

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Work Session
February 18, 2020*

A Work Session of the Board of Trustees of Hagerstown Community College was held on Tuesday, February 18, 2020, at the Administration and Student Affairs building Board Room, beginning at 12:30 pm. In attendance:

Board Members

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

HCC Affiliates

Barbara Roulette, Recording Secretary
David Warner, Vice President, Academic Affairs and Student Services

Call to Order

Chair Williamson presided and convened the work session at 12:41 pm.

Policy Review

4026 – Academic Program Review

Vice President Warner said that MHEC requires Academic Program Review. The recommended changes to this policy primarily tighten up the language.

5080 – Extension of the Social Security Act to Employees of the College

President Klauber said that since participating in Social Security is mandatory for all employers, this policy is not relevant, and is recommended to be deleted.

5091 – Professional Development, Tuition Assistance, and Tuition Waiver

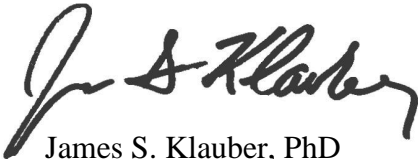
President Klauber said he was recommending the addition of a sentence that allows the President to set procedures for implementation. He said he would also like to broaden the guidelines for tuition assistance. Currently, employees can only pursue those degrees that apply to their current job. President Klauber would like to broaden that so that employees could pursue additional degrees in a different field

of study, provided it has some type of relation to employment at the College. The guidelines would also include a work back/pay back requirement. Tuition waiver for dependents would terminate if the parent is no longer employed by the College. Trustee Abraham said he felt the current policy's message is not clear and needed to be reworded since it deals with three different benefits. President Klauber will follow up.

Adjournment

There being no further business or discussion, the work session was adjourned at 12:59 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James S. Klauber". The signature is written in a cursive, flowing style.

James S. Klauber, PhD
President/Secretary