

**HAGERSTOWN COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

*Work Session  
March 19, 2019*

A Work Session of the Board of Trustees of Hagerstown Community College was held on Tuesday, March 19, 2019, at the Administration and Student Affairs Board Room, beginning at 11:00 am. In attendance:

Board Members

Austin Abraham, Chair  
Carolyn Brooks  
Patricia Cushwa  
James Klauber, Secretary / President  
Paula Lampton  
John Williamson, Vice Chair

HCC Affiliates

Barbara Roulette, Recording Secretary

**Call to Order**

Chair Abraham presided and convened the work session at 11:04 am.

**Policy Review**

President Klauber said that the Governance Committees have been given the assignment to review policies, pertinent to their respective areas, that have not been reviewed or revised in the last five years. Reviewed and revised policies will first be viewed by the Board in Work Session and will be submitted for approval at the next meeting, open session. Policies 4012, 4020, 4021, 4036, and 4045 were recommended for approval with no changes. Policies 4015, 4017, 4018, and 5052 were recommended with minor changes to the text. Policy 4015 will be held for clarification on the final sentence in the policy. Policy 8020 Alcohol at Special Campus Events needed a complete rewrite. Two new paragraphs were offered as Choice One and Two. After much discussion, the Board chose paragraph one to be used for the policy text.

**HCC Technical Training Center**

President Klauber discussed a piece of property on Maugans Avenue as a possible site for the CVT program. The cost of the land is \$4 million. There is a parcel of undeveloped land in Halfway that could be purchased for \$1 million. Discussion ensued regarding options of long term leases, short term leases with extensions, and purchasing land to build a building and rent the remainder of the land. Ultimately it was decided to initiate discussions with Brad Fulton to determine what is possible.

### **Human Resources Report**

Since the Human Resources Report is discussed in open session, it was agreed that the involuntary terminations should be removed from the report, beginning in April.

### **Legal Matter**

The College received legal notice from an employee who had worked at the prison system. It seems the instructor went to teach a class and was told he could not teach there again because he was in possession of a pocket knife. The College's attorney, Jeanne Singer, will review.

### **Adjournment**

There being no further business or discussion, the work session was adjourned at 11:52 am

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