

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – November 29, 2012

Vice Chair Crandall called the meeting to order at 6:40 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

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

Trustees Absent: Mr. Accattato, Mr. Snyder

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

Also Present: Ms. Julie Lewis, Mr. Tom Stock, Mr. Robert Woudenberg, Mr. Russell Maines (Harris Beach PLLC), Mr. Kevin Rea (President of Student Assembly and Member of SUNY Board of Trustees)

MINUTES

Ms. Clark moved that the minutes of the September 27, 2012 regular meeting be approved.

Mr. Brenchley seconded the motion.

Vote-Unanimous

PUBLIC COMMENT

There was no public comment.

PRESENTATIONS

Jeff Steele, President of the Academic Senate, presented and read to the Board a resolution recognizing Chairman Donald J. Snyder for his many years of service and support to the campus.

Vice Chair Crandall presented Resolution 12-07: Recognition of Men's Soccer Team as NJCAA Division III National Champions and read the resolution to those present at the board meeting. The team and its coaches were congratulated on a successful season. Each member of the men's soccer team introduced themselves and where they were from. Mr. Donald Dutcher thanked the board for their continued support.

Mr. Barbato made a motion to approve Resolution 12-07 as presented.

Mr. Brenchley seconded the motion.

Vote-Unanimous

CORRESPONDENCE

A letter of appreciation from the Crandall Family was presented to the Board.

PRESIDENT'S REPORT

Dr. Murray provided the board with a report of her quarterly activities in maintaining contact with the community, college faculty and staff, and educational partners.

Dr. Murray discussed the SUNY lobbying report. The community college presidents are requesting an increase in the FTE payment of \$260 for each FTE, bringing the state portion of their contribution to 33% (\$260 each year over five years). This is supported by all SUNY and CUNY campuses. SUNY Lobby Day will be held on February 11th in Albany.

Dr. Murray introduced Kevin Rea, President of Student Assembly and a member of the SUNY Board of Trustees.

EXECUTIVE SESSION

At 6:58 p.m., Ms. Clark 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:

- Discussion regarding proposed, 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.

Mr. Testa seconded the motion.

Vote-Unanimous

At 8:45 p.m., Dr. Wind moved that the board reconvene.

Ms. Clark seconded the motion.

Vote-Unanimous

Mr. Barbato made a motion to approve Harris Beach PLLC to commence recovering damages for the failure of light poles at Wehrum Stadium.

Mr. Ackerman seconded the motion.

Vote-unanimous

COMMITTEE REPORTS

Finance, Facilities and Audit:

A memo regarding the status of the VHS/HCCC partnership was provided to the Board by Dr. Murray.

Personnel:

Ms. Clark informed the Board that a special meeting of the Board of Trustees will be held at 5:30 p.m. on Wednesday, December 12, 2012.

CAMPUS REPORTS

Academics:

An academics report by Mr. Oriolo was provided to the Board. The College went live with DegreeWorks (online degree audit system) for students this month, and the reactivation of the Mathematics and Engineering Science programs is in progress.

Student Affairs:

A student affairs Report by Dr. Hawes was provided to the Board. The Fall Fest and Alumni Weekend held in September was a success. An Open House and a Transfer College Fair was also held in October.

Admissions & Enrollment:

The admissions and enrollment report were given. Dr. Hawes reported that the College is at budget for winter enrollment. There is a drop in enrollment for the spring; however, students are still being accepted for the spring semester, and there is a big push to get currently enrolled students to register.

Financial:

The Financial Report was presented.

Mr. Ackerman made a motion to approve the Financial Report ending November 26, 2012, as presented.

Dr. Wind seconded the motion.

Vote-Unanimous

Vice Chair Crandall presented the Petty Cash Report as of November 26, 2012.

Mr. Ackerman made a motion to approve the Petty Cash Reports as presented.

Mr. Testa seconded the motion.

Vote-Unanimous

Mr. Laino reported that finances on campus are being closely monitored to reduce the gap of revenues with expenditures due to the drop in spring enrollment.

MISCELLANEOUS

Ms. Ruffing passed out a listing of HCCC upcoming events to trustees. She reported that it was standing room only at the ribbon cutting/dedication for the Edward Manning and Shirley Augar Gaynor Science Center on November 2nd. There have been many positive comments about the facilities.

Dr. Murray reminded the Board of the campus holiday gathering to be held at the Mohawk Valley Country Club on December 17th from 4 - 7 p.m.

Ms. Clark moved to adjourn the meeting.

Dr. Wind seconded the motion.

Vote-Unanimous

The meeting adjourned at 8:52 p.m.