

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Regular Meeting
January 15, 2013*

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, January 15, 2013, in the Administration and Student Affairs Board Room, beginning at 12:00 pm. In attendance:

Board Members

Austin Abraham
Guy Altieri, Secretary / President
Carolyn Brooks
Patricia Cushwa, Vice-Chair
William Proctor
Gregory Snook, Chair
John Williamson

HCC Affiliates

Anna Barker – Vice President, Administration and Finance
Sherry Donovan - Recruitment/Advisor for Industrial Technology/Alternative Energy
Technology Programs
Fonda Franklin – Manager, Human Resources
Michael Harsh - Chair, Faculty Assembly
Rick Howe - Student
Barbara Roulette – Recording Secretary
Donna Rudy – Dean, Student Affairs
Theresa Shank – Dean, Continuing Education and Business Services
Jennifer Szczesniak – Assistant Professor, Mathematics
Andrea Theodoru - Student
David Warner – Vice President, Academic Affairs

Call To Order

Chair Snook presided and convened the regular meeting at 12:03pm.

Motion to Adjourn to Closed Session

It was moved, seconded, and approved to adjourn to closed session to discuss financial strategy, personnel matters, and exercise executive function privilege.

Re-convene Open Session

Following adjournment of the closed session, Chair Snook re-convened the regular meeting at 1:11pm. In closed session, the Trustees discussed one (1) College property matter, two (2)

discussions of financial strategy, and two (2) matters involving personnel. Present during closed session were Trustees Austin Abraham, Carolyn Brooks, Patricia Cushwa, William Proctor, Gregory Snook, and John Williamson. President Guy Altieri, Vice President Warner, and Vice President Anna Barker were also present.

All USA Academic Team

Sherry Donovan and Jennifer Szczesniak, co-advisors for Phi Theta Kappa, introduced the nominees for the 2013 All-USA Academic Team, Rick Howe and Andrea Theodoru. Rick is currently serving as the SGA Vice President, PTK President, and Maryland State PTK President. Andrea participated in the Kepler Scholar Program and currently serves as the Executive Vice President for PTK. Congratulations to Rick and Andrea on their nominations.

Approval of Minutes (December 18 Joint, Regular, and Closed) (ACTION)

Ms. Brooks moved to approve the December 18, 2012 joint, regular, and closed meeting minutes as submitted. Mr. Proctor seconded, and the motion carried by unanimous vote.

Report from Campus Groups

Student Government Association

Joseph Knight reported on current and future activities for the SGA.

Faculty Assembly

Professor Harsh thanked the trustees for their support in renovating the Behavioral Sciences and Humanities building and the Learning Support Center.

Annual Continuing Education Report

Dean Shank presented a PowerPoint, providing an update on Continuing Education. She pointed out that effective July 1, 2012, the name was changed to Continuing Education and Business Services to reflect the merger with the Technical Innovation Center and business incubator services. Dean Shank discussed program offerings in Business and Professional Development, Health Professions, Information Technology, Trades, Transportation, Certification and Licensure, Lifelong Learning, and College for Kids.

President's Report

Board Briefing Summary

The President reviewed highlights in Academic Affairs, Student Affairs, Facilities and Grounds, and Planning and Institutional Effectiveness.

State of the College 2013

President Altieri briefly discussed the highlights of the State of the College address presented to the college community on January 10, 2013.

MACC Trustee Leadership Conference and Legislative Reception

The MACC Trustee Leadership Conference and Legislative Reception will be held on January 28. Scheduled to attend for HCC are President Altieri and Trustees Abraham, Snook, Cushwa, Proctor, and Williamson. Travel arrangements will be finalized well in advance of the meeting.

NBC News Article

President Altieri discussed the article, “In the math of education, two years sometimes is worth four years.”

MACC President Changes

President Altieri said that Carolyn Anderson was serving as interim president at Baltimore City Community College, replacing Carolane Williams; and Doug Browning was serving as interim president at Frederick Community College, replacing Frederico Talley. Both changes were effective January 1, 2013.

IRS and Health Benefits for Adjuncts

President Altieri briefly discussed the implications regarding adjunct faculty under the Patient Protection and Affordable Care Act (PPACA) employer mandate. Additional information will be shared with the Board as it becomes available.

Monthly and Special Reports

Personnel Recommendations for January 2013 (ACTION)

Mr. Abraham moved to approve the personnel recommendations for January 2013 as submitted. Ms. Cushwa seconded, and the motion carried by unanimous vote.

Financial Report as of December 31, 2012 (ACTION)

Chair Snook dispensed with the formal report. Fringe benefits and how they are reported was briefly discussed. Ms. Brooks moved to accept the financial report as of December 31, 2012 as submitted. Ms. Cushwa seconded, and the motion carried by unanimous vote.

Old Business

County Funding Request for FY14

Vice President Barker discussed the County funding request for FY14, which was submitted at a 2% increase. The budget will continue to be refined over several more days of retreats with the executive officers.

New Business

Proposed FY13 Budget Adjustments (ACTION)

FY13 budget adjustments were deferred until the February 19 meeting.

Faculty Emeritus Recommendations (ACTION)

Ms. Cushwa moved to approve the recommendations for faculty emeritus as submitted: Dr. Tom Clemens, Dr. Vaughn Crowl, Dr. Marlys Palmer, and Ms. Brenda Hassinger. Ms. Brooks seconded, and the motion carried by unanimous vote.

Maryland State Police Commission

John King, Sheriff Mullendore, and Vice President Warner recently attended a hearing of the Maryland Police and Corrections Training Commission, which approved the College as the site for a Class I Maryland certified police academy. Vice President Warner said the academy should begin in March.

Adjournment

There being no further business or discussion, the regular meeting was adjourned at 2:54 pm. The next regularly scheduled meeting will be held on Tuesday, February 19, 2013, in the Administration and Student Affairs Board Room.

Respectfully submitted,

Guy Altieri, Ed.D.
President/Secretary