

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Joint Meeting with County Commissioners
March 20, 2007*

The annual Joint Meeting of the Board of Trustees of Hagerstown Community College and the Washington County Commissioners was held on Tuesday, March 20, 2007, in the College Center Conference Rooms 1 and 2, beginning at 12:00 noon. In attendance:

Board Members

Wayne E. Alter, Jr.
Guy Altieri, Secretary / President
Carolyn W. Brooks, Vice-Chair
Pamela Christoffel
Anton T. Dahbura, Chair
Merle S. Elliott
Margaret E. Hetzer
Richard W. Phoebus

HCC Affiliates

Jamie Bachtell – Coordinator, Disability Services
Anna Barker – Vice President, Administration and Finance
Tony Clement – HCC Student
Diana Keely – HCC Student
Barbara Macht – Dean, Planning and Institutional Effectiveness
Barbara Roulette – Recording Secretary
Donna Rudy – Dean, Student Affairs
Danielle Shives – HCC Student
Spring Ward – Chair, Faculty Assembly

Washington County Government

Kristin Aleshire – County Commissioner
Terry Baker – Vice President, County Commissioner
John Barr – President, County Commissioner
James Kercheval – County Commissioner
Debra Murray – Director, Budget and Finance
Gregory Murray – County Administrator
William Wivell – County Commissioner

Call To Order

Chair Dahbura presided and convened the joint meeting at 12:06 PM.

Report to the Commissioners

President Altieri presented a Powerpoint. Discussion included the College's role in enhancing county economic and cultural development, grants and private funds as additional sources of funding, the proposed plan and operating budget for FY08, and facilities improvements and CIP financial support through 2014.

Student Speakers

Diana Keely, Tony Clement, and Danielle Shives, all of whom will graduate in May 2007, discussed their experiences at Hagerstown Community College. All agreed that HCC provided an opportunity to get a quality education at an affordable price. In addition, they could adjust to college life in a smaller setting and closer to home prior to transferring to a four-year institution. All agreed HCC was an excellent choice for them.

Proposed Plan and Budget for 2007 - 2008

In a discussion regarding the number of HCC students who require remedial work, Commissioner Wivell requested a breakdown of the data by county and high school. Dean Macht's office will compile and forward this information.

The College's operating budget for FY08 of \$26.9 million includes a request for a 15% increase in county funding over FY07. This increase would help to maintain the county's percentage of revenue at 29%, which is below the state average of 35% in FY07. This increase in revenue is needed to keep pace with the enrollment growth already realized over the past five years, and the growth projected to be a result of new programs, such as biotechnology, ultrasound, pharmacy tech, and medical lab tech, all of which are on track to begin over the next several years. These programs, which would provide the County with a highly skilled workforce to fill high wage jobs, are also expensive to implement.

President Altieri emphasized that HCC, as the community's college, strives to provide a quality post-secondary education at an affordable price, and also remains responsive to community workforce development needs through course and program development. While the college continues to cultivate alternative funding opportunities through grants and private funding, the County portion of the College's budget remains a crucial component for continued growth and expansion.

A Review of Capital Improvement Projects

President Altieri emphasized that the College has a very high building use efficiency, with year round, seven days per week scheduling. Temporary buildings have not been used as a stop gap measure to meet the increasing capacity needs. In reviewing capital improvement projects, President Altieri said that renovations to the Career Programs Building, currently underway, would provide additional instructional space, including state-of-the-art labs for the Health

Sciences programs. In addition, the Arts and Sciences complex, which is slated to begin in FY09, would greatly expand and upgrade instructional facilities, including renovating the current Classroom Building and the Science Building. Neither of these facilities, including the science labs, have been upgraded since the buildings were constructed. New construction of about 65,000 S.F. would be programmed into the new and renovated complex for science, humanities, and social science interaction.

Comments from Trustees

The trustees reiterated HCC's importance to the community, serving as an economic engine by providing a skilled workforce that helps to attract businesses to Washington County. Each trustee expressed thanks to the Commissioners for their past support and for their consideration of the current request for funding for FY08.

Comments from Commissioners

President Barr noted that all of the Commissioners attended HCC, and therefore recognized its value to the community. Mr. Kercheval said the Commissioners were appreciative of the partnerships the College has forged with area businesses and health care organizations. He also asked that CIP requests be as solid as possible as far in advance as possible for more accurate long range financial planning. He further pointed out that budget and funding decisions were based on what the County could afford rather than which request was the most deserving.

Adjournment

There being no further business or discussion, the joint meeting was adjourned at 1:46 PM.

Respectfully submitted,

Guy Altieri, Ed.D.
President/Secretary

GA/bwr