

**HERKIMER COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

Regular Meeting – September 27, 2007

HCC Foundation Executive Committee members and HCCC Trustees/Executive Council members participated in a joint dinner meeting prior to the start of this regular Board of Trustees meeting.

Chairman Snyder called the regular Board of Trustees meeting to order at 6:25 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

Trustees attending: Mr. Snyder, Mr. Luther, Mr. Quinn, Miss Neary, Mr. Barbato, Mr. Armstrong, Mrs. Crandall, Mr. Russell, Mrs. Hummel

Trustees absent: Mr. Accattato

Also present: Dr. Williams, Dr. Hawes, Mr. McDonald, Mrs. Prescott, Mr. Laino, Dr. Murphy, Mrs. Barrett, Mrs. Semo

**MINUTES**

Mr. Luther moved that the minutes of the August 30, 2007, meeting be approved. Mr. Quinn seconded the motion.

Vote-Unanimous

**EXECUTIVE SESSION**

Mrs. Hummel moved, at 6:30 p.m., that the board adjourn to Executive Session to address personnel and collective bargaining issues. Mr. Luther seconded the motion.

Vote-Unanimous

Mr. Luther moved that the board reconvene at 7:27 p.m. Mrs. Hummel seconded the motion.

Vote-Unanimous

**PUBLIC COMMENT**

No public comment took place.

**PRESENTATIONS**

Miss Neary reported that:

- Student Government elections would take place October 2, 3 & 4, and
- President Williams would be holding meetings, which students could attend to discuss the issue of arming campus peace officers.

**CORRESPONDENCE**

Dr. Williams distributed an article related to arming campus peace officers, "Can We Stop the Next Cho Seung-Hui," published in the June 2007 issue of POLICE The Law Enforcement Magazine. He mentioned that he had set four dates (two for students and two for faculty/staff) to discuss, with him, the issue of arming campus peace officers.

### **FINANCIAL REPORTS**

Dean Laino noted that, due to year-end closing, no monthly report would be given; however, a complete, un-audited annual report would be presented at the October meeting.

Mr. Snyder presented the Petty Cash Report, August 2007. Mr. Luther moved to approve this report as presented. Mrs. Hummel seconded the motion.

Vote-Unanimous

### **ENROLLMENT**

Dr. Hawes compared fall 2007 actual enrollments to those of this time last year:

- off 13 in terms of headcount,
- up 30 in terms of new students,
- down 43 part-time students,
- about flat with FTE's, and
- we are about where we need to be.

### **ADMISSIONS**

Dr. Hawes reported increases in fall 2007 admissions from Herkimer and Oneida Counties, as well as an increase in incoming International Students; the increase in registered students for fall 2007 totaled 84.

### **FACILITIES**

President Williams announced that the Library construction project is going very well; glass should go on next week and the facility should be closed-in by November 1.

### **ADMINISTRATION AND PROGRAMS**

President Williams announced that SUNY approval had been received for three new HCCC program proposals that had been submitted.

### **PERSONNEL**

Chairman Snyder presented Resolution 07-01 (Add New Title – Assistant Controller). Dean Laino provided background information on this recommendation, noting that the Assistant Controller position would replace the current Accountant position.

Mr. Luther moved to approve Resolution 07-01 as presented. Mrs. Hummel seconded the motion.

Vote-Unanimous

Chairman Snyder presented Resolution 07-02 (FY-08 Non-Bargaining Group Salary Adjustments).

Mr. Armstrong moved to refer Resolution 07-02 back to President Williams, for resubmission at the October 11, 2007, meeting. Mr. Luther seconded the motion.

Vote-Unanimous

**PERSONNEL (Cont'd.)**

Chairman Snyder presented Resolution 07-03 (Emeritus Status for Thomas Lenahan). President Williams provided background information on Mr. Lenahan. He mentioned his enthusiasm toward, and dedication to, the field of criminal justice during his tenure at the College, and his receipt of numerous off-campus awards and recognitions.

Mrs. Crandall moved to approve Resolution 07-03 as presented. Mr. Luther seconded the motion.

Vote-Unanimous

**MISCELLANEOUS**

President Williams drew attention to the updated list of new employees hired September 4 through October 8, 2007, and expressed his satisfaction with the qualifications each employee possesses. He, also, thanked Mrs. Semo and her staff for their efforts in this regard.

President Williams provided trustees information regarding two upcoming events:

- College's "Fall Fest '07" – Oct. 13, 2007. Please contact my office staff if you have an interest to attend, so that appropriate reservations can be made.
- KRONOS Quartet in Concert – Oct. 12, 2007, \$20.00 admission fee. This is the first concert of the Robert H. Wood Great Artists Series, featuring world-renowned chamber musicians; don't miss it! Tickets are available from the HCC Foundation Office.

President Williams mentioned that the approved copy of the Board of Trustees Meeting Dates May 2007-April 2008 had been placed at trustees' seats.

Mr. Barbato moved to adjourn the meeting. Mrs. Crandall seconded the motion.

Vote-Unanimous

The meeting adjourned at 7:53 p.m.

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