

BOARD OF TRUSTEES  
HAGERSTOWN COMMUNITY COLLEGE  
Hagerstown, Maryland

**Luncheon and Business Meeting**  
**April 19, 2005, 12:00 Noon**  
**Administration and Student Affairs Board Room**

**(11:00 AM Audit Committee Meeting – College Center)**

**AGENDA**

**Luncheon (12 noon – 12:55 PM)**

- I. Call to Order
- II. Welcome to newly appointed Trustee Pamela Christoffel and congratulations to reappointed Trustee, Carolyn Brooks
- III. Meet with New Division Chairs and Directors (Margaret Spivey, Bev Yeagle, and Carolyn Albright)

**Business Topics and Action Items (1:00 – 3:00)**

- IV. Approval of Minutes
  - A. March 15, 2005 Joint Meeting Minutes (*Attachment*) (**ACTION**) (**Tab 1**)
  - B. March 15, 2005 Regular Meeting Minutes (*Attachment*) (**ACTION**) (**Tab 1**)
- V. Reports from Campus Groups
  - A. HCC Faculty Assembly
  - B. Student Government Association
- VI. President's Report
  - A. Board Briefing Summaries (*Attachment*) (**Tab 2**)
  - B. Financial Disclosure Statements
  - C. Recommended Changes in the Titles and Functions of Several Executive Officers (*Attachment*) (**ACTION**) (**Tab 2**)
- VII. Monthly and Special Reports
  - A. Personnel (*Attachment*) (**ACTION**) (**Tab 3**)
  - B. Financial (*Attachment*) (**ACTION**) (**Tab 4**)
  - C. Special Reports
    - 1. Selection of Auditors for Three Year Contract (*Recommendation by Audit Committee*)
- VIII. Old Business
  - A. Board Retreat May 10<sup>th</sup> (**Report by Trustee Dahbura**) (*Attachment*) (**Tab 5**)
  - B. Update of Course Fees for Fall 2005 (*Attachment*) (**ACTION**) (**Tab 5**)
- IX. New Business
  - A. Proposed Continuing Education Fees for FY06 (*Attachment*) (**ACTION**) (**Tab 6**)
  - B. Review Maryland National Guard Tuition Discount (*Attachment*) (**ACTION**) (**Tab 6**)
  - C. Proposed Budget Adjustments for FY05 (*Attachment*) (**ACTION**) (**Tab 7**)
  - D. Proposal to Expand ESSENCE Program to Out-of-County and Out-of-State Students (ESSENCE II) (*Attachment*) (**ACTION**) (**Tab 8**)
  - E. Approval of May Candidates for Certificates and Degrees (*Attachment*)(**ACTION**)(**Tab 9**)
  - F. Approval of Proposed Faculty Promotions for FY06 (*Attachment*) (**ACTION**) (**Tab 10**)

- X. Citizen Participation
- XI. Remarks from Trustees
- XII. Adjournment of Monthly Meeting