

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

***Regular Meeting
February 19, 2019***

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, February 19, 2019, in the Administration and Student Affairs Board Room, beginning at 11:30 am. In attendance:

Board Members

Austin Abraham, Chair
Carolyn Brooks
Patricia Cushwa
James Klauber, Secretary / President
Paula Lampton
L. William Proctor, Jr.
Gregory Snook
John Williamson, Vice Chair

HCC Affiliates – Business Session

Vidda Beache – Dean, Distance Education
Craig Fentress – Director, Information Technology
Trevor Jackson – Vice President, Administration and Finance
Beth Kirkpatrick – Director, Public Information and Government Relations
Jennifer Knight – Executive Director, Human Resources
Christine Ohl-Gigliotti – Dean, Student Services
Carol Rothstein – Dean of Instruction
Barbara Roulette – Recording Secretary
Theresa Shank – Dean, Continuing Education and Workforce Development
Bonnie Thomas – Dean, Planning and Institutional Effectiveness
David Warner – Vice President, Academic Affairs and Student Services
Rebecca Westmeyer – Chair, Faculty Assembly
Ashley Whaley – Director, College Advancement

Call To Order

Chair Abraham presided and convened the regular meeting at 11:30 am.

Motion to Adjourn to Closed Session

It was moved, seconded, and approved to adjourn to closed session to discuss the performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction.

Re-convene Open Session

Following adjournment of the closed session, Chair Abraham re-convened the regular meeting at 1:10 pm. In closed session, the Trustees discussed two (2) personnel-related matters. Present during closed session were Trustees Austin Abraham, Carolyn Brooks, Patricia Cushwa, Paula Lampton, William Proctor, Gregory Snook, and John Williamson. President Klauber, Eric Byers, Jennifer Knight, and Christine Ohl-Gigliotti were also present.

Approval of Minutes (January 15 Regular and Work) (ACTION)

Ms. Brooks moved to approve the January 15, 2019 regular and work session meeting minutes and the February 8, 2019 special meeting regular and closed meeting minutes as submitted. Ms. Lampton seconded, and the motion carried by unanimous vote.

Report from Campus Groups

Student Government Association

SGA President, Heather Wallen, discussed current and future SGA projects and events.

Faculty Assembly

Associate Professor Westmeyer reported on discussion topics in faculty assembly.

President's Report

Board Briefing Summary

The President reviewed highlights in Student Services, Academic Affairs, Continuing Education and Workforce Development, and College Advancement. Dean Rothstein has been working on a new middle college for career and technical education (CATE). WCPS is currently reviewing the program, and it is expected that students will be enrolled for the fall semester. The Distance Education software will be changed from Moodle to Desire to Learn.

Update on Annapolis

The Promise Program law will likely be amended so that HCC's promise program dollars would become the last dollars received by the student. Also currently, the scholarship could stay with the student, but it is hoped to seal the scholarship to the county. MHEC is planning to award scholarships in September, which is problematic since classes begin in August.

Draft Agenda for the Joint Meeting with the County Commissioners on March 19, 2019

The Board reviewed the draft agenda for the joint meeting with the county commissioners. No changes were suggested.

Student Athlete Academic Performance Report

Dean Ohl-Gigliotti and Director Rohan discussed the Student Athlete Academic Performance Report. Overall team GPA for Men's Basketball hovered just above or below 2.0, while Men's Soccer was consistently below 2.0. Overall percentage of student athletes and female athletes achieving a 3.0 GPA or above remained strong at 71% of all athletes, and 89% among female athletes. The Dean and Director discussed a number of steps planned to improve the GPAs of men's basketball and soccer in particular.

Monthly and Special Reports

Personnel Recommendations for February 2019 (ACTION)

Mr. Snook moved to approve the personnel recommendations for February 2019 as submitted. Ms. Cushwa seconded, and the motion carried by unanimous vote.

Financial Report as of January 31, 2019 (ACTION)

Chair Abraham dispensed with a formal report. Mr. Snook moved to accept the financial report as of January 31, 2019 as submitted. Mr. Proctor seconded, and the motion carried by unanimous vote.

Update on the January 29 County Commissioner Meeting

Vice President Jackson summarized the discussion topics at the County Commissioners meeting on January 29, 2019. The County is very well funded for other post-employment benefits (OPEB). Their healthcare will go up 15%, so they want to make sure any employee salary increase is not negated by the rise in healthcare costs.

Annual Governance Report

The annual governance report was reviewed by the Board. Dean Thomas had no additional comments to add to the written report.

Review Policy 2040 – Policy Creation

President Klauber said that the Governance Committees are being asked to review the older policies, and policy 2040 and 8020 were on his list to review. They will be submitted to the Board for action in March.

Review Policy 8020 – Alcohol at Special Campus Events

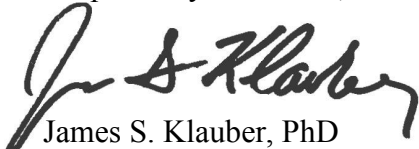
Chair Abraham questioned the wording in some sections of the policy. President Klauber will rewrite it for additional review.

Adjournment

There being no further business or discussion, the regular meeting was adjourned at 2:45 pm.

The next regularly scheduled meeting will be held on Tuesday, March 19, 2019, in the Career Programs Building, Rooms 211 and 213, beginning at 1:30 pm, immediately following the joint meeting with County Commissioners.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James S. Klauber". The signature is fluid and cursive, with a large initial "J" and "K".

James S. Klauber, PhD
President/Secretary