

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Joint Meeting
December 18, 2007*

A Joint Meeting of the Board of Trustees and Foundation Executive Committee of Hagerstown Community College was held on Tuesday, December 18, 2007, at the Plaza Hotel in the Cumberland South Room, beginning at 12:00 noon. In attendance:

Board Members

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

HCC Affiliates

Anna Barker – Vice President, Administration and Finance
Carolyn Cox – Director, Financial Aid
Barbara Roulette – Recording Secretary
Donna Rudy – Dean, Student Affairs

HCC Foundation Board Executive Committee

Lieba J. Cohen - Foundation Director
Roger Fairbourn - President
William F. Fritts, II – Treasurer
Mark D. Harrell – Vice-President
William L. Mann - Campaign Coordinator

Call To Order

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

Foundation Report

Annual Recap

President Fairbourn reported that three new members joined the Foundation Board effective July 1, 2007, two members resigned, and two vacancies still remained. The Ben Jones Art Show and Sale was held on November 16 and 17, 2007, and netted \$28,000. Planned activities for the

coming year included the Snook Tribute on March 28, 2008, the completion of the \$5M Scholarship and Capital Campaign in spring 2008, and the Donor Recognition in April 2008.

Ms. Cohen said that a total of twelve named scholarships were new or completed. The Sioda Scholarship Fund will be increased and will fund any shortfall. The original donation of \$100,000 is augmented by interest on real estate holdings. This program provides financial aid for HCC students through their transfer to four-year institutions. Three students who have transferred are currently in the program. The overall giving level in 2007 increased to \$233,000, bringing the endowment to a total of \$8.5 million, including real estate.

“A Real and Worthy Purpose” Campaign Update

Funds raised to date, including cash, in-kind donations, and pledges were \$889,326 for the CP Building, \$788,306 for the Waltersdorf-Henson Challenge, and \$1,714,000 for the HCC Foundation. The funds raised for The Waltersdorf-Henson Challenge reached the two-thirds mark, which was required to receive matching funds. Including that match, the total contributions toward the \$5 million campaign were \$4.2 million. The Foundation asked the trustees to help them raise the last \$800,000 by identifying and contacting potential donors.

University System of Maryland Foundation

Discussion ensued regarding the investment opportunity with the University System of Maryland Foundation. Frederick Community College and Allegany College have joined, while the other community colleges in Maryland are still undecided. Mr. Fairbourn said that the HCC Foundation, recognizing that it is a huge decision, is still weighing the pros and cons.

Special Reports

Special November 28th MACC Meeting for Trustee Chairs and Foundation Representatives

Chair Dahbura and Foundation Vice President Mark Harrell attended the MACC Meeting for Trustee Chairs and Foundation Representatives on November 28, 2007. Chair Dahbura said that most of the discussion centered on the decisions of the Base Realignment and Closure Commission (BRAC) and their impact on Maryland. There was also discussion about the outcome of the Maryland special legislative session regarding the operating and CIP budgets.

Student Financial Support Report

Financial Aid

Dean Rudy and Ms. Cox discussed the Student Financial Support Report. There has been an upward trend in the total amount of assistance provided through all financial aid sources from \$4,774,016 in FY05 to \$6,227,856 in FY07. The two largest financial aid programs in FY07 were the Stafford Student Loans (\$2,458,388) and the Pell Grant (\$1,957,225). Ms. Cox said the maximum in-state Pell Grant award is \$4310 for two semesters, and the average award is \$2500.

Administration of Student Loan Programs

Ms. Cox said that HCC is revising office procedures to meet the amended guidelines being set by the U. S. Department of Education to deter financial aid abuses. The following criteria are used to develop the College's "preferred lender" list: (1) front end fees/benefits for borrowers, (2) repayment incentives/benefits for borrowers, (3) timeliness of lender's disbursement of funds to students, (4) quality of customer service to students and administrators, (5) on-line and web products offered, and (6) name recognition and stability of lender. A more formalized annual Request for Information (RFI) process will be used in January 2008 to determine the published lender list. Several trustees felt that the Board should be made aware of the selection process, but should not see or act on the preferred lender list. HCC's response to Maryland's Attorney General regarding financial aid practices will be discussed more fully at a future Board meeting.

Foundation Scholarships

Ms. Cohen discussed the Foundation Scholarships and the participation of the HCC alumni and the Alumni Association in the Foundation's fund raising efforts. The first phone-a-thon, conducted over seven nights and targeting HCC alumni, raised nearly \$10,000. Early year alumni classes received a letter regarding the Pension Protection Act. In discussing the value of the Alumni Association members, Ms. Cohen pointed out that HCC is very fortunate, since not every community college in Maryland has an Alumni Association. Alumni volunteers were very active with 60th Anniversary events. Various ages are represented on the Alumni Board of Directors, and class captains have been established to recruit Alumni Association members from the younger graduating classes.

Mr. Fairbourn said that a Donor Club, that would be the corps group for future financial donations to the Foundation, was being formed. All parties who have been approached have agreed to come to the table for further discussion.

Other Questions and Comments from Trustees and Foundation Members

The Trustees expressed appreciation for the hard work by the Foundation Board and staff.

Adjournment

There being no further business or discussion, the joint meeting was adjourned at 1:50 pm. The regularly scheduled meeting followed immediately in the same location.

Respectfully submitted,

Guy Altieri, Ed.D.
President/Secretary