

**President's Cabinet
Meeting Minutes
December 20, 2012**

Present: Guy Altieri, Anna Barker, Stacey Lowman, Barbara Macht, Donna Marriott, Donna Rudy, Theresa Shank, Bob Spong, Beth Stull, Dave Warner

President's Report

County Budget Update

Dr. Altieri discussed that HCC must submit its county CIP request this month and the operating budget request next month. HCC has not seen an increase from the county for the past four years. As a result, the dollars per FTE have been declining slightly, leaving the college more dependent on tuition and fees. The Board of Trustees recently approved the request of a two percent increase in county funding for the operating budget.

Student Center Expansion

Brent Feight gave a presentation on the proposed design of the Student Center expansion at the recent BOT meeting. One consideration of the design proposal is to tie the addition into the current library. The cost for this is still being determined. Dr. Altieri stressed the importance of not under planning the student dining space of the expansion, especially in light of plans for the Middle College.

Enrollment and Performance-Based Funding

HCC led enrollment gains in the state for the fall semester. HCC enrollment increased by 6.8 percent, while many of the other community colleges saw declines. The question remains as to whether this trend will continue for HCC. Dr. Altieri stressed the importance of promoting key programs, such as AET, to areas outside of the college's traditional service area.

Maryland's legislature has scheduled discussions on performance-based funding for the upcoming session. MHEC has developed a preferred model, but what happens is ultimately very dependent on the federal budget.

Dedication of the New Buildings

The date for the dedication of the Behavioral Sciences and Humanities Building and the Learning Support Center has been changed to Mon., March 11.

Holiday Reception

The employee holiday reception will be held on Fri., Jan. 11 in the BSH Building.

Annual and Strategic Planning

Trustees have reviewed Strategic Plan 2016, which is soon to be finalized. Dave Warner and Barb Macht continue to work on plans for the Middle States self study and will finalize the selection of the model that HCC will follow as it prepares for the MS visit in 2014.

MOOCs and Transformational Change in Higher Ed

MOOCs (massive open online courses) originated from within the open educational resources movement. As a result of these and other transformational factors, Dr. Altieri thinks many smaller higher ed institutions will not survive in the coming years as larger institutions continue to develop and refine their course offerings. Several elite universities are now offering high quality, online courses as MOOCs. The challenge is in determining how community colleges take advantage of these courses and allow them to be used toward graduation requirements.

MLK Day Event

HCC will host its tenth annual MLK Day event on Mon., Jan. 21 in the Kepler Theater. An award will be given to Rev. Darin Mency, who will give the keynote speech and perform his dramatic rendition of King's "I have a dream" speech. There will also be presentations to highlight the culture of Trinidad.

HR Updates

- Donna Marriott shared that the Administrator-on-Duty program has been going very well.
- Benefits for adjunct faculty is an issue being reviewed in HR in response to a proposed federal mandate.
- HR is also reviewing longer term plans to move to an electronic absence reporting/records system. GA proposed the idea of addressing exempt employees first.

Furniture for New Buildings

New furniture for the BSH Building and LSC is not likely to be fully delivered prior to the start of the spring semester. A contingency plan has been established to address the classrooms in the interim.

Workshop Agenda

Dave Warner distributed the amended agenda for workshop week, which will be held Jan. 8-11. Outcomes assessment will be a key focus of the week. Grading and assessment will also be covered through a presentation in the Fletcher Center. The All-College Colloquium will be held on Thurs., Jan. 10. Tours of the new buildings will be held following the colloquium. Dr. Altieri has requested that faculty and staff be apprised of Strategic Plan 2016, shared governance, and Middle States preparation.

FEMA Training

HCC will host a three-day FEMA college emergency planning course in Feb. Several HCC staff members will attend. Other community colleges are also being invited to attend. In light of the recent school shooting in Conn., there is a push from Governor O'Malley for colleges to ensure adequate emergency planning.