

**HACC, CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE**  
**Board of Trustees Meeting**  
**April 3, 2012**

**Trustees Present**

Daniel P. Delaney  
Randy E. Eckels (phone)  
Deep C. Gupta  
Loren H. Kroh  
William M. Murray  
Hector R. Ortiz  
Charles R. Peguese  
Thomas B. Richey  
Nailah I. Rogers  
Jeffrey A. Shaffer  
Vicki R. Shannon  
Ty D. Strohl  
Peter C. Wambach  
Mark A. Whitmoyer

**Absent**

Mr. Conte  
Ms. Klein  
Mr. Phillips  
Mr. Sandoe  
Ms. Sharp

**Cabinet**

Dr. John J. "Ski" Sygielski  
Ronald Young  
Dr. Larry Adams  
Dr. Linnie Carter  
Dr. Cynthia Doherty  
Dr. Kathleen Kramer  
Dr. Rob Steinmetz  
Shannon Harvey  
Lisa Sanford  
Jean Treuthart  
Tammy Witkowski

**Guests**

David R. Keller, Solicitor  
Pamela Watkins, Faculty and  
Efficiency Task Force  
Lise-Paul Barnett, Efficiency Task Force  
Dennis Heinle  
Linda Mussoline, CEO  
Mata Stroup, CEO  
William Morgan

**Roll Call and Recognition of Visitors:** Mr. Richey, vice chair, called the meeting to order, as Mr. Sandoe was unavailable to attend.

**Discussion and Action on Any Committee Report Items Removed From Consent Agenda:** Ms. Rogers requested that Resolutions 49.88 -- College Policy 005: Equal Employment/Educational Opportunity and Resolution 49.89 -- College Policy 007: College Diversity Statement be withdrawn from the agenda for further discussion. She explained that the Board Diversity and Inclusion Committee had recommended adding "physical and intellectual based challenges" to the list of attributes to be protected from discrimination. College Solicitor Mr. Keller noted that such language would be in keeping with government agencies' expectations for nondiscrimination policies, without affecting an employer's ability to make distinctions between candidates based on their ability to perform a specific job,.

**Approval of Consent Agenda:**

Moved: Peter C. Wambach  
Seconded: Charles R. Peguese  
Motion carried

**Approval of Resolution 49.88 -- College Policy 005: Equal Employment/Educational Opportunity**

Moved: Nailah I. Rogers  
Seconded: Deep C. Gupta  
Motion carried

Ms. Rogers moved, seconded by Mr. Gupta, to refer Resolution 49.89 -- College Policy 007: College Diversity Statement back to the Diversity and Inclusion Committee for clarification of references to "cultural sensitivity" and "cultural competence."

**Recommendations/Reports From The Board of Trustees:** None

**Recommendations/Reports From The Chair:** Mr. Richey announced that all trustees whose terms were to end June 30, 2012, had expressed an interest in seeking reelection. All current officers also had agreed to be nominated to continue in their positions. Mr. Richey asked any trustees who were interested in seeking nomination for an officer's position to contact him.

**Board Education Topic:** "Update on Efficiency Task Force Activities." Dr. Ski summarized the Task Force's work, conducted over a period of six weeks in February and March, and the open forums that followed at each campus. He asked Task Force members in attendance at the meeting to introduce themselves. Dr. Ski noted that four trustees had taken part in the campus sessions.

No decisions concerning the College reorganization had been made in advance, Dr. Ski said, adding that in presenting the recommendations he was only the messenger, not the decision-maker. That would be the Board's role at its May meeting. He stressed that the reorganized institution would adhere to its "one-college philosophy" and that the College would be structured to ensure that students were well served and that policies and procedures were administered consistently.

The Task Force had recommended two models: one option featuring six "campus voices" reporting to six "functional vice presidents" plus a new vice president of information and technology; the other option a "regional model" with three campus voice leaders. Dr. Ski added that Shannon Harvey, interim vice president at Gettysburg, and L. Marshall Washington, vice president at Lancaster, were drafting job descriptions for the campus leaders in the two scenarios.

Mr. Wambach and Mr. Shaffer advised that to be effective, the campus leaders needed to be "acutely aware" of the communities they serve. Dr. Murray counseled that achieving operational efficiency involved not only saving money but also ensuring optimal functioning of the organization. He hoped that the College would not have to sacrifice significant functions to save money. Dr. Ski said the recommendations would focus on eliminating redundancies and would consider the staffing ratios of each campus's full-time-equivalent positions to its student enrollment.

Dr. Ortiz asked how the College would ensure that campus leaders would have the authority to act. Dr. Ski said it would be important to temper consistency with flexibility to meet specific needs.

**Recommendations/Reports From The Chair:** Mr. Richey reported that in the past month, Mr. Sandoe had attended the HACC Foundation Board of Directors meeting and the Harrisburg Campus forum presentation by the Efficiency Task Force.

He called on Assistant Secretary Mr. Wambach to introduce and read **Res. 49.86 -- Commendation: George A. Franklin, Jr., MBA, CPA.**

BE IT RESOLVED THAT THE BOARD OF TRUSTEES

Approve the following Resolution of Commendation:

WHEREAS, George A. Franklin, Jr., has served Harrisburg Area Community College since 1990, including Vice President, Finance and College Resources since 1999, and

WHEREAS, Mr. Franklin has overseen the College's Finance and College Resources during a period of phenomenal growth in enrollment and numerous capital projects to meet that growth in the face of declining financial support from state and local government, and

WHEREAS, Mr. Franklin also was responsible for the College's Human Resources function from 1999 to 2008, and

WHEREAS, Mr. Franklin has represented the College in national and regional professional memberships, including Board of Directors of the Eastern Association of College and University Business Officers, and member of Pennsylvania Institution of Certified Public Accountants, American Institute of Certified Public Accountants, National Association of College and University Business Officers, and Community College Business Officers, and

THEREFORE BE IT RESOLVED, that the Board of Trustees recognize and commend George A. Franklin, Jr., for his achievements and service to the College and extend its sincere appreciation and gratitude for his service.

Moved: Peter C. Wambach

Seconded: Deep C. Gupta

Motion carried

**President's Report:** Dr. Ski introduced **Res. 49.99 -- College Policy 074: Statement of Practices Constituting Unacceptable Conduct** and **Res. 49.100 -- College Policy 371: College Computer Use and Data Security**. Mr. Whitmoyer requested clarification of the College's ability to monitor computer use. Ms. Witkowski explained no individual monitored employee e-mail but the system employed automated scanning routines to identify any violations of data security policies or FERPA. Mr. Gupta asked for additional information about Policy 071's statement that the College did not use Web filtering. Ms. Witkowski said Web filtering to block specific kinds of sites was used primarily in elementary and high schools to restrict student access. To enable academic freedom, the College did not restrict access to Web sites; however, to protect the computer network from potential threats, software would alert technical staff if a computer accessed a site that contained a risk to the network. Ms. Rogers and Mr. Gupta recommended revisions to sections B.3. and C.1. to more clearly state how the College monitors e-mail. A reference to Administrative Procedure 651, Disclosure of Information About Students, was added in response to Mr. Whitmoyer's request for a definition of the "sensitive content" that would not be permitted in e-mail messages.

Discussing Policy 074, Mr. Gupta asked the rationale for using the phrase "unreasonably endangers" to identify certain prohibited speech. Mr. Keller explained that in sensitive situations where someone's exercise of free speech rights could potentially cause a risk of harm, qualifying a level of risk as "unreasonable" would enable the College to distinguish between speech that might pose some minor concern about health or safety, and speech that posed a serious threat. Mr. Richey noted that the phrase would give the College greater flexibility of interpretation.

Moved: Mark A. Whitmoyer

Seconded: Deep C. Gupta

Motions carried

Dr. Ski introduced Vice President for College Advancement Linnie S. Carter, Ph.D., a new leader at the College who was already "very engaged in the College community."

Dr. Ski reported that to celebrate April Fool's Day, he had posted a Facebook message saying that a group of employees at the College had been among the winners of the recent multi-million-dollar Powerball lottery prize. The story traveled fast, he said, earning him a phone call from the publisher of The Patriot-News who, when told it was a joke, called Dr. Ski "a rascal."

He reported that Trustee Vicki Shannon, an executive with McNaughton Homes, had been named "Pennsylvania Builder of the Year" by the Pennsylvania Builders Association.

Dr. Ski presented a "Standing Ovation Award" from the College "CORE Awards" program to Administrative Assistant Nancy Wennberg for streamlining the PC Loan Program's notification process so students would receive their computers earlier in the semester.

Dr. Ski also provided updates on activities of the Pennsylvania Commission for Community Colleges, whose annual Lobby Day event at the Capital had provided an opportunity for HACC students to visit with legislators. The legislators, he said, were appreciative and proud of the work HACC does in the community. The Commission's Council of Presidents was closely monitoring developments with the state budget. He also reported that work was progressing on a proposed legislative remedy for HACC's problematic local sponsorship arrangement with its 22 sponsoring school districts, with legislation due to be introduced in late April or early May.

#### **Res. 49.101 -- York Campus Capital Campaign**

Dr. Ski called on Ms. Treuthart to introduce resolution 49.101: York Campus Capital Campaign, which she said would permit the College to "build out" the existing structures it already owns, including the Leader Building.

Moved: Loren H. Kroh  
Seconded: Charles R. Peguese  
Motion carried

**Executive Session:** At 1:00 p.m. the Board retired to executive session to discuss a real estate matter, moved by Mr. Whitmoyer, seconded by Dr. Murray. The Board adjourned at 1:50 p.m., taking no action.