

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Special Meeting - August 9, 2012

Chairman Snyder called the meeting to order at 6:28 p.m. in the Hummel Corporate and Professional Education Center, Room 282/283.

Trustees attending: Mr. Accattato, Mr. Ackerman, Mr. Brenchley, Ms. Clark, Ms. Crandall, Mr. Luther, Mr. Marrotta, Mr. Snyder,

Trustees Absent: Mr. Barbato, Mr. Testa

In Attendance: Mr. Laino

Also Present: Ms. Jackie Woudenberg (Controller)

PERSONNEL

Resolution 11-28: Part-Time Employee Pay Scale was presented. The current rates for part-time employees have not been adjusted since September 28, 2001; recruitment and retention of part-timers is very difficult. This proposed part-time pay scale is part of HCCC's budget.

Mr. Accattato made a motion to approve Resolution 11-28 as presented.

Ms. Crandall seconded the motion.

Vote-Unanimous

Resolution 11-27: Adjunct Teaching Faculty Pay Scale was presented. The current rates for Adjunct Teaching Faculty have not been adjusted since Fall 2000; HCCC rates are the lowest adjunct rates in the region, which makes recruitment and retention of adjuncts very difficult. This Adjunct Teaching Faculty Pay Scale is part of HCCC's budget.

Ms. Clark made a motion to approve Resolution 11-27 as presented.

Mr. Brenchley seconded the motion.

Vote-Unanimous

Resolution 11-29: Non-Bargaining Unit Dental/Vision Insurance was presented. Current dental/vision insurance plans have been in place in excess of 30 years with no adjustment. College administration enlisted the services of the brokerage firm, Haylor, Freyer & Coon, Inc. to canvass the market for dental and vision insurance programs. After reviewing multiple proposals, the Guardian Value Plan Dental Insurance and the Guardian Davis Vision Network Vision Insurance plans were selected as the optimum plans to provide reasonable coverage, at an affordable cost. The cost of both of these plans for non-bargaining unit members has been included in the approved operating budget for the 2012-2013 fiscal year. Professional Association Bargaining Unit negotiations did not approve changes in health benefits. It is the recommendation of the college administration that the Board of Trustees approve the Guardian Value Plan Dental Insurance and the Guardian Davis Vision Network Vision

Insurance plans for the non-bargaining unit employees at no additional cost to the employees, effective September 1, 2012.

Ms. Clark made a motion to approve Resolution 11-29 as presented.

Ms. Crandall seconded the motion.

Vote-6 in favor, 2 opposed. Motion carried.

Resolution 11-30: Add New Title: Administrative Assistant to the Dean of Students was presented. A new job title is requested for the position of Administrative Assistant to the Dean of Students. The primary responsibilities of this position are to provide administrative support and assistance to the Dean of Student's Office, including the Director of Campus Safety.

Mr. Ackerman made a motion to approve Resolution 11-30 as presented.

Mr. Marrotta seconded the motion.

Vote-Unanimous

EXECUTIVE SESSION

At 6:30 p.m., Mr. Ackerman 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.
- discussion regarding proposed, pending or current litigation.

Mr. Brenchley seconded the motion.

Vote-Unanimous

At 6:55 p.m., Mr. Accattato moved that the board reconvene.

Mr. Ackerman seconded the motion.

Vote-Unanimous

ADJOURNMENT

Mr. Accattato moved to adjourn the meeting.

Mr. Ackerman seconded the motion.

Vote-Unanimous

The meeting adjourned at 6:56 p.m.

slh