

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Regular Meeting
January 19, 2021*

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, January 19, 2021, in the Elliott Center, Rooms 211 and 213, and via Zoom, beginning at 1:00 pm. In attendance:

Board Members

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

HCC Affiliates

Vidda Beache - Dean of Distance Learning
Jennifer Childs – Executive Director, Human Resources
Kevin Crawford – Director, Admissions and Enrollment Management
Jessica Daubert – HCC Student/All USA Academic Team Nominee
Yessena Duckworth – Senator, Student Government Association
Craig Fentress – Senior Director, Information Technology
Willard Hammerman – HCC Student/All USA Academic Team Nominee
Courtney Kensinger – Academic Advisor/PTK Advisor
Beth Kirkpatrick – Senior Director, Public Relations and Marketing
Christine Ohl-Gigliotti - Dean, Student Services
Carlee Ranalli – Senior Director, Planning and Institutional Effectiveness
Barbara Roulette – Recording Secretary
Daniel Ryan - Chair, Faculty Assembly
Theresa Shank – Dean, Workforce Solutions and Continuing Education
Heike Soeffker-Culicerto - Vice President, Administration and Finance
Jennifer Szczesniak – Assistant Professor, Mathematics/PTK Advisor
David Warner – Vice President of Academic Affairs & Student Services
Ashley Whaley – Senior Director, College Advancement

Call To Order

Chair Williamson presided and convened the regular meeting at 1:05 pm.

Introduction of All USA Academic Team Nominees

PTK advisors, Jennifer Szczesniak and Courtney Kensinger, said that four students were nominated for the All USA Academic Team this year - two transfer students and two workforce pathway students. Jessica Daubert and Willard Hammerman, who attended the meeting, were the transfer students. Mr. Hammerman is majoring in cybersecurity and Ms. Daubert is majoring in psychology and nursing. Their nominations for this award will open up other scholarship opportunities as well.

Consent Agenda

The consent agenda was comprised of the closed, joint, and open session minutes for the December 15, 2020 meeting; and the personnel report for January 2021. All were approved as submitted.

Report from Campus Groups

Student Government Association

Yessena Duckworth, Senator, discussed current and future SGA events and activities.

Faculty Assembly

Assistant Professor Ryan reported on topics relating to faculty.

President's Report

Board Briefing Summary

President Klauber reviewed highlights in Academic Affairs, Workforce Solutions and Continuing Education, and College Advancement.

-) Fall sports were closed down. It is hoped that spring sports can re-open.
-) Employees are working on an AB schedule – one week working on campus and the following week working from home for the month of January. It is expected that all will be back on campus beginning in February.
-) Nursing and Allied Health students have been vaccinated. A survey was taken for employees interested in receiving the vaccine, and 287 were interested. This information was forwarded to the Washington County Health Department.
-) University System of Maryland asked the Maryland community college to purchase transfer software; the presidents declined. MHEC has asked that each college track the credits that are denied for transfer within the USM system.
-) The Solar Panel Parking Lot Project bids have been received.

Monthly and Special Reports

Financial Report as of December 31, 2020 (ACTION)

Mr. Snook moved to accept the financial report as of December 31, 2020. Ms. Cushwa seconded, and the motion carried by unanimous vote.

Enrollment Report

Director Crawford said that total headcount was down 15.7%, and total FTE was down 18.2%. ESSENCE out-of-county and out-of-state were up. Some of St. Maria Goretti instructors have resigned, and HCC has picked up the slack for those courses. Admissions will reach out to recent graduates of WCPS. Mr. Snook moved to approve the Enrollment Report as submitted. Ms. Lampton seconded, and the motion carried by unanimous vote.

New Business

Policy 8005 – Governing Authority for Hagerstown Community College Police Department

Mr. Snook moved to approve the new policy as submitted. Ms. Cushwa seconded, and the motion carried by unanimous vote.

Citizen Participation

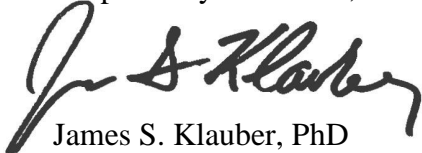
HCC student athlete, Dharma Bhatt, asked to address the trustees regarding track and field. He said that all COVID measures have been taken and asked that track and field athletes be allowed to compete. Chair Williamson and President Klauber thanked Mr. Bhatt for his comments and assured him that all aspects regarding participation are carefully considered before decisions are made.

Adjournment

There being no further business or discussion, the regular meeting was adjourned to a second closed session at 2:35 pm.

The next regularly scheduled meeting will be held on Tuesday, February 16, 2021, in the Elliott Center, Rooms 211 and 213.

Respectfully submitted,



James S. Klauber, PhD
President/Secretary