

**HAGERSTOWN COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

*Regular Meeting  
February 18, 2020*

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, February 18, 2020, in the Administration and Student Affairs building Board Room, beginning at 12:00 pm. In attendance:

Board Members

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

HCC Affiliates – Business Session

Vidda Beache – Dean, Distance Education  
David Bittorf – Acting Vice President, Administration and Finance  
Jennifer Childs – Executive Director, Human Resources  
Craig Fentress – Senior Director, Information Technology  
Beth Kirkpatrick – Senior Director, Public Relations and Marketing  
Christine Ohl-Gigliotti – Dean, Student Services  
Carlee Ranalli – Senior Director, Planning and Institutional Effectiveness  
Robert Rohan – Director, Athletics, Physical Education, and Leisure Studies  
Carol Rothstein – Dean of Instruction  
Barbara Roulette – Recording Secretary  
Charles Schultz – Director, Student Financial Aid  
Marta Seguinot-Torres – President, SGA  
David Warner – Vice President, Academic Affairs and Student Services  
Rebecca Westmeyer – Chair, Faculty Assembly  
Ashley Whaley – Senior Director, College Advancement

**Call To Order**

Chair Williamson presided and convened the regular meeting at 12:02 pm.

**Motion to Adjourn to Closed Session**

Ms. Cushwa moved to adjourn to closed session to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; and to protect the privacy of or reputation of individuals pursuant to General

Provision Article § 3-305(b) (1) and (2) Ms. Lampton seconded, and the motion carried by unanimous vote.

### **Re-convene Open Session**

Following adjournment of the closed session, Chair Williamson re-convened the regular meeting at 1:06 pm. In closed session, the Trustees discussed three (3) personnel-related matters. Present during closed session were Trustees Austin Abraham, Carolyn Brooks, Patricia Cushwa, Paula Lampton, and John Williamson.

### **Consent Agenda**

Trustee Abraham asked for a minor correction in the January 21 regular meeting minutes. There being no other comments, the January 21 Work and Closed Session minutes and the Personnel Report for February were approved as submitted, and the Regular Meeting minutes for January 21 were approved as amended.

### **Report from Campus Groups**

#### ***Student Government Association***

SGA President, Marta Seguinot-Torres, 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, Workforce Solutions and Continuing Education, and College Advancement.

#### ***Additional Comments:***

- J Discussion of providing courses for home schooled students continued with a recent meeting with a number of parents. The group is not very cohesive, so it is harder to disseminate information. The College would probably have four hybrid courses in algebra, biology, chemistry with a minimum of ten and a maximum of sixteen or seventeen students.
- J President Klauber and Dean Rothstein met with Michael Kalathas, the owner of The Orchards Restaurant in Chambersburg, PA, to discuss opportunities in hospitality. The

College would offer the academic courses and Mr. Kalathas would handle the culinary component. The program would be part of Career Studies.

- J The College renewed the lease for the Valley Mall Center.
- J President Klauber and Trustee Snook are exploring the possible purchase of a site for the CVT program.
- J SB419 would establish grant funds for Workforce Skills Assessment. Senator Serafini is the primary sponsor of the bill.
- J HB0814 would mandate that 100 and 200 level credits be transferrable to public four-year institutions. President Klauber thinks this will not pass.
- J Maryland Promise Program amendments continue to move through the Maryland General Assembly.
- J The College established admittance for students with a 3.0 GPA with no testing requirements, and it is working well.
- J The College's CBES renovation project was cut \$500,000 in the Capital Budget bill.

### ***Draft Agenda for the March 3 Board Retreat***

No changes were suggested.

### ***Draft Agenda for the Joint Meeting with the County Commissioners on March 17, 2020***

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

### **Monthly and Special Reports**

#### ***Financial Report as of January 31, 2020 (ACTION)***

Chair Williamson dispensed with a formal report. Mr. Abraham moved to accept the financial report as of January 31, 2020 as submitted. Ms. Brooks seconded, and the motion carried by unanimous vote.

## **Special Reports**

### ***Student Athlete Academic Performance Report***

Dean Ohl-Gigliotti and Director Rohan discussed the Student Athlete Academic Performance Report. The women athletes performed better academically than the men. The men's basketball and soccer teams, with a 2.0 GPA or lower, need to be improved. Dean Ohl-Gigliotti pointed out that many of these students are not from the area, and have little to no support system. When it was suggested that perhaps the coaches could help out, Executive Director Childs said that their salary levels are not conducive to taking on additional responsibilities. Ms. Cushwa suggested creating a sports mentorship.

### ***Student Financial Assistance Report***

Dean Ohl-Gigliotti discussed the Student Financial Assistance Report. In FY19, overall financial aid to credit students decreased by \$394,601, or 2.5%. The decrease was attributed to a slight decrease in the number of credit students receiving aid, and the loss of the STEM grant scholarships that were discontinued after FY18. Most federal aid comes in the form of student loans and Pell grants. The College's student loan default rate is 15% and trending down. HCC Foundation Scholarship aid awarded in FY19 increased by \$36,424 and resulted in 98 more awards than FY18. HCC's Promise Pathway Program is currently being phased out, and interested students will be redirected to Maryland's Promise Program. HCC's program will be "rebooted" in FY21 to support independent students over age 24 who do not qualify for the Maryland Promise. Dean Ohl-Gigliotti said that she would like to change the Opportunity Fund to include an application process, and to expand the use of its funds beyond the current tuition, fees, or books. The Alumni Association's Angel Fund can be used for students' living expenses. Trustee Abraham suggested the administration submit a revised Opportunity Fund policy for the Board to review.

## **Adjournment**

There being no further business or discussion, the regular meeting was adjourned at 2:43 pm.

The next regularly scheduled meeting will be held on Tuesday, March 17, 2020, in the Career Programs Building Elliott Center, Rooms 211 and 213, beginning at 1:30 pm, immediately following the joint meeting with County Commissioners.

Respectfully submitted,



James S. Klauber, PhD  
President/Secretary