

**HARRISBURG AREA COMMUNITY COLLEGE  
BOARD FINANCE COMMITTEE**

Wednesday, January 30, 2002 - 7:30 A.M.  
Boardroom, B-105

**MINUTES**

**Present:** Ronald Brown                      Larry Adams  
Daniel Delaney                              Edna Baehre  
Velma Redmond                              Cynthia Duffy  
Donald Schell                                Tony Filippelli  
Patricia Vance                                George Franklin  
Mark Whitmoyer                              Barbara Hutchinson  
    Chip Jackson  
    Harry Page  
    Nancy Rockey  
    Meredith Tulli  
    Jennifer Weaver

**Minutes**

The minutes of December 19, 2001 were reviewed and approved.

**Resolutions**

The resolution regarding gifts and scholarships was reviewed and approved. The three resolutions regarding office alterations at the Community Center for Technology and the Arts were reviewed and approved to the lowest bidders. The total cost for the alternations is \$81,000.

The resolution regarding the vegetation removal was reviewed and approved to the low bidder. This will be funded through an endowment from the HACC Foundation. The resolution regarding the printing of the 2002-03 HACC catalog and the contract for carpet and installation in Whitaker Hall were reviewed and approved to the low bidders. Mr. Page reviewed the resolution regarding the purchase of a bucket truck. This was not sent out for bid, however, Mr. Page contacted several vendors and tested several trucks, and it was decided that this was the best one.

**Financial Report**

The committee reviewed financial reports for the month ending December 31, 2001.

### **SCT Banner Assessment**

Dr. Adams discussed the SCT Banner assessment with the committee. The initial RFP requested that vendors provide a proposal for strategic plan and assessment of current Banner operations. Three vendors responded with various prices. A task force was set up to review the responses. The proposal was reissued with one deliverable--that the company would come in and assess how the College is currently using the Banner system and give pointers as to how the software can be better utilized. It was also stressed to the vendors that the College has \$100,000 to spend on the assessment. The College needs to streamline business practices so that employees can work within the Banner systems in the most efficient manner, added Dr. Baehre. This will be brought back in March once the task force thoroughly reviews the proposals.

### **Budgets**

The resolution to lodge the 2002-03 Wildwood Credit budget was approved. This budget was discussed at a special Finance Committee meeting that was held on January 17, 2002. Mr. Schell congratulated Mr. Jackson and the Admissions' team. He is very pleased with the enrollment numbers for the Wildwood Credit budget.

The resolution regarding the approval of the remaining budgets was reviewed and approved. There was concern about staffing requests at the Lebanon Campus. Ms. Tulli noted that most of the positions that the Lebanon Campus needs are positions that are definitely warranted. Mr. Filippelli stated that if all the requested positions are approved in the 2002-03 budget, no more positions or hires will be requested for the next three years for the Lebanon Campus.

Mr. Filippelli also noted that he has met with the Foundation and now has a list of people to pursue and meet within the community.

### **Updates**

Dr. Baehre updated the committee regarding the tuition assistance program. As of today, there are 178 people from 10-11 counties that are registered for credit classes, Dr. Baehre stated. She asked the committee if the College should stick with the sponsoring counties that the Board approved or does the College want to extend the program to another county if a student shows interest in the program. Mr. Brown didn't see any problem with extending the program if asked, since it is a statewide initiative. All students from sponsoring school districts will be billed for one half. This was discussed at the delegate meeting. No complaints have been received so far from the school districts with respect to this program. Dr. Baehre also noted that I-Tech and CDL Training were excluded from this program. However, I-Tech has agreed to discount the program as long as students sign up for the entire program. Dr. Baehre will keep the committee updated.

Dr. Baehre also informed the committee of House Resolution #376, which would have a \$2.2MM budget impact for the College. Dr. Baehre expressed concern about this, since the unions are behind the resolution. If this passes, the College would have to increase tuition. Ms. Vance noted that house resolutions tend to be a wish list, and they are not always approved.