

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Joint Meeting
March 20, 2012*

A joint meeting of the Washington County Commissioners and Board of Trustees of Hagerstown Community College was held on Tuesday, March 20, 2012, in the Kepler Center, Room 101, beginning at 12:00 pm. In attendance:

Board Members

Austin Abraham
Guy Altieri, Secretary / President
Carolyn Brooks, Chair
Patricia Cushwa
Merle Elliott
Gregory Snook, Vice-Chair

HCC Affiliates – Business Session

Anna Barker – Vice President, Administration and Finance
Barbara Macht – Dean, Planning and Institutional Effectiveness
Donna Marriott – Director, Human Resources
Joseph Marschner - Chair, Faculty Assembly
Barbara Roulette – Recording Secretary
Donna Rudy – Dean, Student Affairs
Theresa Shank – Dean, Continuing Education
Beth Stull – Director, Public Information and Government Relations
David Warner – Vice President, Academic Affairs

County Officials

Terry Baker – President, County Commissioner
John Barr – Vice President, County Commissioner
Ruth Anne Callahan – Commissioner
Jeff Cline – Commissioner
William McKinley – Commissioner
Debra Murray – Director, Office of Budget and Finance
Gregory Murray – Administrator

Media

Heather Keels – Herald Mail Reporter

Call To Order

Chair Brooks presided and convened the regular meeting at 12:50 pm.

Report to the Commissioners

President Altieri presented a PowerPoint, highlighting the College's role in workforce development, steady enrollment growth, biotech and alternative energy initiatives, the proposed plan and operating budget for FY13, and facilities improvements and CIP financial support.

Introduction of the HCC Student Speakers

Mylika Keyes works as a bartender, and was looking for a short term training program. She chose to enroll in Dental Assisting at HCC, and she discovered she has a real passion for this work. Mylika recently began an externship with a local dentist.

Ryan Ballard is 36 years old and majoring in alternative energy technology. After careers in the military, banking, and other industries, he decided he wanted to go to college to train for a new career. As a result of an internship placement through HCC, he is currently working part-time for Mountain View Solar in solar design and installation, and will be hired full-time upon graduation in May. He is married and has a family.

The FY13 Operating Budget Projection

President Altieri presented an overview of the FY13 operating budget projection. The budget was predicated on a 3% increase in credit tuition, and no adjustment to the employee wage scale. State funding was placed at \$7.45 million, which assumed base funding would not be increased, and the \$2.5 million supplemental funding awarded in FY12 for keeping tuition increases under 3% would not be extended to FY13. A modest increase of .75% was requested from the County.

Campus Development Planning and CIP Projects

President Altieri discussed a summary of capital improvement projects. The Performing and Visual Arts Education Center (Kepler Renovations) and the STEM building are completed, with building dedications scheduled for March 30 and April 27, respectively. The Classroom and former Science building are currently closed for renovations. The next major project is expansion of the Student Center, which is needed to handle the increased enrollments. This expansion would also provide much needed meeting space for campus clubs and other student-centered activities, which have been proven to positively affect student retention. Design work is funded and will begin in July 2012.

Trustee Remarks

The Trustees thanked the Commissioners for recognizing the importance of the College's role in the community and for their past and continued financial support.

Adjournment

There being no further business or discussion, the joint meeting was adjourned at 1:50 pm.

Respectfully submitted,

Guy Altieri, Ed.D.
President/Secretary