

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – February 26, 2009

Chairman Snyder called the meeting to order at 6:08 p.m. in the Hummel Corporate and Professional Education Center, Room 282-283

Trustees attending: Mr. Snyder, Mr. Accattato, Mr. Armstrong, Mrs. Crandall, Mr. Russell, Mr. Barbato, Mrs. Clark, Miss Liu

Trustees absent: Mr. Luther, Mr. Dunn

In Attendance: Dr. Murray, Mr. Laino, Dr. Murphy, Dr. Hawes, Mrs. Semo, Ms. Ruffing

Guests: Mr. Thomas Barthel, Ms. Angela Harris, Mr. Peter Clarke

Mr. Russell moved that the minutes of the January 15, 2009 meeting be approved. Mr. Accattato seconded the motion.

Vote-Unanimous

PRESIDENT'S REPORT

The NYCCT (New York Community College Trustees) annual conference will be held in Niagara on March 26-28, 2009, and is open to all trustees.

On January 16th, as part of professional development, roughly 120 employees participated in a Core Values Workshop. Core values define who we are as an institution. The Campus Council met to review the information and sorted all of the data from the workshop into four key values: Community, Excellence, Integrity and Opportunity. Dr. Murray asked that the trustees look over the core values and send any comments or suggestions to her.

A discussion ensued regarding the recommended calendar and committee changes put before the board. The proposal was tabled for further discussion and decision until the next meeting in order to give trustees time to fully consider the recommendations.

A notice has gone out inviting nominations for the Torchbearer Awards. The deadline for nominations is April 10, 2009, and nominations should be brought to the trustees at their June meeting.

HCCC had strong representation at SUNY Day in Albany on February 24th. Dr. Murray, Mr. Laino, Dr. Hawes, Mr. Vince Casale, and two student representatives, Ebone Creighton and our new student trustee Yolanda Liu, met with several regional representatives who were very interested in hearing what HCCC is offering to the community.

FINANCIAL REPORTS

Mr. Laino gave the financial report. There have been recent expenditures in relation to Campus Safety. The cafeteria has received increased surveillance coverage and a campus siren will be installed in the near future. A secure room to house firearms (in relation to the arming of Peace Officers) has been constructed. Health insurance costs continue to be a concern, and a cost analysis of switching to a premium-based plan is still in progress.

Mrs. Crandall moved to approve the Financial Report as presented. Mrs. Clark seconded the motion.

Vote-Unanimous

Chairman Snyder presented the Petty Cash Report as of January 31, 2009. Mr. Russell moved to approve the Petty Cash Report as presented. Mrs. Crandall seconded the motion.

Vote-Unanimous

Chairman Snyder presented Resolution 08-14 (FY 2007-2008 Budget Amendment). Mr. Russell moved to approve Resolution 08-14 as presented. Mr. Armstrong seconded the motion.

Vote-Unanimous

FOUNDATION REPORT

Dr. Murray reported that Chancellor's Award winners will be receiving a stipend funded by the Foundation in addition to receiving a medal from the state.

HOUSING REPORT

Dr. Hawes reported that housing occupancy numbers compared to budget are fine. There was an incident on the Friday previous to the board meeting in which part of Campus Meadows had to be put into lockdown. The board members were notified via e-mail, and received phone calls when the situation was resolved without incident. The trustees would like to be included in the NY Alert system. Mrs. Clark also asked about the possibility of trustees receiving campus e-mail addresses.

ADMISSIONS & ENROLLMENT

Dr. Hawes gave the admissions and enrollment report. Headcount, credit hours and FTE all show increases over last year at this time. Open House is March 28th and there are additional admissions days planned that will focus on particular programs.

MISCELLANEOUS

Chairman Snyder presented Resolution 08-16 (Approval of Academic Senate). Mr. Barthel read a statement that outlined a history of the effort to establish an Academic Senate on campus. Following his statement, the trustees discussed the proposal and asked Mr. Barthel questions. As the trustees first received the bylaws at the meeting, they decided to table Resolution 08-16 until the March meeting to give everyone the opportunity to fully read the bylaws.

EXECUTIVE SESSION

At 7:31 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:

- 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

Mr. Russell seconded the motion

Vote - Unanimous

At 7:58 p.m., Mr. Russell moved that the Board reconvene. Mrs. Clark seconded the motion.

Vote – Unanimous

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

Vote-Unanimous

The meeting adjourned at 8:01 p.m.

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