

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Joint Meeting with the County Commissioners
April 1, 2008*

The annual Joint Meeting of the Board of Trustees of Hagerstown Community College and the Washington County Commissioners was held on Tuesday, April 1, 2008, in the Career Programs Building, Room 160, 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

Steven Alter – HCC Graduate
Anna Barker – Vice President, Administration and Finance
Lindsey Hollenshead – HCC Student
Barbara Macht – Dean, Planning and Institutional Effectiveness
Barbara Roulette – Recording Secretary
Donna Rudy – Dean, Student Affairs
Elizabeth Stull – Director, Public Information and Government Relations

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
Michael Thompson – Director, Planning and Community Development
William Wivell – County Commissioner

Others

Josh Bowman – Reporter, The Herald Mail

Call To Order

Chair Dahbura presided and convened the joint meeting at 12:35 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 FY09, and facilities improvements and CIP financial support.

Student Speakers

Steven Alter, a 2007 HCC graduate, and Lindsey Hollenshead, scheduled to graduate in May 2008, discussed their experiences at Hagerstown Community College. Both 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. Steven, who is currently attending Shepherd University, credited HCC with setting him on the right path, both in his academic pursuits and in his life. Lindsey said that her involvement in campus government has provided knowledge and experience she might not otherwise have gained. Both agreed HCC was an excellent choice for them.

Proposed Plan and Budget for 2008 - 2009

The College's operating budget for FY09 of \$29 million included a County allocation of \$8.7 million, or 30% of the total revenue. 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 had a high building use efficiency rate, with year round, seven days per week scheduling. 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, has been upgraded since the buildings were constructed. The requested County allocation for FY09 is \$5.3 million. *HCC's list of CIP projects and the County's list of CIP projects to be funded differed, but the Commissioners said they were still working on their list.*

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 FY09.

Comments from Commissioners

The Commissioners generally expressed support for the College. Mr. Kercheval said that the Commissioners do not project significant revenue increases in the next six years, and asked that long range CIP requests remain as stable as possible to provide the County with a workable plan. He further pointed out that budget and funding decisions were based on what the County could afford rather than which request was considered the most deserving.

Adjournment to Closed Session

There being no further business or discussion, it was moved, seconded, and approved to adjourn at 1:35 pm to closed executive session to discuss personnel issues and/or other personnel matters affecting one or more individuals, and exercise executive function privilege.

In closed session, the Trustees discussed one (1) Board administration matter, and one (1) personnel issue relating to the appointment, employment, assignment, promotion, or compensation of appointees, employees or officials over whom the Trustees have jurisdiction. Present during closed session were Trustees Carolyn W. Brooks, Pamela Christoffel, Anton T. Dahbura, Margaret E. Hetzer, Merle S. Elliott, Richard W. Phoebus, Sr., and Gregory I. Snook. President Guy Altieri and Barbara Roulette, Recording Secretary, were also present.

Respectfully submitted,

Guy Altieri, Ed.D.
President/Secretary

GA/bwr