

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – September 27, 2012

Chairman Snyder called the meeting to order at 6:09 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

Trustees Attending: Mr. Ackerman, Mr. Barbato, Mr. Brenchley, Ms. Clark, Mr. Snyder, Mr. Testa, Dr. Wind, Mr. Silvera

Trustees Absent: Mr. Accattato, Ms. Crandall

In Attendance: Dr. Murray, Mr. Laino, Dr. Hawes, Mr. Oriolo, Ms. Ruffing

MINUTES

Mr. Brenchley moved that the minutes of the June 28, 2012 regular meeting be approved.

Mr. Ackerman seconded the motion.

Vote-Unanimous

Mr. Brenchley moved that the minutes of the August 9, 2012 special meeting be approved.

Ms. Clark seconded the motion.

Vote-Unanimous

PUBLIC COMMENTh

Mr. Steve Mezik introduced himself to the board as the new acting president of the Professional Association and discussed his goals.

PRESENTATIONS

Mr. Snyder presented Resolution 12-02: Service Resolution of Gary C. Luther.

Mr. Barbato made a motion to approve Resolution 12-02 as presented.

Ms. Clark seconded the motion.

Vote-Unanimous

Mr. Snyder acknowledged Mr. Luther's service to the board as a trustee and as Vice Chair, recognizing his excellent attendance record and his willingness to always stand in for the Chair when needed.

Mr. Snyder introduced and welcomed new trustee, Dr. Theodore Wind, and student trustee, Mr. Terrell Silvera. Dr. Wind was given the oath of office.

CORRESPONDENCE

A letter of congratulations from NYCCT for Donald Snyder's selection as a 2012 Anne M. Bushnell Memorial Award for Special Achievement honoree at the Trustee Awards Banquet on September 22, 2012, was presented to the board. Mr. Snyder remarked that it felt strange being awarded for something he enjoys doing.

PRESIDENT'S REPORT

The board received a report outlining the costs and involvement of taping the Herkimer County Legislature. Dr. Murray reported that after consultation with the College's Attorney, the Leadership of the County Legislature, the County Administrator and the County Attorney, it is recommended that the College discontinue the taping of the Herkimer County Legislature meetings.

Mr. Barbato made a motion to permit the College to discontinue taping the Herkimer County Legislature.

Ms. Clark seconded the motion.

Vote-unanimous

Dr. Murray reported on the SUNY legislative agenda and requested support of the lobbying effort.

Ms. Clark made a motion to approve the SUNY legislative agenda.

Mr. Brenchley seconded the motion.

Vote-unanimous

Dr. Murray introduced Resolution 12-03: Approval of Revised Strategic Plan for 2012-2017. In order to ensure the effective development and management of the College and to maintain its compliance with the Middle States Commission on Higher Education's standard for accreditation regarding "Planning, Resource Allocation, and Institutional Renewal," the College reviews and revises its strategic plan annually.

Mr. Testa made a motion to approve Resolution 12-03 as presented.

Mr. Ackerman seconded the motion.

Vote-Unanimous

Dr. Murray presented the Board Assessment Report, comparing 2010 and 2012.

Mr. Testa made a motion to accept the Goals for 2012-2013 for the Board of Trustees.

Mr. Ackerman seconded the motion.

Vote-Unanimous

Dr. Murray updated the board on the Herkimer Community Museum.

Ms. Clark made a motion to approve a request for a two-year extension of the IMINY contract.

Mr. Silvera seconded the motion.

Vote-Unanimous

COMMITTEE REPORTS

Finance, Facilities and Audit:

Mr. Ackerman presented Resolution 12-01: Renovation of the Robert McLaughlin College Center (RMCC) Cafeteria/Alumni Hall. The capital budget for the Renovation of the Robert McLaughlin College Center Cafeteria/Alumni Hall is \$1,000,000 with 50% of the local share coming from the Faculty Student Association with proceeds from their food service contractor, American Food and Vending, and 50% from the state. Completing this renovation project will allow the College to provide a facility to accommodate the increased usage by the students. This will also create easier access to the cafeteria by allowing a better flow of traffic. This area will also see the installation of air conditioning. Alumni Hall will also be air conditioned, along with some minor renovations.

Mr. Barbato made a motion to approve Resolution 12-01 as presented.

Mr. Ackerman seconded the motion.

Vote-Unanimous

Resolution 12-04: Approval of Naming the Renovated Science Wing the Edward Manning and Shirley Augar Gaynor Science Center was presented. Mr. Donald Snyder served as executor of the estate for Edward Manning Gaynor Jr. and Shirley Augar Gaynor, and at his recommendation, the Gaynor estate was gifted in living trust to the Herkimer County College Foundation. An amount of \$300,000 of the

Gaynor gift was directed to the Elements Campaign for the renovation of the science wing of Johnson Hall.

Mr. Silvera made a motion to approve Resolution 12-04 as presented.

Mr. Brenchley seconded the motion.

Vote-Unanimous

Mr. Barbato remarked that this is the most favorable gift that he, as a trustee, has seen and thanked Mr. Snyder for his participation.

Mr. Laino reported to the board on the Valley Health Services/HCCC partnership and its infrastructure and funding challenges.

CAMPUS REPORTS

Academics:

An Academic Report by Mr. Oriolo was given to the board. Mr. Oriolo informed the board that HCCC was recently notified that they have earned courseware certification from the Committee on National Security Systems (CNSS), which is valid through June 2018. The Information Assurance Courseware Evaluation (IACE) Program evaluated the College's certification application and validated that HCCC courseware meets all of the elements of the CNSS National Training Standards for 1) *Information Systems Security (INFOSEC) Professionals* and 2) *Senior Systems Managers, CNSSI*. HCCC is one of only 14 colleges in New York State to have earned such an honor, along with only two other community colleges.

Mr. Oriolo presented Resolution 12-06: New Program Proposal. The Quality Assurance program is a new interdisciplinary program within the Business, Health, Science and Technology division of Herkimer County Community College. It will focus on developing quality assurance and quality control skills to be used in either a business management or technician role within a variety of private sector industries including advanced manufacturing, manufacturing, health sciences, food and drug production, and environmental/construction services.

Mr. Ackerman made a motion to approve Resolution 12-06 as presented.

Mr. Brenchley seconded the motion.

Vote-Unanimous

Mr. Oriolo asked the board to sign a "Commit To Complete" form to support their commitment to assist students as they complete their degree or program at HCCC within three years or less. HCCC will host a "Commit to Complete" event from noon to 2 pm. in the Robert McLaughlin College Center Lobby on October 3rd as part of a state-wide initiative.

Student Affairs:

Dr. Hawes reported on the untimely death of student Nicholas Beach. A bus for students to attend the calling hours was sent yesterday, and counseling services were provided to students. Dr. Murray remarked that Mrs. Beach had expressed her gratitude for the efforts and support at the hospital from Mr. Tim Rogers, Director of Campus Safety, and Dr. Hawes. It has been a difficult time on campus, but Dr. Murray is proud of the students and staff for their compassion and reported that the professionalism that was exhibited was remarkable.

Dr. Hawes reported that the College has seen the highest high school GPA of new first-time/full-time students in the history of the College at 80.59 GPA.

An agreement was signed between HCCC and Bright Vision Education (BVE), whereby BVE will ensure the enrollment of 30 Chinese students each semester beginning in January of 2013.

Admissions & Enrollment:

The admissions and enrollment report were given. Dr. Hawes reported that the College is still registering College Now students. The College is seeing more civil and better behaved students.

Foundation Board:

A ribbon cutting ceremony of the opening of the Edward Manning and Shirley Augar Gaynor Science Center will take place on Friday, November 2nd at 2 p.m.

Dr. Murray presented and read Resolution 12-05: The Naming of Johnson Hall/Library Connection Corridor in Honor of Donald J. Snyder. Donald Snyder has been an integral part of the Herkimer County Community College campus since its inception. In honor of Mr. Snyder and his commitment to the college, the College seeks a fitting expression of their gratitude for his generous gifts of time, talent, devotion and financial support. The President's Executive Council and the HCC Foundation recommend that the Board of Trustees of the College approve naming the corridor connecting the Library to Johnson Hall, "Donald J. Snyder Corridor," a.k.a. "Don's Way," in his honor.

Mr. Barbato made a motion to approve Resolution 12-05 as presented.

Mr. Brenchley seconded the motion.

Vote-Unanimous

MISCELLANEOUS

Ms. Ruffing passed out business cards for trustees and information on this weekend's Fall Fest and Alumni Weekend. The Fall Open House will be promoted in the following weeks, and the discovery and research phase of the branding initiative is in progress. There will be a joint Board of Trustees/Foundation Board workshop on the branding initiative on October 25th at 6 p.m.

EXECUTIVE SESSION

At 7:40 p.m., Mr. Barbato moved that the board adjourn to Executive Session to discuss, under provisions of Section 105 of Article 7 of the Public Officers law, as follows:

- the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Mr. Ackerman seconded the motion.

Vote-Unanimous

At 8:25 p.m., Mr. Barbato moved that the board reconvene.

Mr. Ackerman seconded the motion.

Vote-Unanimous

Mrs. Clark made a motion to approve a 3% increase in Dr. Murray's salary for the 2012-13 academic year, effective September 1, 2012.

Mr. Testa seconded the motion.

Vote-unanimous

Ms. Clark moved to adjourn the meeting.

Mr. Barbato seconded the motion.

Vote-Unanimous

The meeting adjourned at 8:26 p.m.