

BOARD OF TRUSTEES  
HAGERSTOWN COMMUNITY COLLEGE  
Hagerstown, Maryland

**Luncheon and Business Meeting**  
**November 12, 2004, 12:00 Noon**  
**Administration and Student Affairs Building Board Room**

**AGENDA**

**Luncheon (12:00 – 1:00 PM)**

- I. Call to Order
- II. Introduce Student Nominees for the All USA Academic Team (*Attachment*) (Tab 1)
- III. Background on H. Clay Whitlow, New Executive Director of MACC (*Attachment*) (Tab 1)
- IV. Review Draft Agenda for December 21<sup>st</sup> Joint Meeting with HCC Foundation (*Attachment*) (Tab 1)

**Business Topics (1:00 – 2:30)**

- V. Approval of Minutes
  - A. October 19, 2004 Regular Meeting Minutes (*Attachment*) (ACTION) (Tab 2)
- VI. Reports from Campus Groups
  - A. HCC Faculty Assembly
  - B. Student Government Association
- VII. President's Report
  - A. Women's Volleyball Team Going to the Nationals
  - B. Introduction of Holiday Card Contest Winners (*Attachment*)(Tab 3)
  - C. Discussion of Middle States Team Exit Report (*Attachment*) (Tab 4)
  - D. Institutional Priorities 2005-06 (*Attachment*) (Tab 5)
  - E. Recommended Operating Budget Request from the County (*Attachment*) (Tab 6)
- VIII. Monthly and Special Reports
  - A. Financial (*Attachment*) (ACTION) (Tab 7)
  - B. Personnel (*Attachment*) (ACTION) (Tab 8)
- IX. Old Business
  - A. Update of the HCC Information Technology Plan (*Separate Document*)
  - B. Follow-up on ARCC Industrial Fans (*Attachment*) (Tab 9)
- X. New Business
  - A. New Employee Handbook (*Separate Document*)
- XI. Citizen Participation
- XII. Remarks from Trustees
- XIII. Adjournment of Monthly Meeting and Meet with Washington County Legislative Delegation at 2:30 PM in the College Center
- XIV. Joint Meeting Agenda and Discussion Topics (*Attachment*) (Tab 10)