

June 16, 2016



Zdravo, sodelavci!
(Slovenian for
Greetings, colleagues!)

There is much news to share in my 57th Ski Gram, including the following:

[More Achievements to Celebrate](#)
[College Names Blue Ribbon Committee To Explore Sustainability](#)
[Sponsor The HACC Foundation's 20th Anniversary Golf Tournament](#)
[Invest. Impact. Inspire. Campaign For HACC Totals](#)
[HACC Earns "Most Promising Place To Work" Award](#)

HACC Students Graduate In Spring 2016

Family, friends and employees celebrated as more than 500 students walked across the stage at HACC's Commencement held Thursday, May 12, 2016, at the Giant Center in Hershey. They were among the more than 1,300 students who completed their associate degrees, certificates or diplomas during the 2016 term.



Prior to the ceremony, graduates shared their appreciation via video messages. The students honored family and HACC employees for their instrumental role in their journey. The videos are available on HACC's [YouTube channel](#).

Student speaker **Brandy Stabley** inspired the audience with her speech as she shared personal obstacles along with life-changing opportunities.

Brandy served on HACC's Alpha Nu Omega chapter of Phi Theta Kappa International Honor Society as a campus liaison, Relay for Life team captain and chapter president. Additionally, she was a senator in the York Campus Student Government Association and worked at the York Campus bookstore. She graduated from HACC's Nursing Program. (See COMMENCEMENT on next page)

Accepting a posthumous degree for Alicia Nicholson are her husband, Rob Nicholson, and daughters Annabell Marlee, left, and Aaliyah Rose, right. Alicia, a medical assisting student, died in a traffic accident in February. I hope the HACC Hawk "graduate" figures that I gave to each girl may help to inspire them to become lifelong learners like their mother.

The Class Of 1966 Celebrates Its 50th Reunion

On Thursday, May 12, 2016, HACC's first graduating class celebrated a milestone. Before the Spring Commencement ceremony, members of the Class of 1966 gathered to celebrate their 50th anniversary. The classmates in attendance were greeted by HACC (See 50TH REUNION on next page)

Members of HACC's Class of 1966 join me for a reception before our Spring Commencement ceremony on Thursday, May 12, 2016. From left, are Dr. Richard Moses, Theodore Keiter, Terry Moser, Nicholas Horvath, Charlotte James, Diane Weigard, Matthew Weir and Catherine Zemba.



Commencement (from page 1)

Also among the graduates were students like [Jeff Aumen of Cleona](#), who received an associate degree in psychology. He attended the Lebanon Campus and plans to continue a degree at Lebanon Valley College.

Photos of our graduates are available on HACC's [Flickr page](#).

50th Reunion (from page 1)

Alumni Council President **Zenoria McMorris-Owens**. I stopped in before the ceremony and was treated to many stories of HACC's early days. "HACC's Golden Class" joined the 2016 graduates for the ceremony, and they were acknowledged as students who possessed a strong dedication to expanding their educational horizons with a strong mission, a focus toward the future and a strong commitment to succeed. The importance of the legacy they left behind is felt by each new student who decides to pursue their studies at HACC.

Even More Achievements To Celebrate



Board of Trustees Chair Tom Richey, at right, and I had the privilege of honoring staff and faculty members at the Employee Recognition Reception on Friday, May 6, 2016. Among them is Liz Dunn, assistant professor and department chair, math and computer science, second from right, a 2016 winner of the National Institute for Staff and Organizational Development (NISOD) Award. With us are Liz's parents, from left, Gordon and Frances "Miki" Dunn. We are proud of all of our NISOD winners, and I hope you will join me in congratulating them: David Liu, professor of sociology and Honors Program co-director; Rebeca Shoener, professor of radiological technology; and Lisa Wolf, associate professor of legal studies.

Please join me in congratulating the Diagnostic Medical Sonography program graduates and their faculty members **Julia Imboden**, associate professor of sonography, and **Sue Gugoff**, sonography instructor. The graduates had a 100 percent pass rate on the national credentialing examination in obstetrics/gynecology (OB/GYN) Sonographic Principles and Abdomen. They will be Registered Diagnostic Medical Sonographers, able to serve our community in diagnostic imaging.

Congratulations also go to the Surgical Technology graduates, who received notification that the program had a 100% pass rate on the National Board Surgical Technology Surgical Assisting (NBSTSA) exam. This is the fifth year in a row that the program has a 100 percent pass rate. Congratulations to the graduates and to **Amy Kennedy**, professor of surgical technology and program director, and all faculty in the program!



Here in person to celebrate virtual education at HACC are Virtual Learning staff and students, from left, Jazmin Simpson, student success manager; Kelley Engle, Ph.D., academic affairs campus dean of Lebanon and Virtual Learning; Amy Withrow, executive director; Matthew Alleman, Virtual Learning Student Advisory Council finance chair; Lamar Holmes, Virtual Learning Student Advisory Council vice chair; Ambrose Neil, future HACC student; Brianna Neil, Virtual Learning Student Advisory Council chair; Kaitlyn Neil, future HACC student; Dwayne Hunt, D.Ed., student affairs campus dean of Lebanon and Virtual Learning; and Stacey Cullen, Virtual Learning Student Advisory Council Communication chair.

Check Out OCA Today

The Office of College Advancement is proud to share "OCA Today," its unit newsletter, with you.

Please go to the Office of College Advancement & HACC Foundation section of myHACC to read the most recent issue of the publication or click on the following link:

https://apps.hacc.edu/hacc_forms/E56hy9/openform.cfm?FID=3462.

College Names Blue Ribbon Committee To Explore Sustainability

I am pleased to announce the formation of a blue ribbon committee. As we all know, the financial pressures facing community colleges across the country are complex. We believe those financial pressures and other related pressures will intensify in the years ahead. At my encouragement and the direction of the HACC Board of Trustees, the committee has been tasked with examining College operations and making recommendations to the trustees that will help sustain HACC into the future.

Recently, I contacted the three leaders of HACC's shared governance employee constituency groups and requested five names from their respective groups. I have selected three names from each group to serve on the committee. The committee members are:

Administrative and Professional Employees:

- **Amy Berrier**, director, classification, compensation, benefits and human resources information systems
- **Sheila Ciotti**, Harrisburg Campus dean of academic affairs
- **Scott Simonds**, Gettysburg Campus dean of student affairs

Classified Employee Organization:

- **Kim Blecher**, administrative office specialist, Academic Affairs, Harrisburg Campus
- **Nakia Eckert**, admissions counselor, Lancaster Campus
- **Juanita Mort**, executive assistant, Office of Information Systems and Technologies

Faculty:

- **Lise-Pauline Barnett**, English Department chair
- **Jay Kirssin**, adjunct instructor, community education programs
- **Maureen Osborne**, professor of counseling, Harrisburg Campus

President's Cabinet Representative:

- **Tim Sandoe**, chief financial officer

The committee will be co-chaired by **Cindy Doherty, Ph.D.**, provost and vice president of academic affairs, and **Ken Shur**, interim dean of enrollment services. The team will begin its work in July 2016 with a March 2017 completion date.

A web page will be created where meeting minutes,



Proudly representing HACC with WGAL reporter Porcha Johnson, left, and Urban Connection publisher Vera Cornish at the YWCA of Greater Harrisburg's Race Against Racism on Saturday, April 30, 2016.

committee members' names and an online form link for questions will be made available. The web page link will be shared with you in August 2016. Thank you!

Two Colleagues Join Finance Office Staff

Please welcome to the Office of Finance **Rodolfo "Rudy" Rameriz** and **William "Bill" Byrnes**. Rudy began his duties as business analyst on Monday, May 16, 2016, after 10 years with AES/PHEAA, most recently as a quality analyst. He is skilled in databases, SQL queries, report development and project management. He brings to HACC enthusiasm, analytical and interpersonal skills and a track record of working cross-functionally. Rudy holds a Bachelor of Science degree in business management from Penn State Harrisburg, where he is pursuing a Master of Business Administration degree. He has done coursework at HACC and resides in metropolitan Harrisburg.

Bill became director of procurement and contracts on Monday, June 13, 2016, after our extensive search for this key position. His work in contract review and negotiation for two Fortune 500 companies prepares him to lead our efforts in vendor relationships as well as contract risk management and negotiations. Bill earned a Bachelor of Arts degree in economics from the State University of New York at Buffalo, and a Master of Business Administration degree from the University of North Carolina at Charlotte. He also attended the United States Naval Academy in Annapolis, Maryland. Please welcome him as he relocates from upstate New York.

Invest. Impact. Inspire. Campaign For HACC Totals



The Invest. Impact. Inspire. Campaign for HACC kicked off in August 2015. For the first year of the campaign, the HACC Foundation has focused on raising funds from HACC's employees, alumni, board members and students. From August 2015 through Friday, May 20, 2016, the HACC Foundation raised

\$849,197 of its \$14-million goal. Of this amount, \$681,066 has been collected in gifts and pledge payments, and \$161,131 remains in unpaid pledges.

For updates, please visit the [HACC Foundation](#) website.

New Online Degree In Wellness And Health Promotion Launches In Fall 2016

Now HACC students can turn their passion for healthy lifestyles into a career.

Students in the Wellness Health Promotion program will:

- Pursue workplace wellness or community health as educational tracks.
- Prepare to complete a professional health coaching certification upon graduation.
- Learn the skills needed to work in healthcare systems, non-profits, corporations and the government.

Learn more about the program at hacc.edu/ProgramsandCourses/Courses-and-Programs-Details.cfm?prn=3610 or contact **Emily Fox**, admissions counselor, at 780-2437 or ejfox@hacc.edu.

Publicize Your Events!

HACC students and employees are more than books and the classroom. When planning events, remember to submit a HACC Communications Hub form for coverage. The form is found under the "Office of College Advancement & HACC Foundation" portal on the home page of myHACC or click on the link: <http://apps.hacc.edu/ocaApps/CommunicationsHub/>



If you really want to feel inspired about educational opportunity at HACC, just talk with our students! Student panelists who spoke at the HACC Foundation Board of Directors' retreat on Tuesday, May 10, 2016, are, from left, Prity Das, Nicole Gallagher, Lindsay Herr, Laura Nolt, Nathan Tasker and Virtual Learning student Matthew Williams.

Anonymous HACC Faculty Member Will Change Lives For Years to Come

In April 2016, a HACC faculty member made two very important decisions. She decided she would accept the early retirement incentive offered by HACC, and she decided she would create a scholarship fund for HACC students.

The anonymous faculty member faithfully served the College for many years as a respected and dedicated colleague. She cared deeply about the College and her discipline. She decided it was time to move on from the College into retirement, but she knew she wanted to ensure her legacy at HACC lasted for decades to come.

She was able to establish a named scholarship fund that will be invested with the HACC Foundation and maintained for many years. The HACC Foundation pledges to spend only the interest of the fund and preserve the principal. The faculty member is pleased that she will reach HACC students for generations and positively affect their lives.

The faculty member informed the HACC Foundation that her gift was "all about the students." We are eternally grateful to our colleague for her generosity – in and out of the classroom.

Please Help HACC Students By Sponsoring The HACC Foundation's 20th Anniversary Golf Tournament

HACC, Central Pennsylvania's Community College, and the HACC Foundation are celebrating the 20th Frank J. Dixon Tournament for Scholarships at HACC.

Here's what one of our students had to say about the support she received because of our generous donors:

"School is very important to me, and being the first in my family to attend college is such a great accomplishment...Knowing that I am so much closer to my dream with the help of this scholarship truly is a blessing. I thank you and my family thanks you." ~ Tina Inabnitt, HACC scholarship recipient (pictured below)



You can help students like Tina by sponsoring our upcoming golf tournament.

On Monday, Sept. 19, 2016, the 20th Frank J. Dixon Tournament for Scholarships at HACC will be held at the Hershey Country Club's West Course.

Thanks to the generosity of event sponsors, since 1996, the golf tournament has raised more than \$1.6 million in scholarship support for more than 3,300 students.

Please consider sponsoring the golf tournament.

- We have a variety of sponsorship levels, including the **team sponsor level at \$2,000**.
- For those who would like to support HACC students but are unable to attend the golf tournament, we have a **non-golfer sponsor level at \$500**. Please note that 100 percent of this sponsorship will go to the HACC Foundation scholarship program.



If you would like to sponsor the golf tournament and join us for a relaxed afternoon of fun and camaraderie, please complete our [online sponsorship commitment form](#).

Please contact us at sponsorships@hacc.edu if you have any questions. Thank you!

Significant Enhancements To The Communications Hub Are In Our Future

The Communications Hub was first used by colleagues in February 2015. Since then, the Office of College Advancement (OCA) has received much feedback and many suggestions on making the current Communications Hub more user-friendly. As a result, the department is making plans to significantly enhance the Communications Hub!

The objectives of the new Communications Hub will be to:
(See COMMUNICATIONS on next page)



Communications (from page 5)

- Streamline and modernize the process
- Rebuild, enhance and clarify the navigation
- Implement a responsive design that will allow for ease of use across different display platforms, including PCs, mobile devices and tablets
- Enhance form features that will allow for easier entry of information and provide improved usability such as:
 - A step-by-step form processing wizard to guide you through the process
 - Robust error checking
 - File management and upload features
 - Tool tips and hints
 - Process completion guidelines and alerts
 - Underlying code and data interfacing that are modernized to increase usability and flexibility

Updates will be provided as development progresses. If you have any questions or need additional information, please submit your comments to let the OCA staff know:

<http://www.hacc.edu/AboutHACC/OCA-Comments.cfm>.

Did You Miss Our First “Last Lectures”?

The Harrisburg Campus and HACC Honors Program celebrated emeriti professors **Yvonne Milspaw, Ph.D.**, and **Trum Simmons** on Thursday, April 21, 2016, during the inaugural presentations in the “Last Lecture” Series. The program was followed by a reception in the Rose Garden with refreshments provided by the Chef’s Apprentice and music by the HACC Student Music Club.



If you missed the program please click on the following link to watch the recap: <http://hacc.adobeconnect.com/p3o9hybi94l/>.

The Harrisburg Campus Last Lecture Series is inspired by the late Carnegie Mellon Professor Randy Pausch’s “*The Last Lecture*.” Each semester two distinguished current or retired HACC faculty members will be chosen to compose a “final talk” on any topic of their choosing. This is a very powerful opportunity for students and the Campus community to learn and experience the passion and enthusiasm our faculty incorporate in their teaching. Information regarding the fall 2016 “Last Lecture” Series will be announced in September.

Reducing Our Carbon Footprint

The Office of Finance is taking positive steps toward reducing its carbon footprint by recycling more paper and reducing the amount of paper consumed each day.



Saving money, paper and energy are Accounts Payable staff members, from left, Namiko LaVine, Dee Gerber, Andree Lauffer and Natalie Troutman.

After consulting with the College auditors, the Accounts Payable Department recently began shredding and recycling invoices, statements, and other office paper shortly after scanning. This has reduced the quantity of stored paper, saving filing space and cartons and helping the offices to look neater.

The College is considering how we can expand this initiative to reduce office waste in other areas. Staff members are also printing more eco-friendly by printing in duplex. Printing on both sides of the paper cuts paper waste in half and saves money.

College Earns Strong Bond Rating, Will Save Money With Bond Issue

HACC's Board of Trustees recently authorized the issuance of up to \$18 million of College Revenue Bonds and the refinancing of \$12,975,000 outstanding capital improvement bonds issued in 2008. The new bonds will be used for the Cooper Student Center renovation project, the Harrisburg Campus west parking lot paving project and upgrades to the York Campus. It is estimated the refinancing will save the College \$583,904.00.

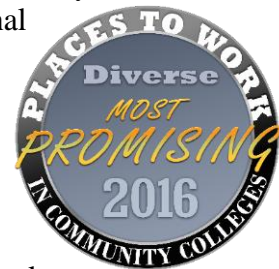


The Lebanon Campus had much to celebrate on Wednesday, May 4, 2016, when we honored students at the Campus' spring Academic Awards Ceremony. Campus Executive Director Laurie Bowersox, at left, joins me to recognize our students, from left, seated, Meghan Hoover, Katie Hovencamp and Stephanie Otero, standing, Angela Fultz, Alex Jonovich, Lindsay Herr, Yesi de la Torre Matos, Brianna Rissinger and Gabriella Everest.

The issuance of this new bond requires HACC to receive a bond rating. I am pleased to announce the College received a strong A- rating from the industry's rating service, Standard and Poor's. This rating measures the financial strength of the College and helps to define the final interest rate assigned to this new bond.

HACC Earns National Workplace Award

I am proud to announce that HACC has been named one of the 2016 *Most Promising Places to Work in Community Colleges*. This designation by the National Institute for Staff and Organizational Development (NISOD) and *Diverse: Issues in Higher Education* is an honor recognizing our College for its commitment to workplace diversity, equitable staffing practices and supportive work environments.



The 2016 *Most Promising Places to Work in Community College* award-winners were recognized at NISOD's International Conference on Teaching and Leadership Excellence in Austin, Texas, during the closing session on Tuesday, May 31, 2016.

Most Promising Places to Work in Community Colleges is part of a collaborative initiative between NISOD and *Diverse*, which consists of a national study conducted by the Center for Higher Education Enterprise (CHEE) at The Ohio State University, under the leadership of Terrell L. Strayhorn, Ph.D. The national study employs a web-based survey approach to elicit information from NISOD member institutions. A multipart, weighted algorithm was used to classify the responding institutions in the final phase of analysis.

Full results from the national study are presented in the May 19th edition of *Diverse* magazine or can be accessed here: <http://diverseeducation.com/>.

Proud HACC students show our College colors while touring the Yuyuan Garden in Shanghai during their recent trip to China. Eleven members of our PSYC209 Life Cycle Development in China class traveled from Thursday, May 12-Sunday, May 22, 2016, with their instructor, Ming Gao, Ph.D., professor of psychology, at left, and Barbara McGraw, emerita assistant professor of English, at right. Their travels also took them to a variety of historic and cultural sites, including Tiananmen Square, the Xi'an Wall, Kunming Lake and the Summer Palace.





Governor Tom Wolf, at center, welcomes members of the Council of Presidents of Pennsylvania's community colleges to the Capitol on Wednesday, May 18, 2016, to discuss funding and other issues in higher education. The meeting was arranged by the Pennsylvania Commission for Community Colleges (PACCC). With us is PACCC Executive Director Elizabeth Bolden, third from left.

How To Handle Freedom Of Information Inquiries

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

1. Direct the caller to our website: www.hacc.edu.
2. Ask the caller to type "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>
3. Ask the caller to follow the detailed instructions on the website.
4. Say that the request will be handled after the caller has followed the detailed instructions.

5. Do not engage in any conversation beyond this, because it might be used against the College later – especially if you inadvertently 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:

1. Forward the email to righttoknow@hacc.edu (this email address is also listed on <http://www.hacc.edu/AboutHACC/Administration/RighttoKnow/index.cfm>).
2. Do not respond to the writer.

Upon receipt of these telephone and email inquiries, the OCA team will handle them and confer with the necessary individuals.

Responding To Requests From The Media

OCA's integrated marketing communications (IMC) team handles all inquiries from media representatives about HACC or the HACC Foundation. Media outlets include (but are not limited to) newspapers, TV stations, radio stations, blogs, media representatives from local, county and state agencies and HACC student newspapers.

If you receive a media inquiry related to the College and/or the HACC Foundation:

1. Take the requestor's contact information and tell them a member of the Office of College Advancement team will follow up with them.
2. Email newsroom@hacc.edu with the information and copy **Linnie S. Carter, Ph.D.**, vice president, College advancement, HACC, and executive director, HACC Foundation, at lscarter@hacc.edu.

Linnie Carter and I are the primary spokespeople for the College. The integrated marketing communications coordinators are also authorized to serve as secondary spokespersons. No one else is authorized to communicate (See **MEDIA REQUESTS** on next page)

Media Requests (from page 8)

with the media about HACC and HACC Foundation business without written authorization from one of these seven individuals.

This process ensures that the flow of information from the College is coordinated and controlled, and it protects the College both in good times and in times of crisis. When a crisis occurs, the media will look for anyone to serve as a source of information. It is important at all times, but especially in a crisis, that you refer the media to the Office of College Advancement if you are contacted directly.

Available For Loan From OCA

OCA has three red tablecloths and three banners with the HACC logo that can be borrowed for HACC-related events. In order to borrow any of these items, please:

1. Submit your request to oca@hacc.edu.
2. Include:
 - The reason for borrowing the items, such as recruitment, science fair, speaking engagement, etc.
 - The date(s) you are requesting to borrow the items
3. Allow five business days to process the request.

OCA will notify you to:

1. Confirm whether the request is approved
2. Confirm if the items available for the period requested
3. Arrange for you to pick up the items from OCA in suite 200 of the Ted Lick Administration Building



Harrisburg Rotarians welcome state Senator Rob Teplitz (R-Dauphin, Perry), second from right, on Monday, May 16, 2016. With us are, at left, Blakc Lynch, director of development for the Boys and Girls Club, and Una Martone, executive director of Leadership Harrisburg.

My Tips For A Successful Special Event

I am pleased to share with everyone who plans special events for the College some practical tips I have assembled based on the hundreds of events I attend each year at the College or elsewhere on the College's behalf.

On the Office of College Advancement channel of myHACC, there is a section called "Special Events Toolkit." A document called "Ski's Special Events Tips" has been added to the section.

Some of these tips are based on HACC's student recognition events. Please consider the tips a buffet – select the items that are helpful and applicable to your events and leave the rest. I hope the tips are helpful. Thank you.

Be In The Know With e2Campus, HACC's Emergency Alert System

Sign up for e2Campus, HACC's free, Collegewide alert system, to be informed quickly when the College has immediate announcements, such as weather-related closings, delays or cancellations or emergencies.

You can find the link to e2Campus:

- On the homepage of hacc.edu
- On the homepage of myHACC
- By clicking on this link:
<http://www.hacc.edu/AboutHACC/PublicSafetyandSecurity/E2Campus-Sign-up.cfm>

If you have questions, please email haccaction@hacc.edu.



Some of the leaders on our Invest. Impact. Inspire. Campaign committees have at least one personal trait in common besides exceptional fundraising ability, proving that “Grass doesn’t grow on a busy street.” At the HACC Foundation Board retreat, from left, are alumnus Adam Gamble; Harrisburg Campus Vice President Irvin Clark, Ed.D.; Trustee Jeffrey A. Shaffer; and alumnus and HACC Foundation Director Gary Laabs.

Let the Renovation Begin!

The HACC York Bookstore has begun renovations to bring you a larger, even better, bookstore! If you visit the store, you will see that a temporary wall is being built, and the wall between the bookstore and the adjacent classroom is being removed to allow for the larger space.

The store will remain open with limited access for customers during the construction, which has already begun. Work is tentatively scheduled to be complete in late July. The bookstore staff apologizes for any inconvenience this may cause and asks for your patience while they work to make this transition seamless for our students and other customers.

Please stay tuned for updates!

Kudos

- To **Amy Withrow**, executive director of Virtual Learning, for her work in organizing the College’s first Winter Session, which will run from December 2016 to January 2017. Amy worked with Financial Aid, Enrollment Services, Academic Technology, Human Resources, and many colleagues in Academic Affairs to make this possible.
- To **Rick Albright**, Harrisburg Campus associate dean for academic affairs, and OIST colleagues who worked with him, including **Peter Chanda**, director of enterprise applications, and **Phunthip Sungkarat**, senior systems analyst, among others, to change Banner codes to reflect our new Academic Affairs organizational structure. The changes will automate some of our reporting processes that are currently manual and improve our ability to use data for class management. This has taken months of work behind the scenes by a handful of people, and it will benefit all of Academic Affairs.
- To **Cinnamon Hosterman**, administrative assistant, for organizing the Gettysburg Campus’ annual retreat focused on wellness and strengthening resiliency. Staff and faculty had the opportunity to select two break-out sessions in addition to a keynote address, “Laugh Often...Live Well.”



- To **Susan Biggs**, director of noncredit healthcare education, for her attentiveness and support of the growing workforce offerings at the Lebanon Campus.
- To **Crystal Renzo**, associate professor of English, who presented the Foundational Studies Spring 2016 Expert Workshop. Her presentation, entitled “Pause, Focus, Reflect, Connect: An (See KUDOS on next page)

Saturday, May 14, 2016, was a great day to explore the Lebanon community by riding in the Tour de Lebanon Valley. It was an added treat to be joined by emeritus HACC Foundation Director Frank Dixon.

Kudos (from page 6)

Introduction to Understanding and Cultivating Contemplative Practices in the Foundational Studies Classroom,” focused on the research and study she did during her spring 2016 sabbatical.

- To the many volunteers – employees and students alike – who work behind the scenes to make our spring and fall Commencement ceremonies memorable occasions for our students and their families! Thank you!



Lancaster Campus Vice President Victor Ramos, left, and Admissions Counselor Laura Nalls, to my right, join me at a reception on Thursday, May 12, 2016, to celebrate the Lancaster Campus' Student Ambassadors. Ambassadors are, seated, Anaida Martinez, and standing, from left, Danielle Shaver, Karl Angrand, Sarah Smith and Jean Berno. Student Ambassadors assist with recruitment events including Open Houses, Campus Visit Days, College Fairs and HACC Experience Days by providing campus tours, greeting open house guests, and serving on student panels to share stories with prospective students about their HACC experience.

Important New Shared Governance Policies!

Two important shared governance policies (SGP) and their handbook pieces have recently been approved by the President's Cabinet.

1. The Pay Practices SGP and its handbook were effective Tuesday, May 17, 2016. My appreciation goes to the members of Task Force 18 for their efforts in developing these documents.

Many of the procedures found in the handbook have been in practice at the College but have not been fully documented. We hope that this SGP provides transparency in how pay is administered. Highlights include:

- Clarification on calculating the equated experience of adjunct teaching (See SHARED GOVERNANCE on next page)

Special Thanks

The College's first-ever Day of Giving was phenomenal! We exceeded our \$51,000 goal in a BIG way. Details about the funds raised are online: www.hacc.edu/HeartHACC. Kudos to the following colleagues – including OCA colleagues and campus leaders – for bringing this idea to life! **Kara DiFilippo**, corporate relations coordinator, led the effort and deserves a double kudos!

Please join me in congratulating **Laurie Bowersox**, Lebanon Campus executive director; **Jenn Boyd**, Integrated Marketing Communications (IMC) coordinator for strategic design; **Linnie Carter**; **Irvin Clark**; **Christine Daley**, graphic designer; **Beth McLucas**, administrative technician; **Emily Filburn**, IMC specialist, **Karen Fincham**, development officer for donor relations; **Greg Kuhn**, manager, financial analysis and reporting, HACC Foundation; **Heather Hannon**, development officer, donor relations; **Hope Harrison**, director, development and alumni relations; **Shannon Harvey**, Gettysburg Campus vice president; **Megan Hoose**, IMC coordinator for student recruitment; **Liz Leber**, HACC Foundation scholarships coordinator; **Cindy Leiphart**, grants officer; **Pam Saylor**, IMC coordinator for media relations and special projects; **Margie Mattis, D.Ed.**, York Campus interim vice president; **Christy Miller**, website assistant; **Maggie Nerozzi**, HACC Foundation operations coordinator; **Victor Ramos**; **Fred Scharf**, donor relations specialist; **Theresa Richwine**, website resources manager; **Melanie Wagner**, videographer/photographer; **Lisa Wolfe**, development and alumni relations technician; and **Todd Young**, fiscal support specialist.

Shared Governance (from page11)

- A description of how pay is calculated for a change in positions or for reclassified positions
- Clarification on compensation for campus-based jobs with multi-campus responsibilities and employees' entitlement to travel pay
- Guidance on how interim pay and temporary assignment pay are established
- Guidance on how pay for casual employees, part-time employees, and retirees returning to work on a part-time basis is calculated

2. The Employee Separation and Succession Planning SGP and handbook piece are effective Friday, July 1, 2016. Many thanks to Task Force 10 and the others who provided critical input into the development of this SGP. Significant changes include:

- An emphasis on succession planning and management. Please note that the language in the handbook under "Succession Planning" is entirely new.
- Clarification on expectations associated with voluntary separation. For example, the handbook clarifies that employees may elect to use up to one pay period of leave prior to the date of separation.
- Changes to transitional retirement offerings:



HACC ceramics students help to make AftsFest more festive! From left, Kayla Smith, Dorinda Thomas, Robin Wheeler, Michael Grove and JoAnn Allen staffed HACC's booth at the event along Harrisburg's riverfront on Sunday, May 29, 2016.

- Transitional retirement eligibility has been expanded to administrative, professional and classified employees.
- Transitional retirement for any employee cannot be granted for a period greater than three years.
- Each request for transitional retirement will be reviewed against established criteria that includes a priority ranking of the position and an assessment of staffing needs. All future requests for transitional retirement must be made using the Transitional Retirement Proposal Form, which is currently being developed.
- Leave for employees on transitional retirement is accrued on a pro-rated basis.
- The Pay Practice SGP is available now in myHACC. The Employee Separation and Succession Planning SGP will be added to myHACC on Friday, July 1, 2016. I encourage you to become familiar with these new SGPs and their handbook pieces as soon as possible.

If you have questions, please submit them to askHR@hacc.edu.

From the online form to submit questions about the organizational transformation

<p>Question/Comment: There are a small but significant number of faculty/staff who are earning approximately \$100,000 per year at HACC. Many of them would be eligible for, and interested in, an effectively structured early retirement offer. Why cannot the College offer a special Early Retirement for anyone with 40</p>	<p>Response: Thank you for your idea of a targeted retirement offering. We will investigate its possibility for future years.</p> <p>Retiring employees over the age of 65 can elect HACC's senior plan for retirees over 65, and the spouse can be added to our regular (under</p>
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(See QUESTIONS/COMMENTS on next page)

Questions/Comments (from page 12)

<p>or more years of service? It would have to be structured so that the lump sum offered would be sweeter than in the 2016 Early Retirement offer, but it need not be outrageous in cost to the College. I rejected the 2016 early retirement offer because the lump sum buyout was too low (the equivalent of one year full time salary plus the equivalent of 15 percent of a second year). I would have responded positively to a 2016 lump sum offer that was the equivalent of three or even two years of full-time pay. I also queried HR as to whether the early retirement offer of 2016 was negotiable. As expected, the answer was no. There may be legal reasons for this “one size-fits-all” approach, but my impression is that in the business world, this individualized approach is standard practice for anyone whose compensation is above a certain level. And certainly a \$100,000 salary is above “that certain level” at HACC. An additional point to think about here is health-care insurance. A number of senior faculty/staff have spouses that are not yet eligible for Medicare. What help is HACC giving in a case like that?</p>	<p>65) insurance at the regular single employee rate. Once the spouse is eligible for Medicare, the spouse can be switched over to the senior plan, and HACC would charge them the senior couple rate.</p>
<p>Question/Comment: A recent email regarding the budget said that there had been no layoffs. Unfortunately, there have been layoffs for numerous tutors.</p> <p>All the professional and paraprofessional tutors were laid off, apparently for lack of funding, most notably Perkins funding. We were told that all future tutoring will be performed by other students and that no higher-level topics will be supported. Our last day was [Wednesday,] May 11, 2016.</p> <p>We understand that this is a difficult financial time for the College, but we wish to correct this misstatement.</p>	<p>Response: Professional and paraprofessional tutors are hired from fiscal year to fiscal year (or for shorter periods within the academic year) as casual employees and are not guaranteed a return to employment with the start of the fiscal or academic year. The decision to reappoint tutors is based on staffing, student needs, and funding. The decision to not reappoint a casual employee is not considered a layoff or position elimination.</p> <p>On the Harrisburg Campus, the learning center is shifting the balance between professional tutors to peer tutors to give students an opportunity to work with other students in this role. We believe this will assist in student engagement.</p>
<p>Question/Comment: Is there a limit to the number of furlough days that may be required in the future? For example, could you require three furlough days next year, and five the next, and two weeks the next? And since these decisions are made without employee input (shared governance) are our contractual</p>	<p>Response: Our hope is that the College’s financial condition will be improved in future years and furlough days will not be necessary to balance the budget.</p> <p>This statement, “The salary listed in this Annual Salary Letter is the amount used to calculate</p>

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<p>annual salaries contractual at all? Can we ever be certain that the figure given in our annual salary letters are true? And finally, is it legal under labor law to offer a contractual letter to employees and then break that contract? Can the college administration, in the long run, pay HACC employees whatever they deem suitable at any given time? Would a collective bargaining unit be the only way to ensure that our salaries are truly contractual?</p>	<p>your benefits offerings for the fiscal year. Your actual salary may be reduced in the event of a budget-required furlough,” is notice that for FY 2016-17 there may be a difference between your annual (base) salary and your actual salary in the event of one or more budget-required furlough days. If we anticipate furlough days in an upcoming fiscal year, you will be notified. Furloughs days with such notice are legal.</p> <p>The College is committed to providing a competitive and fiscally sustainable total compensation package to attract and retain well-qualified employees and meet the varying needs of our diverse population. We do not believe that this short-term tactic designed to not only save costs, but also to prevent a year with no salary increases and to make position eliminations unnecessary, will make our total compensation package less competitive in the long run.</p> <p>Collective bargaining agreements address wages, hours and other terms and conditions of employment. Furlough days would be included as a topic of negotiation between an employer and the collective bargaining unit and could be included in an agreement.</p>
<p>Question/Comment: FYI Question #2 (as of [Tuesday,] May 3, 2016) was “Were there savings associated with the 2015 Early Retirement Incentive?” The answer to that question was “Forty out of 349 eligible employees (12 percent) opted for early retirement in 2015. As of [Sunday,] Feb. 8, 2016, 28 out of those 40 positions were backfilled. With one exception, all positions were backfilled at a lower salary. The savings in salary for these 28 positions was \$495,589. When combined with savings through positions remaining unfilled, total savings were \$1,251,452.”</p> <p>I’d like to see parallel information on the Early Retirement offer of 2016. My impression is that a far smaller percentage of eligible employees in 2016 accepted the buyout. In my own case the Early Retirement lump sum</p>	<p>Response: We will share the results of the 2016 Early Retirement Incentive when that data is available.</p> <p>Regarding the issue of sick leave payouts for 9 ½ month faculty, the Attendance, Absences and Holidays Shared Governance Policy (SGP) and handbook combined six different Administrative Procedures (APs) dealing with vacation leave, sick leave, personal leave, holidays and the recording of leave. The drafting of the SGP also added language that was not in any AP, such as at what rate leave is accrued, how leave balances of zero are handled, and how sick leave payouts were calculated.</p> <p>The following language for sick leave payouts for 9 ½ month faculty (see page 9, section vii) was added:</p>

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<p>offered amounted to the equivalent of one year of my full time salary plus 15 percent of a second year. Relative to the previous two buyout offers, this was ridiculously low, in great part because somehow or other the daily basis was changed from 160 to 190 days for the 2016 buyout offer. I wonder if this change from the 160 to 190 day basis (which admittedly did go through the so-called “shared governance” procedures) was simply a matter of unintended consequences or a was “smart” anticipatory move by the administration. It would be interesting if anyone could pinpoint the original source of that change from 160 to 190 days. Did it originate in administration or from faculty/staff?</p> <p>The information I’m finally after here: Did the administration shoot itself in the foot by offering an inadequate lump sum buyout? If so, that gets us into the question, raised by a number of other questioners, whether SKI is an educational leader or a politician? I believe he is primarily a politician, but an effective one. Moreover, I believe this kind of politician is exactly what HACC needs at this point in time.</p>	<p>“b. Sick leave payouts will be calculated as follows for 9 ½ month faculty:</p> <p>Annual salary is divided by 190 days (the number of days actually paid) divided by 7.5 to determine an hourly rate. The hourly rate is multiplied by number of sick hours as of the date of retirement.”</p> <p>This formula was recommended by HR and Payroll because 9 ½ month faculty are paid for 190 days during the academic year. The recommendation went through the shared governance process during spring 2015 (it was approved by the Faculty Senate on Monday, May 4, 2015) and was made effective Friday, Jan. 15, 2016.</p> <p>There is no connection between the Attendance, Absences and Holidays SGP and the FY 2016-17 budget.</p> <p>Your question suggesting that the lump sum buyout under the Early Retirement Incentive, which is a week of pay for each year of full-time service, was inadequate is unanswerable. It was estimated that the Early Retirement Incentive would result in \$1.7 million in savings associated with annual salaries. We are thankful that these anticipated savings helped address the \$6 million revenue shortfall and balance the FY 2016-17 budget.</p> <p>Your question about me is heard, appears to be rhetorical, and will not be addressed.</p>
<p>Question/Comment: I applaud Dr. Ski and Cabinet for working hard in making sure that we get a raise. Think twice if you feel that a pay raise and a furlough was done to save face or sneaky as others have posted. If you get a \$2,000 pay raise, then you get to earn that amount yearly through your entire working life at HACC. The furlough is just for next year, and will cost most faculty an average of \$600. It could be worse, people could be out of the door through layoffs. Ski and team</p>	

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<p>made sure that it did not happen. These are difficult times, let's not get emotional about this.</p>	
<p>Question/Comment: A suggestion: As a possible retention tool and morale builder, could academic departments have a friendly competition with completion rate in their departments? I'm thinking it might be helpful for us to learn the completion rates in the majors in our department and then have a competition for the best completion rate percentage increase for the year or term. Maybe some type of prize for the winning academic department dash – lunch at Hotel Hershey, etc., if possible, or an amount for the department to use for some event. I know many people on campus are involved in retention and this might be focused on the academic side solely, but just a thought. Maybe there would be some new ideas that come out of the completion. Thank you.</p>	<p>Response: The suggestion that departments compete on completion rates sounds like a good idea. However, we need to examine a number of factors in trying to improve completion rates. Students have many reasons for leaving college before completing their degrees or programs. In some career programs, students leave in the middle of internships to take permanent jobs. Some students realize they can complete college and transfer after only one semester or one year at HACC. Some students change majors and, after determining which program they want to pursue, move on to a job or another institution. Because some of our programs may not be accurately aligned with career or transfer opportunities, the processes of program review and changing the degree requirements are designed to correct that alignment. Over the next three years we will complete those processes for all of our programs, and then we will be ready to look for improvements in students' completion rates. After that work has been done, it may be an ideal time for a competition.</p>
<p>Question/Comment: Ironically, the Day of Giving, where you very willingly took employee donations, was the week before you announced the budget situation. Tacky at best. Well timed, very well played.</p>	<p>Response: The 2016-17 budget discussions began in fall 2015, with final recommendations developed in March and April 2016. The concept for the Day of Giving was developed in January 2015 (almost 18 months ago). Before confirming a date for the Day of Giving, we consulted with campus leaders and colleagues from the Office of Student Affairs. The date was confirmed in November 2015. We began informing HACC alumni, current and former board members, employees, retirees and students about the Day of Giving in February 2016.</p> <p>The purpose of the Day of Giving was to help raise funds to build a brighter future for HACC and its students. Before we can ask complete strangers to give, we need to start "at home" by asking HACC alumni, current and former board members, employees, retirees and students to give. Remember: Charity begins at home.</p>

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	<p>We respect your concerns. However, the Day of Giving has no impact on the College’s budget and vice versa.</p> <p>Thank you.</p>
<p>Question/Comment: Since your arrival, Dr. Ski, enrollments have suffered. The head of Student Affairs and Enrollment Services, Dr. Rob Steinmetz, has been afforded opportunities to improve and has even been given assistance from outside PR firms and the like to improve enrollments (via OCA). Yet, while enrollments continue to decline, he continues to re-org or eliminate successful employees. How many times can a position be deemed “interim?”</p>	<p>Response: While it is easy to try to connect enrollment statistics with one or two individuals, the circumstances resulting in enrollment declines in colleges and universities across the nation, not just HACC, are much more complex. Factors that affect enrollment include but are not limited to demographics, the state of the economy, and competition with other institutes of a higher education. For a quick overview of the situation, I encourage you to read this recent article from <i>Inside Higher Ed</i>.</p> <p>The Office of Student Affairs and Enrollment Management has had some very successful efforts, leading to an increase in new student enrollment for the fall 2015 (up 3.64 percent) and spring 2016 semesters (up 19.2 percent). These efforts have included the implementation of a prospect relationship management system (Banner Recruiter), process mapping events, Men of Color initiative, and the implementation of at-risk student early alert technology (Starfish). We continue to implement other approaches designed to reverse the enrollment decline. These include targeting marketing and recruitment efforts to specific cohorts, building stronger partnerships with our high schools, clarifying program pathways, and aligning programs with career and transfer opportunities. Undoubtedly, without these efforts, our enrollment situation would be far worse.</p> <p>I have said on numerous occasions that in response to the changing landscape of higher education, the College must be flexible with its organizational structure and creative in its approaches to attracting and retaining students. It has been a year since the Office of Student Affairs and Enrollment Management underwent a reorganization, but if changes are necessary to meet student demand and strengthen</p>

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	<p>institutional sustainability, we will work together to achieve our goals.</p> <p>Employees are designated as “interim” when they temporarily assume the duties of a vacant position. While this is not the forum to discuss specific personnel matters, the recent announcement of interim assignments within the Office of Student Affairs is the College’s effort to ensure uninterrupted service to our students while we work to fill vacancies with the most suitable individuals. There is no limit to the number of employees who can be designated as interim and the length of time will depend on the success of the search to fill the position.</p> <p>Lastly, I would like to stress that every member of the HACC community has an impact on our students. From our faculty who instill in them knowledge and understanding to our advisors and counselors who support their academic and emotional health to our facilities staff who create a safe and clean learning environment, each of us may be the deciding factor in a student’s decision to stay or come to HACC.</p> <p>I look forward to working with you to achieve our vision of HACC as the first choice for a quality and accessible higher education opportunity.</p>
<p>Question/Comment: With the negative attention turned towards gays and lesbians, is the Board of Trustees (BOT) concerned that Dr. Ski's sexual orientation could harm the College in some way?</p>	<p>Response: As Americans, we are always at our best when we talk and seek solutions together and fight the urge to separate people from that conversation or refuse to understand different opinions or ways of life. Dr. Ski has never hidden who he is and, in fact, informed us of his sexual orientation during the interview process more than five years ago. In addition to being a man who is gay, he is also a husband, a teacher, a thought leader and a part of the fabric of our communities – including the College – just like every student, staff member and faculty member.</p> <p>People’s sexual orientation and who they love have nothing to do with their integrity,</p>

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	<p>character, work ethic and dedication. The same goes for Dr. Ski.</p> <p>These are trying times, and everyone has questions and anger and frustration. As you know, over the past several years, the College has taken every precaution to physically protect all who work and attend classes on each of our five campuses. We are committed to continuing to work together in this effort with everyone in our College community and the communities that we serve.</p> <p>Finally, as chairman of the Board, I would emphasize that our commitment must be equally as strong to protect the integrity and sharing of ideas that are not only our strengths as an institution of higher education but also define us as a people.</p> <p>~Thomas B. Richey Chair, HACC Board of Trustees</p>
<p>Question/Comment: I just wanted to say thank you for the thoughtful, detailed preparation that I see went into this year's budget. I am thankful we had no layoffs and that the furlough days were inserted into a month with three pays – that shows compassion and consideration. Thank you!</p>	<p>Response: Thank you.</p>
<p>Question/Comment: I am embarrassed that fellow faculty members have been so unappreciative of the efforts of Dr. Ski and Cabinet to balance our budget while ensuring a modest raise and preserving as many positions as possible Collegewide. As a faculty member, I appreciate and thank you for your hard work in making difficult choices, and I am sorry that so many of my colleagues have chosen to speak harshly about these decisions. Know that many, many faculty support you and thank you, we are grateful for the raise for our long-term financial growth and appreciative of your creativity in selecting areas to be reduced or cut.</p>	<p>Response: Thank you.</p>

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<p>Question/Comment: I wanted to first applaud you and your administrative team for your creative style of leadership. Compared to other employment options, HACC is by far exceptional. Unlike many, I understand the rationale behind the furloughs, early retirement and other budget cost saving initiatives. With my short tenure on [an elected municipal governing body], I too had to make tough decisions that many wouldn't understand. I am grateful that the furloughs are over Spring Break which does not interrupt the students' academic agenda and provides the employees with a "mini spring break" of their own. I am also grateful that you and your administrative team opted not to receive a raise, so that your employees could. Most of all, I am grateful for you as a president who has been transparent and honest during my employment at HACC.</p> <p>The operational budget has a direct correlation between our students' retention and enrollment rate. If enrollment is low, then we need to find different revenues options to offset the budget. I challenge the naysayers (employees that are not happy with the upcoming operational budget) to speak positively about HACC to every person that they encounter. If we continue to promote HACC in a positive manner, than it will continue to be students' first choice for a quality education, and just maybe raise the enrollment rate. You are and your team are doing a phenomenal job, I am grateful and proud to be part of the HACC family/team.</p>	<p>Response: Thank you.</p>
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Books I am currently reading or have read:

- The Gene: An Intimate History, Siddhartha Mukherjee
- Sapiens: A Brief History of Humankind, Noah Yuval Harari
- The Road to Character, David Brooks
- Originals: How Non-Conformists Move the World, Adam Grant

Quote

Surround yourself with the dreamers and the doers, the believers and thinkers, but most of all, surround yourself with those who see the greatness within you even when you don't see it yourself.

~Edmund Lee

Do you have news for the next Ski Gram?

If you would like me to share your news in an upcoming issue of the Ski Gram, you may submit it anytime directly from the following link on hacc.edu:

<http://www.hacc.edu/AboutHACC/Administration/Ski-Gram-Request-Form.cfm>

For More Information

If you have any questions about any of the information contained within this Ski Gram please contact me. Thank you!