Campus Master Planning Update

The campus has made significant progress in preparing the **Harrisburg Campus Master Plan**. Throughout the creation of the master plan, there have been a large number of students, faculty, and staff that have participated in the process through online surveys, in person surveys (Dotmocracy), and focus groups. A special thank you to all who have participated!

The surveys show that the following items are of most importance to our campus community over the next three years:

- Food variety
- Improved fitness center
- Quiet study spaces
- Flexible meeting spaces
- Meal plans
- Upgraded technology in more classrooms
- Renovated student center
- Additional computer lab access

These recommendations, as well as many others, will be included in the campus master plan document. Next steps include identifying specific strategies and the associated costs and timeline to address these recommendations. The final document is to be presented to the Board of Trustees and the campus in February 2015.}}
LAST CALL for the Harrisburg Campus Food Drive

We are working with the Central Pennsylvania Food Bank to collect non-perishable food items from now until December 12, 2014. The items that we collect will be distributed to food pantries, soup kitchens, shelters, and after school feeding programs. The list below includes some of the most needed and highly demanded items for our communities.

Boxes and Barrels are located on the Harrisburg Campus in the following locations:

- Whitaker Hall Lobby
- Cooper Student Center Lobby
- Ted Lick Administration Building Lobby
- North Hall Lobby
- Midtown-1 room 225 - Jamie Eckrode
- Midtown-2 Lobby

<table>
<thead>
<tr>
<th>High Priority Items</th>
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<tbody>
<tr>
<td>Canned Tuna</td>
</tr>
<tr>
<td>Cereal</td>
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<tr>
<td>Macaroni and Cheese</td>
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<tr>
<td>Canned Meats &amp; Stews</td>
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<tr>
<td>Canned Soup</td>
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<tr>
<td>Peanut Butter</td>
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<tr>
<td>Canned Fruits and Vegetables</td>
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<tr>
<td>Packaged Meals</td>
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<tr>
<td>Packaged Pasta and Rice</td>
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<tr>
<td>Canned and Dried Beans</td>
</tr>
<tr>
<td>Pure Fruit and Vegetable Juices</td>
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<tr>
<td>Baby Food, Cereal, and Formula</td>
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</tbody>
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The Harrisburg Campus Administration Team thanks you in advance for your help in feeding the hungry in our community!

Facilities Updates
Several sustainability efforts have been completed during the past year including motion sensor lights in classrooms, water bottle filling stations, and new fuel efficient vehicles have been purchased. In addition, the following additional facility improvements have occurred:

- Door locks have been ordered for all remaining doors that access public areas.
- The East parking lot crosswalks has been moved for pedestrian safety. Previous crosswalks were combined with vehicle entrance and exits.
- A new volleyball court was installed on the west side of Evans gym. The prior court was excavated and reconstructed.
- The Rose Lehrman Arts Center make-up lab was renovated to add additional ventilation, new countertops, new sink, new floor and ceiling, new storage cabinets, and a fresh coat of paint.
- The hoop building (large green curved building behind U-gro) was renovated to serve as winter equipment storage. The building was donated by Engenuity Energy.
- We began renovation of the entrance enhancement project by adding new pavers at the Cooper footbridge and new landscaping both at the Cooper footbridge and the Select Medical sidewalk entrance. The next portion of work will include trees in the parking lots near the Cooper footbridge and Select Medical sidewalk to serve as landmarks for entrances to center campus.
- We began renovation of the Rose Lehrman Arts Center bathrooms, which includes all public bathrooms on the first and second floors. Completion is expected in March or April 2015.
- Finally, we began renovation of the data center and expected completion date is in mid-December. The renovation includes new heating and cooling system, new uninterrupted power source system, new backup generator, and improved server racks and wiring.

Special thanks to all who assisted us in completing these projects!

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Bookstore News

**Employee Computer Purchase Program w/ Payroll Deduction** is now available. Full time Faculty, Administrators, Professionals, and Classified staff, have the ability to purchase laptops, tablets, printers, etc. for personal use. Contact your campus bookstore to learn more.

**Spirit Week** is December 15, 16, & 17. 20% off all imprinted clothing. Show your HACC pride Thursday, December 18. (Dress down with Jeans and HACC Shirt.)

**December Promotion:** Buy 1 Get 2 Free on select 50th Anniversary items. Quantities are limited. Get in early to take advantage of these savings.

Teaching Technology Services

December is a great time to consider how you might want to enhance your face-to-face class with online resources for next semester, or perhaps redesign your online course to make it more interactive, or maybe learn more about Desire2Learn. We can help!

**Teaching Technology Services (TTS)** is available to help HACC faculty successfully integrate instructional solutions into their learning environments.

TTS offers:
- One-on-one faculty consultations
- Course (re)design and development guidance
- Desire2Learn and other Academic Technology training sessions, both onsite (Stabler 106/CITE) and online (via Adobe Connect)

You can register for training sessions at: [http://www.hacc.edu/FacultyandStaffDevelopment/index.cfm](http://www.hacc.edu/FacultyandStaffDevelopment/index.cfm)

Be sure to check out the learning resources available to you in the **Faculty Resource Center (FRC)**. You can access the FRC by logging-in to Desire2Learn. The FRC Homepage offers a list of Popular Resources, including a link to the video “An Introduction to D2L”. This 26-minute video provides an overview to getting started with Desire2Learn.

For additional information, please contact Joseph Mendrzycki, Senior Instructional Technology Specialist at jdmandrz@hacc.edu, 717-780-2591, or Stabler Hall 105.

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Check this out....

**HACC’s 50th Anniversary Video**

With the conclusion of the year-long 50th anniversary celebration fast approaching, you are encouraged to view the 50th anniversary video: [http://youtu.be/RVPfk94QBK0](http://youtu.be/RVPfk94QBK0). The video is 13:52 minutes long and features current and past faculty, staff, and students.
Newest Member of the HACC Board of Trustees:

Niles S. Benn, Esq. of York County is the newest member of the Board of Trustees of HACC, Central Pennsylvania’s Community College. Benn, whose appointment runs through June 30, 2020, previously served as vice chairman of the HACC Foundation Board. Benn was a member of the HACC Foundation Board from September 2009 to October 2014, and served on the investment, executive, allocations and strategic planning committees during his service. Founder of Benn Law Firm in York, Benn is a community activist who has served on the boards of many local healthcare and arts-related organizations, including Holy Spirit Health System and the Hospice and Community Care Engagement Team. A graduate of The Dickinson School of Law, Benn is a member of the American, Pennsylvania and York County Bar associations.}

Baby News

Culinary Arts tenure-track faculty member Chef Autumn Patti delivered her daughter Nina Renee on November 4. Baby Nina weighed in at 8lbs 7oz and was 19 1/2 inches long.

Campus Kudos

Enrollment Services has been successful with the call and no-pay initiatives that assist with managing enrollments. The initiatives have been extremely positive and have had an impact in serving our students.

E2 campus alerts: Sign up for e2Campus, HACC's free, college wide alert system. Be informed quickly when the College has immediate announcements, such as weather-related closings, delays, cancelations or emergencies. Sign up at http://www.e2campus.net/my/hacc/signup.htm.

You can check your status easily by going to this web address: https://www.e2campus.net/my/hacc/index.htm. Login with your credentials and enter your cell phone number to determine if you are registered.
Winter safety tips. BE PREPARED!

Winter will be fast approaching and the safety committee and security department would like to remind you to be prepared for a safe and accident-free winter.

The following list of precautions for your vehicle may help you avoid dangerous winter situations:

- Keep your vehicle winterized especially with proper antifreeze, good wiper blades, good battery, and snow tires or chains
- Keep the gas tank as full as possible
- Carry a winter car kit including matches and candles, first aid kit, shovel, jumper cables, sleeping bag or blankets and even kitty litter for traction
- Keep your cell phone fully charged
- Dress appropriately for the weather conditions and outdoor temperatures

Snow and icy conditions account for many slips and falls during inclement weather.

There are ways to help prevent falls and ensure your safety by following safety tips:

- Plan ahead! Give yourself time to prepare for the weather so you know what to expect.
- Wear proper footwear and anticipate your steps.
- During hours of darkness, wear a bright coat or scarf to be easily seen. During daylight hours wear sunglasses.
- Be aware of black ice and approach with caution. Sun will melt during the day and freezes again at night causing icy conditions. Black ice can be deceiving as it is common to mistake it for a wet surface.
- Place your entire foot on the surface of the ground.
- Walk slowly, hold on to hand railings when walking on steps; secure your feet firmly on each step. There is no need to rush, especially if you plan ahead!
- Be aware of your surroundings when walking in an icy or snowy condition.
- When entering a building, be careful because your shoes may be wet and can cause you to slip or fall.
- Be alert while walking on ice and snow
- Watch for hidden hazard areas like melting ice draining from downspouts onto walking areas, creating an icy walkway, snow covered parking berms and curbs, and ice patches in shaded areas.

REPORT ANY HAZARDS TO SECURITY OR FACILITY DEPARTMENTS
Freedom of Information Act Requests

When you receive telephone inquiries related to Right to Know or Freedom of Information Act requests, please do the following:

Direct the caller to our website: www.hacc.edu
Ask the caller to type in “Right to Know” in the search function to find the Web page about the Right to Know process (Note: This is the direct link to the Web page: http://www.hacc.edu/AboutHACC/Administration/RighttoKnow/index.cfm)
Ask the caller to follow the detailed instructions on the website
Tell the caller that his or her request will be handled when he or she follows the detailed instructions
Do not engage in any conversation beyond this, because it might be used against the College later – especially if you share erroneous information with the caller

When you receive email inquiries related to Right to Know or Freedom of Information Act requests, please do the following:
Forward the email to righttoknow@hacc.edu (this email address is also listed on http://www.hacc.edu/AboutHACC/Administration/RighttoKnow/index.cfm)
Do not respond to the writer

Upon receipt of these telephone and email inquiries, the Office of College Advancement team will handle them and confer with the necessary individuals