

**President's Cabinet
Meeting Minutes
December 14, 2010**

Present: Guy Altieri, Anna Barker, Barbara Macht, Donna Marriott, Joe Marschner, Judy Oleks, Donna Rudy, Theresa Shank, Robert Spong, Beth Stull

Minutes from the November 2 meeting for approved for distribution.

President's Report

State News

Dr. Altieri reported that there are several personnel changes on the horizon in Annapolis. MHEC Secretary Lyons is retiring; MACC Executive Director Clay Whitlow is resigning after the legislative session; and USM Chancellor Brit Kirwan is in the last year of his current contract and there is speculation that he may retire after his current contract expires next year. Dr. Altieri is concerned that these changes may prompt the Gov. and Lt. Gov. to reshape the state's educational system to merge the chancellor and MHEC secretary into one position. There is uncertainty about how this may affect decisions and budgets for community colleges.

On the budget front, a major cut is expected in CIP dollars for K to 12. At this point, we expect the community college CIP funding to stay in place at the \$80 million mark, which will cover the current HCC projects. Funding for public employee pensions is expected to change during the upcoming legislative session. The impact that this will have on HCC is uncertain and something we will need to continue to monitor.

Middle States Request for Follow-Up

HCC received a notice of continued accreditation from Middle States, however, a report was requested by next October on outcomes assessment. Dr. Altieri feels confident that the information exists, but needs to be pulled from various sources.

CFHCC Spring Open Forum

The report on the Commission of the Future of HCC is expected to be ready to share with the college community by spring. Dr. Altieri would like to hold a campus-wide open forum in March or April to discuss this in detail. Feedback will be used in drafting the revised Strategic Plan 2016. The 2011 community report will focus on the work of the commission.

Discussion

MLK/Diversity Day Celebration

Donna Rudy reported that the planning committee is having a prep meeting later today. She will distribute an e-mail to cabinet members with greater detail tomorrow. The event will be held on Monday, January 17 from 1 to 3 p.m. Program will include a choir performance, "I have a dream" presentation by Rev. Mency, a poetry reading in Spanish and English, a Turkish Club presentation, and musical performances.

Campus Construction and Public Information

Complaints about noise related to construction have been relatively few. Bob Spong, Gerard Rath, Judy Oleks, Leigh-Anne Mauk, and Beth Stull having been working together to address the ways in which to best handle release of information, including social media. It will be important to be proactive in sharing information for the spring semester as a significant challenge will be access to the Science Building once the stairs to Kepler have been closed.

January Workshop Schedule

Judy Oleks distributed copies of the agenda for the workshop. It will be held January 4, 5, and 6 in the Classroom Building auditorium. The colloquium will be held on Wednesday, January 5 at 9 a.m.

HCC Holiday Reception

The employee reception will be held Friday, January 7, from 4 to 6 p.m. in the Elliott Center. Campus food services will cater the event. Invitations have been sent.

Update on Spring 2011 Enrollments

Donna Rudy discussed the enrollment report, but cautioned that financial aid deregistration has not occurred, so the numbers are not currently accurate. She will send an e-mail with more accurate numbers in the next few days.

STEM Building and Kepler Dedication Plans

Dr. Altieri feels strongly that two separate events need to be held. He suggests a planning committee be formed similar to what occurred for the 60th anniversary. Consideration should be given to the Kepler dedication being held on Friday night, with an open house and performances on Saturday, possibly in late February. An alumni event could be considered for the Sunday of that weekend. Dr. Altieri also suggests that consideration be given to holding the STEM dedication on a Friday in March, with the open house on the Saturday of the Flower and Garden Show. The issue of budget needs to be determined. Beth Stull has been asked to lead the planning of these events.

The Ben Jones Art Show date for next year will need to be considered.

A time capsule is being placed in the lobby of the STEM Building. The plans and content should be finished by October 1, 2011. Faculty and staff should be working on ideas for the content. The capsule will be placed in the chamber during the STEM Building dedication.

Plan for Student Purchase of Computers

Dr. Altieri is working with Financial Aid and IT to identify plans to enable students to purchase laptops with Pell Grant funds. The cost is estimated to be around \$600. Anna Barker will lead the effort to plan for this initiative. The goal is to begin promotion of this by July 1, 2011.

FY12 Unit Planning and Budget

Anna Barker and Barb Macht continue to work on the elements related to the plan and budget. The county has requested HCC's budget request in early January.