

**HAGERSTOWN COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

*Work Session  
March 17, 2020*

A Work Session of the Board of Trustees of Hagerstown Community College was held on Tuesday, March 17, 2020, in the Administration and Student Affairs Board Room, beginning at 11:30 am. In attendance:

Board Members

Austin Abraham  
Carolyn Brooks (by phone)  
Patricia Cushwa (by phone)  
James Klauber, Secretary / President  
Paula Lampton  
William Proctor, Vice Chair (by phone)  
Gregory Snook  
John Williamson, Chair

HCC Affiliates

Christine Ohl-Gigliotti, Dean of Students  
Barbara Roulette, Recording Secretary

**Call to Order**

Chair Williamson presided and convened the work session at 11:30 am.

**Policy Review**

Dean Ohl-Gigliotti discussed the recommendations for the policies that were reviewed. It was recommended that no changes be made to policies 4034, Student Athlete Meal Money Plan; 4035, Intercollegiate Athletic Program; 4036, Student Organization Policy; and 4060, General Grievance Policy for Students. Trustee Abraham questioned the wording in policy 4060, and felt that some reference should be made to where the guidelines could be found. President Klauber will follow up. Recommended revisions to Policy 6010, Opportunity Fund, included the removal of the maximum amount of aid, removal of the stipulation for full time students only, and extended the coverage to include students who are pursuing letters of recognition and those in non-credit workforce licensure programs. Dean Ohl-Gigliotti said this scholarship is meant to help students experiencing a financial shortfall, but is not meant to become an ongoing source of aid. Students receiving this scholarship will be given financial advice on how to secure adequate funds going forward. President Klauber said that the recommended changes to Policy 5091, Professional Development, Tuition Assistance, and Tuition Waiver provided clarification but did not change the content. Action on this policy would be taken in regular session.

**Adjournment**

There being no further business or discussion, the work session was adjourned at 11:51 am

Respectfully submitted,

James S. Klauber, PhD  
President/Secretary