

**HERKIMER COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**Special Meeting - August 8, 2011**

Chairman Snyder called the meeting to order at 7:13 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

Trustees attending: Ms. Clark, Ms. Crandall, Mr. Drumm, Mr. Luther, Mr. Snyder, Mr. Testa

Trustees absent: Mr. Accattato, Mr. Ackerman, Mr. Barbato

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

Guests: Mr. Sargent (Assistant to the President); Ms. Linda Lamb (Associate Dean of Continuing Education)

**PERSONNEL**

*Mr. Laino introduced Resolution 10-18 (Memorandum of Understanding - Asynchronous Teaching). This Memorandum of Understanding was developed in coordination with the Professional Association and outlines the criteria for Professional Association members to participate in the asynchronous learning program. The Understanding, if approved, will be in effect for the 2011-12 academic year and will not establish a precedent for future negotiations. This Memorandum is based on the same model approved in Resolution 97-20 in 1998.*

Mr. Luther made a motion to approve Resolution 10-18 as presented.

Ms. Clark seconded the motion.

Vote-Unanimous

**STRATEGIC PLAN**

Mr. Sargent reported that the College just completed its first year of implementing their Strategic Plan. Activities and outcomes of the College have been monitored, and revisions to the plan were based on discussions with the Executive Council and the Strategic Planning Committee, including representation from the Academic Senate.

Ms. Clark made a motion to approve the Strategic Plan for 2011-2016 as presented.

Ms. Crandall seconded the motion.

Vote-Unanimous

## **PRESIDENT'S REPORT**

The President's Annual Report to the Board of Trustees for the 2010-2011 academic year was provided to board members.

Mr. Snyder announced that the NYCCT Trustee Institute Conference will be held on September 16-17, 2011. Registration forms were provided to the board, and the board was advised to RSVP to Ms. Hunt before September 1, 2011.

Mr. Snyder reported that the College has donated some of its acquired replicated artifacts to the Village of Herkimer, who has allowed the College to exhibit these artifacts within the Village. A draft proposal, prepared by Attorney Franchi, between HCCC and the Village of Herkimer was provided to the board by Mr. Laino.

Mr. Luther made a motion to approve the Lease Agreement between HCCC and the Village of Herkimer, based on Mr. Franchi's approval of the final draft.

Mr. Drumm seconded the motion.

Vote-Unanimous

*Mr. Snyder introduced and read Resolution 10-19: Service Resolution of Timothy Dunn.*

Mr. Drumm made a motion to approve Resolution 10-19 as presented.

Ms. Crandall seconded the motion.

Vote-Unanimous

Mr. Snyder reported that Mr. Dunn moved out of the area and no longer qualifies to be on the board. Mr. Robert Brenchley was appointed by the Legislature to replace Mr. Dunn.

A presidential evaluation was provided to the board; board members were asked to complete the form and return it to the President's Office.

## **STUDENT AFFAIRS**

Dr. Hawes reported that the Athletic Hall of Fame Inaugural Class has been announced. Recipients were notified and include: Thomas LaPuma, John W. (Jack) Alofs, Dwight Barnett, Sharon Gleasman-Howell, and Dr. Frederick Douglass Opie.

## **EXECUTIVE SESSION**

At 7:34 p.m., Mr. Snyder 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:

- to discuss propose, pending or current litigation;
- 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

Ms. Clark seconded the motion.  
Vote-Unanimous

At 7:58 p.m., Mr. Drumm moved that the board reconvene.  
Ms. Crandall seconded the motion.  
Vote-Unanimous

Mr. Drumm moved to adjourn the meeting.  
Ms. Crandall seconded the motion.  
Vote-Unanimous

The meeting adjourned at 7:58 p.m.

slh