern;
- Supporting faculty in gaining board approval of the new Faculty Constitution that reflects the college's organizational structure;
- Development of a new Alternative Energy program, revision of two other academic programs with green options, while continuing to address programs with low Revenue/Cost ratios;
- Implementation of HACC's new Center for Global Education to expand and enhance study abroad courses and grow HACC's international student population;
- Completion of the task of selecting a new course (learning) management system that will impact just about every student and faculty member at HACC beginning in 2012;
- Setting the goal and starting work toward earning formal state and Middle States approval of campus status for the Virtual Campus;
- Continued raising of critical scholarship dollars at each campus, and launch of the sorely needed expansion and upgrade to the John J. Shumaker Public Safety Center;
- Completion of various capital projects at the campuses and development of the College-wide "master framework" plan for the next five years;
- Completion of a comprehensive College-wide sustainability survey (STARS) to establish baseline data regarding educational programs, facilities, and human and fiscal resources;
- Completion of the current three-year College Strategic Plan and development of the new plan in preparation for Board approval in early fall, among sundry other accomplishments;

THEREFORE be it resolved that the Board of Trustees join with Interim President Ronald R. Young in conveying to all HACC Faculty and Staff, and especially to the President's Cabinet, sincere appreciation for the many noteworthy accomplishments and outstanding services rendered during this important transitional year in the College's distinguished history.

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

Executive Session: At 5:10 p.m. the Board of Trustees entered Executive Session, moved by Dr. Murray, seconded by Mr. Peguese, to discuss a legal matter. The Board returned at 5:30 p.m. and, taking no action, adjourned.

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I-9	Personnel Information Items	Mr. Delaney
129	Report of College Operating Revenues and Expenditures – April 2011	Mr. Conte
130	Single Prime Contract for Renovations to The Goodling Building Classrooms and Computer Labs at the York Campus	Dr. Murray
131	Single Prime Contract for Renovations to the Leader Building Student Services, Nursing Offices and Biology Labs at the York Campus	Dr. Murray
132	Contract for Student Financial Aid Verification Services at Central Administration	Mr. Conte
133	Contract for Event Management and Classroom Scheduling Software at All HACC Campuses	Mr. Conte
134	Two (2) Year Contract for Duplicating Services at All HACC Campuses	Mr. Conte
135	Gifts – Scholarships	Mr. Conte
L-5	Carpentry Technology Diploma Program	Ms. Sharp