

April 3, 2012

Sponsoring School District Update

HACC and its 22 sponsoring school districts continue working collaboratively to resolve the economic challenges of their current sponsorship agreement. A small subcommittee of the Delegate Body—formed at the request of HACC officials and the delegates’ chair—has proposed seeking a legislative amendment to the Pennsylvania Community College Act to provide a more viable and predictable ongoing funding arrangement for HACC and its sponsors. Additionally, such legislation would allow HACC and its sponsors to negotiate an agreed to amount that allows for both operating and capital expenses.

The individual sponsoring districts are currently reviewing a resolution to officially express their support for seeking introduction of the amendment in the Pennsylvania Legislature. To date, 19 of the 22 districts have approved and sent their resolutions to HACC.

Senator Jeffrey E. Piccola and Senator Patricia A. Vance have agreed to become the co-sponsors of this measure on behalf of HACC and its sponsoring districts by the end of April.

Efficiency Task Force Clarification

It was recently mentioned in a campus efficiency task force forum that the cost of central administration increased to the campuses by \$10 million within a two-year period. That number is misstated due to (1) not taking into account that Harrisburg Campus didn’t pay an administrative cost allocation (ACA) in prior years due to central administration being part of their annual operating budget and (2) transferring costs that were previously paid directly by the campuses (e.g. radio advertising, department chairs/heads) to central operations.

HACC Benefits Survey Needs Your Input!

The deadline to complete the benefits survey has been extended an extra week and will close at 5 p.m. on Friday, April 6. HR is kindly requesting that all benefits-eligible employees participate in this important survey, which will help to determine future HACC benefit strategies. This is your opportunity to have your opinions heard regarding your benefits! The information submitted in this survey will guide the College Compensation Advisory Committee (CCAC) in making its annual recommendations.

Employees who have not yet completed the survey will receive another e-mail from Linda Munoz on Monday, April 2. Please feel free to contact Linda or members of the CCAC if you have feedback, questions or concerns.

Relocation Committee To Recommend Central Administration Site

A new committee that I (John J. –Ski” Sygielski) have convened and will chair will soon begin working to determine the future location of HACC's Central Administration. This committee will analyze both –near-campus” and –off-campus” alternatives and make a recommendation to the Board of Trustees on the best solution. Our goal is to reach this recommendation within the next 90 days. In addition to me, members of the committee are **Eleanor Bosserman, Art Campbell, Barbara Hutchinson, Joe Wojtysiak and Ron Young.**

Safety and Security Department Assessment Scheduled

On April 16-18, our Safety and Security offices will be assessed by the International Association of Campus Law Enforcement Administrators (IACLEA). Under Administrative Procedure 116 Assessing Institutional Effectiveness: College Non-Academic Service Reviews, assessment of all non-academic services must be completed every five years. Safety and Security’s last assessment was in 2003. IACLEA's team has requested meetings with a variety of constituents. Within the next few days, I (John J. –Ski” Sygielski) will send an appointment to those the team has identified. I hope you will be able to attend this important meeting. Thank you for your anticipated cooperation!

Midtown Police Sub-Station Opens

I am pleased to announce a new partnership between the Midtown Trade and Technology Center and the Harrisburg Bureau of Police. Starting April 2, the Midtown 1 building, 1523 North Fourth Street, will serve as a substation for the police bureau. Although officers will not be continuously on duty there, they will be in the building on a regular basis, using a portion of the reception area on the first floor. A large Harrisburg Bureau of Police decal will be placed on the front door. We expect the entire community as well as our students will welcome and appreciate an increased police presence in Midtown. The substation hours will be Monday – Friday, 7 a.m.–10 a.m.

IT Schedules Microsoft Outlook Email Training

Training in Microsoft Outlook, the College’s new email program, will be available for employees beginning the week of April 16. The one-hour sessions will also cover system changes that will occur with the move from Novell to the Microsoft Network Operating System. Sessions will be held at all campuses, at various times throughout the day and early evening. Employees may attend training at any campus, with supervisor approval. To sign up, go to the HR Professional Development Institute link on MyHACC. A video will be prepared for those who are unable to attend or wish to review the material. Training documentation will also be available on MyHACC. The ITS Department expects full migration to Exchange/Outlook to occur between April 23 and May 4. This will minimize the amount of time we have dual systems (both GroupWise and Outlook) to approximately two weeks. Migration from Novell to the full Microsoft system will take place from May 5 to June 1. Please see MyHACC for more FAQs as information becomes available.

State Employees’ Retirement System (SERS) and Public School Employees’ Retirement System (PSERS) Information

It has recently come to our attention that some SERS and PSERS annuitants were not aware of the rules and regulations regarding their employment at HACC. HACC is not permitted to employ SERS and PSERS annuitants unless a bona fide employment emergency or personnel shortage exists. Hiring managers should ask all potential hires if they are a SERS or PSERS annuitant before making an offer of employment. Administrative Procedure 836 has been updated to reflect the current SERS and PSERS guidelines and will be sent through the shared governance process shortly. We regret that we are not able to employ these individuals in the future, as they have been high-quality, dependable employees.

However, HACC does not want to put any of these individuals at risk of jeopardizing their pensions with SERS and PSERS. Hiring managers should check with the central human resources office if there are any questions regarding the employment of SERS or PSERS annuitants.

Expansion and Renovation of the Shumaker Public Safety Center

The new Law Enforcement Complex, which is slated to be LEED "Certified Silver" later this year, features a 25-point indoor firing range for both pistol and rifle and is on schedule to be completed in July 2012. Significant progress is underway in the new building, and interior work continues with installation of the firing range target area, classrooms, offices and locker rooms. Overall, to date, projects completed include the following: the expanded emergency vehicle obstacle course skid pad, the enclosed training tower, renovations in the Smoke and Burn buildings, relocation of the railroad tanker car and trailer environmental spill containment area, relocation of the Urban Search & Rescue area, creation of a new fire extinguisher training pad and construction of the new confined space and trench rescue area. Exterior work is focused on constructing the new parking lot and drill pad.

Student Retention Information

Thanks to **Kim Kelsey**, assistant director of institutional research, the following information shows the retention rates for students at HACC over the past 10 years. Students from each fall term were identified and tracked to determine if they returned in the succeeding spring and fall terms. The data was then broken down by campus, enrollment status, gender, age, race/ethnicity, financial aid status, academic standing and degree type.

All Students

- College-wide retention has gradually increased over the past 10 years.
- Gettysburg, Lebanon and York campuses indicated some of the best retention rates.
- Full-time students return at higher rates than part-time students.
- Females are more likely to return than males.
- The under 21 age group has the highest fall-to-spring retention, but the 25–39 age group leads in fall-to-fall retention.
- Asian/Pacific Islander students have higher retention rates than other race/ethnicities.
- Students who receive financial aid are more likely to return.

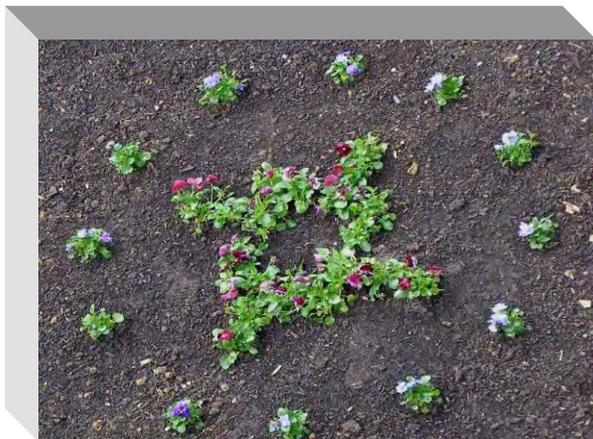
SPECIAL KUDOS

Robert Wagner's astronomy course and six collections in iTunes U have earned world-wide acclaim. He has received positive feedback from students in many countries. He has also gone beyond making his content available on iTunes U by establishing a Facebook group to bring these users together for further discussion and exploration of astronomy. With just a few more instructors like Robert, HACC may soon be reaching all 123 countries of iTunes U.

On April 29, Whitaker Center will recognize HACC's Performing Artists Series and its director, **Teri Guerissi**, for bringing major performers to the College. At almost every production, whether it is a play, musical or dance performance, Teri asks the company to have talkbacks with our student. Our students often help —load in” the show, and many times the company comes early or stays the next day to hold a workshop for our students.

Jonathan DeYoung's memoir, *Any Day is Father's Day*, which he wrote while on sabbatical a couple years ago, has been unofficially accepted for publication by WriteLife Press, Inc., of Omaha, NE.

The recent Pennsylvania Garden Expo provided an opportunity to showcase HACC's Ornamental Horticulture Program. Thanks to **Wendy Brister, Deb Eichenberger, Betty Ferster, Todd Gilbert, Brendan Hoover, Liz Letcavage, Michelle Myers, Ryan Neff, Judy Rohacek, Lou Summers, Pat Welfley, Ray Wiersma and Crystal Yost** for creating a proud and crowd-pleasing HACC presence at the expo.



<<< **Jacqueline Becker's floral version of the HACC logo** adds some extra College spirit to a new planting of more than 1,300 pansies at the York Campus. Together with volunteers **Yesigna Groft** and **Dawna Kulbacki**, the York Campus Facilities Department completed the job in just three days.

Amy Berrier and **Linda Munoz** in Human Resources have begun their journey toward certification by WorldatWork Society of Certified Professionals as a Certified Compensation Professional and a Certified Benefits Professional, respectively. WorldatWork Society of Certified Professionals is the international certifying body that ensures HR professionals have the most current knowledge and critical skills needed to keep them on the leading edge of their profession. HACC is proud to have these highly motivated individuals on our team!

As a part of the Office of Assessment, **Kerry Tombs Harling** will now facilitate the strategic planning process going forward. Thank you, **Sheila Ciotti**, for facilitating us to this point.

In partnership with the Lancaster Campus, the Lancaster Regional Medical Center will offer immunizations and titers to HACC health career students at cost. The initiative is part of a new program to provide physical examinations for students who are uninsured or under-insured. Special thanks to the following committee members for helping to start the program:

Trudy Bauer, assistant professor, nursing; **Patrice Beittel**, associate professor, counseling; **Tamara Delgado**, technician, instructional programs; **Deb Ennis**, assistant director, nursing; **Lois Schaffer**, associate professor, cardiology technology; **Rebecca Shoener**, associate professor, radiologic technology; **Jennifer VanBlargan**, assistant director, nursing; and **Brad Wolf**, campus executive dean.

Leanne Frech, campus financial aid director at Lancaster, planned and coordinated a program in collaboration with local postsecondary institutions to assist students and families with completing the financial aid form (FAFSA). Financial aid professionals and other volunteers provided additional guidance on how to apply for financial aid and apply for admission to a higher education institution.

Gettysburg Campus Facilities Assistant Supervisor **Brian Miller** recently guided a group of 15 College in the High School students enrolled in BIOL103 - Environmental Science at Gettysburg Area High School and their instructor, Steve Glassman, on a behind-the-scenes tour of the campus's best practices in storm water management and the geothermal pump room. The students learned how the campus's storm water

management practices mitigate flooding and the geothermal system operates to provide environmentally sound heating and cooling.

The newly formed student Allies group from the Lebanon Campus held a Drag Show and Diversity Dance in the Multi-Purpose Room on Friday, March 30, with thanks to **Jim Garraway**, **Errol Wizda** and the Lebanon SGA for their support and promotion of the event.

Pat Verdon recently led a communitywide initiative to address the needs of Head Start parents and to curtail the cycle of poverty due to a lack of education. Pat has convened a local group of representatives from the Lancaster-Lebanon IU, the Children's Trust Fund and the Lebanon Campus as a committee to assist parents with the enrollment process in HACC's Early Childhood Certificate Program. We are also grateful to Rep. Mauree Gingrich for her tremendous assistance and support in this project

HACC Gettysburg Campus hosted its Third Annual Legislative Roundtable on March 22. Panelists included State Senator Rich Alloway, State Representative Will Tallman and Adams County Commissioner Randy Phiel. Nearly 40 students, staff and faculty attended the roundtable, which was moderated by the SGA president, **Nathan Mackey**. HACC Gettysburg faculty members **Bill Habacivch**, **Steve Rockwood**, **Aimee Bollinger Smith**, **Beverly Stanton**, and **Joseph Winterhalter** promoted the roundtable to their students. Students from **David Florey's** SOCI201 Intro to Sociology provided questions for the panelists, reflecting both local and state wide initiatives and issues. Special thanks to Student Life, which co-sponsored the event.

Erin Rose from Gettysburg's Office of Career Services and **Maureen Hoepfer**, the director of alumni affairs with the Office of College Advancement partnered in hosting a networking event on the Gettysburg Campus. On March 19, several HACC alumni returned to campus to connect with other alumni and with current students. During the casual evening, alumni shared their career journey and experiences with current HACC students, illustrating the many places it is possible to go with a HACC degree.

Beginning in fall 2012, Academic Affairs will implement program-to-program agreements with the state universities in several programs, including psychology, mathematics, business administration, biology, chemistry and computer science. This will ensure that students who graduate from our transfer program will enter with full junior status at the transfer institution. **Kathy Doherty** (psychology) and **Kim Bannister** (art) were co-chairs for their respective program committees, and other HACC faculty served on a number of program committees over the past two years of this process.

CELEBRATIONS

Robotics Training Facility Opens in Chambersburg

Robots from HACC are opening the door to a new local workforce training program for students in Franklin County. Representatives from HACC and the Motoman Robotics Division of Yaskawa America Inc. celebrated the opening of a new robotics facility in the Chambersburg Mall with a ribbon-cutting on March 1. **Tom Lepp**, HACC mechatronics instructor, is leading a new partnership there with the Miamisburg, Ohio-based company, which has created a training program that it hopes to pair with colleges and universities in every state.

–So many industries are heavily into robotics these days," Lepp said. "Even the medical industry is -- at Chambersburg Hospital they have a GE da Vinci system. The need for technicians, programmers and

maintenance folk is increasing daily." Fourteen students are currently earning credits in the Introduction to Industrial Robotics course. The program, which prepares students for industry certification, also offers non-credit training in basic and advanced programming and robotics maintenance.



<<Assisted by two robots, **Ron Young**, HACC provost and vice president of academic affairs and enrollment management, cuts the ribbon to signal the opening of HACC's Motoman robotics training facility at the Chambersburg Mall. With him are, from left, Tom Lepp;, HACC mechatronics instructor, **Evelyn Weaver**, HACC Franklin County coordinator; Steve

Holland, Motoman training manager; **Cindy Reiner**, dean of workforce training; and **Shannon Harvey**, interim vice president for HACC-Gettysburg Campus.

College Wide Assessment Committee

The College Wide Assessment Committee (CWAC) met for the first time on March 15. Among its first tasks is completion of a new General Education proposal, as called for by the General Education and Core report that was released after the fall 2011 pilot assessment. The CWAC will submit its proposal to the Academics House in early April. The committee, which is chaired by **Matt Harris** and made up of two representatives from each division, will attend the 4th Annual Assessment Summit, titled "Closing the Loop: Improving teaching and Learning," at Lehigh Carbon Community College on April 20. Members will also go through a training program at the end of the spring semester.

The CWAC has planned three upcoming in-service sessions:

- "Mythbusters: Assessment Edition" – by **Matt Harris**
- "What on Earth does Institutional Effectiveness have to do with me?" – by **Kerry Tombs-Harling**, Dean, Institutional Effectiveness
- "Information Anyone? How Institutional Research Can Help With Your Assessment Projects" – by **Glen Lum**, Director of Institutional Research

Accreditation Update

We are in the concluding phase of the periodic review for Middle States Accreditation conducted by a task force of our colleagues. This periodic review has examined the College's response to the 2007 self-study and Middle States recommendations, its challenges and opportunities in the past five years, its finances, institutional effectiveness and assessment of student learning. The process has revealed the important role accreditation plays by focusing the College's strategic planning and other functions. We have learned the 2007 self-study formed the basis for many improvements and changes that have

happened at the College: the reorganization of the College three years ago, assessment of student learning, strategic enrollment management, institutional effectiveness and efficiency and improvements in administrative procedures as they are reviewed by governance bodies. The College is performing well with regards to its Middle States accreditation; however, the periodic review has revealed areas where the College can continue to improve. To learn more, come to the forums which will be held at each campus by the periodic review co-chairs **Jeb Baxter and Kathy Brickner**. These forums will be held during the week of April 9, followed by an open review and comment period for the report.

New Trustee Joins Board

Mr. Ty D. Strohl of Camp Hill is the newest member of the College's Board of Trustees. Mr. Strohl is an advocate of education, currently serving as a member of the Board of Education of St. Joseph's Catholic School in Mechanicsburg and as president of the Board of Directors of Collegian Inc. at The Pennsylvania State University. He is inside sales manager at MSC Industrial Supply Co., a national company with locations in York and Jonestown.

SGA to fund Midtown-Harrisburg Campus Bus Service

HACC's Student Government Association will provide \$10,000 in funding to continue operation of the Midtown-Harrisburg Campus bus route for the fall 2012 semester. The route has proven beneficial to students taking courses at both locations, and ridership is expected to increase in the fall.

Alumni Remember Outstanding HACC Faculty

The importance of faculty in the lives of our students and alumni was clearly evident this week when a simple question – Who was your favorite faculty member? – was posted on the HACC alumni Facebook and LinkedIn sites. The question evoked a significant number of responses from alumni who talked about specific faculty members and the impact they had on their lives. This week, alumna **Autumn Ayers**, lead singer of the Squonk Opera who performed March 27 at the Rose Lehrman Arts Center, cited faculty when asked what made HACC special. –My teachers at HACC were wonderful,” she said when interviewed. –The education I received at my four-year college didn't compare to the caliber of my classes at HACC.”

Alumni Come Back to HACC

Our alumni are coming back to campus and getting more involved thanks to recent events planned collaboratively by our alumni staff, career services personnel, student services and community development officers (CDOs). Career counselor **Howard Alexander** brought five young alumni back to the Harrisburg Campus on Feb. 16 to discuss –Life After College” at the Cooper Student Center. On March 8, 12 alumni participated in the Harrisburg Campus' Career Information Fair in which close to 200 high school juniors participated. Eight alumni shared their career experiences with more than 20 students on March 19 at an informal –Alumni Coffee Hour” organized by career counselor **Erin Rose** and CDO **Judy Alder** at the Gettysburg Campus. In the coming months, the Lancaster Campus is sponsoring a –Come Back to HACC” networking reception for alumni on April 12 thanks to the efforts of campus vice president **Marshall Washington**, CDO **David Carl** and administrative office specialist (Lancaster) **Holly King**. On April 19, CDO **Ken Phelps** and student life coordinator **Errol Wizda** are hosting an Alumni/Student Networking dinner at HACC Lebanon. York Campus CDO **Lise Levin** is encouraging alumni to participate in the HACC Dash 5K for Scholarships scheduled for May 13 on the York Campus, and alumni can explore the Big Apple on May 26 on a bus trip sponsored by the HACC Alumni Association.

HACC Lebanon Celebrates Local Artists

HACC Lebanon will host an art reception on Friday, April 13 to recognize the local and student artists who now have their works displayed at the Lebanon Campus. This event is in conjunction with the monthly First Friday Art Walk in downtown Lebanon, and a big thank-you goes to the Lebanon Campus Arts Committee and the SGA for their leadership in this event.

The Future of Textbook Publishing

The Bookstore and Academic Affairs Teams have been working together to educate themselves and faculty about Flatworld Knowledge Publishing, a college textbook publishing company with a mission: to use technology and innovative business models to lower costs, increase access and personalize learning worldwide. Their open textbook model gives faculty complete control over the content just like a custom book. Students have a choice of low-cost print and digital formats, including a free online reader. Visit this Web site to learn more: <http://flatworldknowledge.com/educators>

Jason Nielson, an accounting instructor from the Lancaster Campus, is currently using one of their textbooks for ACCT 101. Cost to students for their title is \$41.95, where the core textbook bundle for that class sells from \$188.95 to \$238.95. The Bookstore is also working to form a Bookstore Task Force Committee with team members from the Bookstore, faculty, administrators, staff and students so they can work together to give our students the most affordable textbook options.

Welcome, Students!

The Welcome Center at the Harrisburg Campus's Cooper Student Center is more welcoming and convenient to students than ever, thanks to a variety of recent improvements, including a comfortable seating area and a queuing system to reduce wait times. Financial Aid offices have moved directly across from the Welcome Center to provide easier access for students, and the Military and Veterans Affairs Office has moved to a more confidential office area. Special thanks to **Crystal Scheib** for her initiative and help with coordination of this effort!

All Pennsylvania Academic Team Banquet and Awards Ceremony >>>

Monday evening, April 2, 2012, administrators from each of our campuses joined me at Hershey Lodge to celebrate and honor students from each of our campuses who have achieved special academic recognition.



Virtual Campus Resolving D2L E-mail Issue

Work continues toward resolving the FERPA issue that caused the deactivation of student internal e-mail within D2L. We have a solution that has performed very well in our test environment, but we continue working on an outstanding issue related to non-credit students who are assigned H-numbers but not assigned HAWKMail addresses. Once this is resolved, we will move forward with testing in the production environment with a roll-out to all users shortly afterward. The next meeting on Monday, April 2 with D2L representatives should clear the way for final testing to begin.

Scholarships Available for Virtual Campus Students

Penn National Insurance is offering five \$1,000.00 scholarships to qualified Virtual Campus students beginning with the fall 2012 semester. The scholarships are for students enrolled in at least six, but less than 12 credits, of Virtual Campus courses. Complete details and the application are available at http://www.hacc.edu/VirtualCampus/upload/PNI_scholarship_application.pdf.

BOOKS

I am reading the following books:

Creative Thinkering (Michalko, M.)

Disrupting Class: How Disruptive Innovation Will Change the Way the World Learns (Johnson, Horn and Christensen)

Inevitable: Mass Customized Learning (McGarvey, B.)

Rivthead: Tales from the Assembly Line (Hamper, B.)

QUOTES

As we investigate ways to become more efficient and enhance our service to each other and, most importantly, our students, I continue to reflect on some of Edward Deming's points for continuous quality improvement:

- 1) Create constancy of purpose.
- 2) Adopt a new philosophy.
- 3) Improve constantly and forever the system of...service.
- 4) Institute training on the job.
- 5) Institute leadership.
- 6) Drive out fear.
- 7) Break down barriers between departments.
- 8) Institute a vigorous program of education and self-improvement.
- 9) Put everyone in the [organization] to work to accomplish the transformation.

As always, if you have any questions about any of the information contained within this SKI GRAM, please contact me. Thank you!