

**President's Cabinet  
Meeting Minutes  
March 7, 2006**

Present: Guy Altieri, Anna Barker, Judith Oleks, Donna Rudy, Michael Seger, George Soterin, Beth Stull, Spring Ward

The minutes from the February 14 meeting were approved for distribution.

**President's Report**

**County Zoning Board and Maryland Department of the Environment Hearings**

Hearings were recently held regarding neighboring residents' concerns over the proposed changes to the campus loop road. George Soterin presented information for HCC. Dr. Altieri reported that both hearings went well and he expects positive outcomes from each. The main issue now involves time delays.

**Consultant Study for Wet Labs in TIC**

Dr. Altieri recently met with the assistant secretary from Maryland DBED regarding a study for the need to establish biotech and medical lab tech wet labs in the TIC. This would be done in support of bioscience start-up companies being formed in the region, especially in relation to the increased research and development planned for Fort Detrick. At this point, it looks promising that HCC will receive funds from DBED for this initiative. HCC would use the money to add wet labs to the TIC. Dr. Oleks and the science faculty are already exploring the related curricula.

**Governor's Proposal to add \$2 Million to CBP Renovation**

Dr. Altieri will attend upcoming hearings in Annapolis in support of the governor's proposal to add \$2 million to the CIP funding for the renovation of the Career Programs Building.

**March Madness in ARCC**

March is a busy month in the ARCC, with several events that attract thousands of visitors. The Downtown Rotary Club recently hosted a bull and oyster roast there, with approximately 700 attendees. The Home Show is scheduled for March 11 and 12 and the Alumni Association Flower and Garden Show is scheduled for March 18 and 19.

**Submission of Nursing Grant**

HCC is applying for a \$4 million grant through the Health Services Cost Review Commission to start an evening and weekend nursing program. The award is expected to be announced this spring. If HCC receives the grant, the new nursing program could begin as early as January 2007.

**Joint Meeting of the Trustees and the County Commissioners**

County Commissioners will meet with the HCC board of trustees on March 21. Discussion topics will include wet labs in the TIC and biotech curriculum, as well as the possibility of a county police/fire/emergency services academy. Dr. Altieri expects they

might also probe into the issue of competitive salaries. Three students have been identified to speak about their HCC experiences.

## **Discussion**

### **Catalog Timeline**

Beth Stull reported that production for the next catalog appears to be on schedule at this point, with an expected delivery to campus on May 30. Judy Oleks confirmed that there will be a few footnotes for programs pending MHEC approval. Information about the 60<sup>th</sup> anniversary of the college will be included in this edition of the catalog.

### **Updates on Graduation and Honors Convocation**

Preparations are underway for these activities. Judy Oleks will talk with Academic Council about the particular student awards to be given at the Honors Convocation.

### **College Picnic and Retiree Reception**

The Committee on PAR is organizing the all-college picnic, which will be held on Friday, May 12. HR will coordinate the reception for retirees to be held on May 22. Currently there are two retirees to honor this year.

### **Hawks and Suns Baseball Game**

The exhibition game is scheduled for Tuesday, April 4 at Municipal Stadium. Tickets are available through the athletics department.

### **FY07 Plan and Budget**

Anna Barker reported that the preliminary work has been done. A few specifics need to be resolved. She will present an overview at the March board meeting.

### **Master Class Schedule for Fall**

Judy Oleks reported that academic officers are communicating and coordinating efforts to produce a good schedule. She will research what's being planned for Summit Health. A brochure for Greencastle-Antrim College Academy is in the works.

## **Other Business**

### **Facility Project Updates**

George Soterin stated that small details need to be resolved with regard to the relocation of offices currently in the CP Building. He is considering a small storage rental unit for campus.

### **Cabinet Member Reports**

- **Michael Seger** – The all-college forum to discuss results from the salary survey will be scheduled for March 23.
- **Judy Oleks** – The sheriff's department is pursuing the possibility of courses to be offered at their sites. She and Donna Rudy will attend the MCTC graduation this week.
- **Donna Rudy** – HCC student and track team member Tony Clement placed third in the national mile competition with a personal record of 4:10. A search for a

new coordinator of career development and workplace learning is underway. Enrollment for spring is currently up .7 percent in headcount.

- **Anna Barker** – HCC is working with USM and the City of Hagerstown to explore possible solutions to bandwidth issues. This topic will be discussed at the next meeting of the Technology Council.
- **Spring Ward** – Some faculty have asked about emergency phones in the campus buildings. (Anna Barker said that phones were to be added that could call ext. 308 and 911. She will check on the status of this.) PAR will host a “soup and loop” on March 22. The Herald-Mail and the League of Women Voters are interested in joining in HCC’s efforts to host candidate forums in the fall.