

**HERKIMER COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES**

Regular Meeting – September 22, 2011

Chairman Snyder called the meeting to order at 6:13 p.m. in the Faculty/Staff Dining Room, RMCC 116.

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

Trustees absent: Mr. Brenchley

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

Guests: Ms. Lucia Bliss (Director of Development); Mr. Robert Drumm; Ms. Lisa Betrus and Ms. Kathy Eisenhut, Valley Health Services

MINUTES

Ms. Clark moved that the minutes of the June 16, 2011, special meeting be approved.

Mr. Barbato seconded the motion.

Vote-Unanimous

Ms. Clark moved that the minutes of the June 16, 2011, regular meeting be approved.

Mr. Barbato seconded the motion.

Vote-Unanimous

Ms. Clark moved that the minutes of the August 8, 2011, special meeting be approved.

Mr. Barbato seconded the motion.

Vote-Unanimous

The board welcomed new student trustee, Matthew Marrotta. A brief background on Mr. Marrotta was given.

PRESENTATIONS

Mr. Drumm presented resolutions that were passed in June by the Student Assembly of the State University of New York and recognized HCCC and Dr. Murray for hosting the February 2011 Executive Committee meeting of the Student Assembly of the State University of New York.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSION

At 6:19 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 proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

Mr. Testa seconded the motion.
Vote-Unanimous

At 7:13 p.m., Mr. Accattato moved that the board reconvene.
Mr. Luther seconded the motion.
Vote-Unanimous

Mr. Accattato made a motion to support the Foundation's investigation into alternative uses for their property adjacent to the campus.
Mr. Ackerman seconded the motion.
Vote-Unanimous

Mr. Jim Vair, General Manager, and Mr. Colin Fistrowicz, Catering Manger, from the College's new food service provider, American Food and Vending, were introduced. Mr. Vair reported that approximately 2,000 meals per day are being served, with a variety offered each day.

CORRESPONDENCE

The board received a copy of a letter of appreciation from Ms. Crandall in regard to the passing of her father.

PRESIDENT'S REPORT

Dr. Murray reported on the changes in the Academic Senate's bylaws and thanked Jeff Steele on his leadership. The changes, most of which were editorial, were made collectively with the Senate.

Mr. Marrotta made a motion to approve the Academic Senate's amended bylaws, as presented.
Mr. Ackerman seconded the motion.
Vote-Unanimous

Dr. Murray presented the HCCC dashboard and annual report card to the board. These documents reflect important measures, which hold the College accountable. Dr. Murray thanked Mr. Oriolo for working with the Institutional Effectiveness Committee in setting the measures.

COMMITTEE REPORTS

Finance, Facilities and Audit:

There was no report from the Finance, Facilities and Audit Committee.

Personnel:

There was no report from the Personnel Committee.

MONTHLY REPORTS

Academics:

An Academic Report by Mr. Oriolo was given to the board and included:

- Thirty-two students and 45 parents/guardians participated on July 28th and August 9th in the Jump Start Pilot Program offered to students with a high school average of 75 or below.
- Twenty students from Herkimer BOCES component school districts are participating in a pilot IT Academy.
- The first hybrid course is being offered at Herkimer High School, with 23 students taking Physics I and Physics II during the 2011-2012 academic year.

Student Affairs:

The Successful Student Fair was held this week, as well as the Part-Time Job Fair, which was well attended by area businesses and students.

Admissions & Enrollment:

The admissions and enrollment report were given. Dr. Hawes reported that the College planned on a decrease in enrollment due to the Out-of-County Student GPA requirement and TAP issues.

Financial:

Chairman Snyder presented the Petty Cash Report as of August 31, 2011.

Mr. Luther made a motion to approve the Petty Cash Report as presented.

Ms. Crandall seconded the motion.

Vote-Unanimous

Mr. Laino reported that Herkimer Central School Supt. Tutty contacted Dr. Murray regarding shared services with the college to cover the school's HVAC and skilled trades needs over the next few months. Mr. Laino investigated this request and reported back to the board to determine if the board wished to move forward.

Mr. Accattato made a motion to approve sharing HCCC'S HVAC services with Herkimer Central School up to June 30, 2012.

There was not a second motion.

The motion did not pass.

Foundation Board:

Ms. Bliss reported that on September 29th at 1 p.m., the Robert H. Wood Great Artists Series will present the *Frackenpohl Honors Brass Quintet* in concert in the Sarkus-Busch Theater. Prior to the concert, a reception will be held at noon in the Cogar Gallery. The inaugural Athletic Hall of Fame Induction Ceremony and Reception will be held on September 30th as part of the College's Fall Fest & Alumni Weekend. Many other events are planned for Fall Fest & Alumni Weekend.

Housing Corporation:

There was no report from the Housing Board.

MISCELLANEOUS

A Public Relations Report was given to the board by Ms. Ruffing. The summer involved much work on publications. Currently, there is a focus on advertising all the events that are happening and working with Admissions on marketing initiatives. The annual report will be coming out a little earlier this year.

EXECUTIVE SESSION

At 8:06 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:

- 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 8:53 p.m., Mr. Accattato moved that the board reconvene.

Mr. Barbato seconded the motion.

Vote-Unanimous

Mr. Barbato moved to adjourn the meeting.

Mr. Accattato seconded the motion.

Vote-Unanimous

The meeting adjourned at 8:53 p.m.

slh