

**President's Cabinet
Meeting Minutes
February 6, 2007**

Present: Guy Altieri, Anna Barker, Barbara Macht, Judy Oleks, Donna Rudy, Michael Seger, Brian Struntz, Beth Stull and Spring Ward

Minutes from the January 2 meeting were approved as corrected.

President's Report

County Funding Request

Dr. Altieri reported that he recently met with County Commissioner President John Barr. He was pleased to learn that Mr. Barr was already aware of HCC's county funding being below the statewide average. Mr. Barr did stress, however, that HCC's CIP request may be a challenge, given the extent of overall county CIP requests. An HCC orientation session for the new county commissioners is scheduled. Dr. Altieri pointed out that all five of the commissioners have attended HCC and three are graduates.

Report from Annapolis

HCC is requesting approximately \$900,000 in state CIP funds to equip the CP Building, out of a total \$3 million. Anna Barker is preparing a list of equipment that qualifies for the state funding. Dr. Altieri suggested that a follow-up meeting be held to give faculty members and division chairs the opportunity to give input.

Adult Education and ESL

MACC is pushing for additional funds for the state's adult education programs. Since HCC's enrollment in this area is growing, it is likely funding will increase.

Change in State Cabinet Positions

With the change in governors, state cabinet positions are also changing. This includes a new secretary for MHEC.

HBC Petition for Baccalaureate Programs

HBC is seeking MHEC's approval to offer baccalaureate programs. The University system is adamantly opposed. A decision should be made in the next few months.

Ft. Detrick and Ft. Ritchie

HCC is in active discussions with both bases regarding possible programmatic offerings. Both locations expect substantial employee increases. Ft. Detrick will be home to 38 different government agencies and expects to hire as many as 5,000 employees over the next five to ten years. Due to the nature of the work, many of the employees will need additional training. Dr. Altieri hopes that HCC will be able to have a presence at Ft. Detrick similar to the Valley Mall Center (long-term lease).

Possible Doctoral Cohort Program at HCC

Dr. Altieri is planning to send an e-mail to faculty and administrators to gauge interest in the possible creation of a cohort of students to pursue a doctoral program administered by a regional university and conducted on the HCC campus. If necessary, the offer may be extended to employees at other area educational institutions as a means to ensure a large enough group. With substantial interest, an RFP will be prepared and sent to five to six universities.

Discussion

State of the County

Dr. Altieri distributed copies of the PowerPoint presentation from the State of the County breakfast meeting, sponsored by the Chamber of Commerce. He highlighted the fact that 60 percent of the county budget goes to education.

Student Drug Policy

Donna Rudy reviewed a draft of the Student Drug and Alcohol Abuse Policy developed by the Student Affairs governance committee. Following a brief discussion, minor revisions were suggested. Donna will make the changes and share the revised copy with her committee.

Board Agenda Topics

Dr. Altieri led a brief discussion related to the following topics scheduled for the February board meeting:

- First draft of the FY08 Plan and Budget
- Spring Enrollment Report
- First draft of the Long Range Financial Plan
- Fee Schedule for FY08
- Draft agenda for March meeting with County Commissioners
- Policy Items from Shared Governance committees
- Routine reports (Finance and Personnel)

Cabinet Member Reports

- Brian Struntz reviewed the program status for the CP Building renovation and loop road. He and Anna Barker are preparing the numbers on extra expenses due to the January power outage, which will be presented to Hetzer for reimbursement.
- Donna Rudy reviewed enrollment numbers and course offerings in dual enrollment programs. She also highlighted the fact that spring enrollment is up nearly four percent in total credits and total FTE.
- Beth Stull reminded cabinet members that deadlines for catalog changes are coming up in the next few weeks.
- Spring Ward reported that she and Renee Earley will be taking a group of HCC students to Student Advocacy Day in Annapolis on February 14.
- Judy Oleks reported that she and Donna Rudy recently met with Jennifer Fisher and Bev Yeagle to discuss agreements with area high schools. The suggestion is to have a general agreement, with a separate addendum for each school.

- Dr. Altieri reported that HCC was recently honored by the Mid-Atlantic Chamber of Commerce for its work in providing educational opportunities for the Hispanic population.