

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Regular Meeting
February 16, 2021*

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, February 16, 2021, in the Elliott Center, Rooms 211 and 213, and via Zoom, beginning at 12:00 pm. In attendance:

Board Members

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

HCC Affiliates – Business Session

Vidda Beache – Dean, Distance Education
David Bittorf – Director, 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
Barbara Roulette – Recording Secretary
Charles Scheetz – Director, Student Financial Aid
Heike Soeffker-Culicerto - Vice President, Administration and Finance
Kristin Tindal – Treasurer, SGA
David Warner – Vice President, Academic Affairs and Student Services
Daniel Ryan – Chair, Faculty Assembly
Ashley Whaley – Senior Director, College Advancement

Call To Order

Chair Williamson presided and convened the regular meeting at 12:07 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 pursuant to General Provision Article § 3-305(b) (1). 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 1:05 pm. In closed session, the Trustees discussed two (2) personnel-related matters. Present during closed session were Trustees Carolyn Brooks, Patricia Cushwa, Paula Lampton, and John Williamson. President Klauber and Executive Director Childs were also present.

Consent Agenda

The consent agenda was comprised of the work, closed, and open session minutes for the January 19, 2021 meeting; the personnel report for February 2021; and policy 4021 reviewed in January. All were approved.

Report from Campus Groups

Student Government Association

SGA Treasurer, Kristin Tindal, discussed current and future SGA projects and events.

Faculty Assembly

Assistant Professor Ryan reported on faculty topics.

President's Report

Board Briefing Summary

The President reviewed highlights in Student Services, Academic Affairs, Workforce Solutions and Continuing Education, and College Advancement.

Additional points:

-) By the end of next week, all employees who wanted the COVID-19 vaccine will have had their first shot.
-) The ARCC air conditioning project should be finished by April 1.
-) The COVID relief act that was passed last week in the Maryland General Assembly will put ten to fifteen million dollars back into the Cade formula. HCC should be able to offer the Grad Gift again this year.
-) A transfer bill that has been introduced would require MHEC to collect data on the transfer credits from Maryland community colleges denied by the University System of Maryland (USM) institutions. Delegate Chiam introduced a bill that would require USM to accept all transfer credits from Maryland community colleges.
-) President Klauber will testify next week before a joint committee on community college funding
-) HCC is continuing to work on completely re-opening for the fall classes.

-) Delegate McKay will draft some amendments for the collective bargaining bill. It is hoped there will be a summer study and that the final authority would be given to the counties. Dealing with collective bargaining would cost the colleges approximately \$375,000 annually.
-) Enrollment FTE is down 11%; out-of-county enrollment is up 9%.

Draft Agenda for the March 2 Board Retreat

No changes were suggested for the topics. Several trustees have schedule conflicts in the morning, so it was suggested the retreat be moved to the afternoon. Chair Williamson will confer with trustees who were absent before confirming the change for the start time.

Monthly and Special Reports

Financial Report as of January 31, 2021 (ACTION)

Ms. Cushwa moved to accept the financial report as of January 31, 2021 as submitted. Ms. Lampton seconded, and the motion carried by unanimous vote.

Special Reports

Student Athlete Academic Performance Report

Director Rohan said that the academic performance of student athletes has been a bit of a roller coaster, with good and bad parts. More students remained eligible, but fewer students attained a 3.0 GPA. Men's basketball and men's soccer teams need additional help. This is the first year students have been admitted with the floor scores in place. The coaches try to limit those students who seem not to be academically ready. President Klauber said that a remedial program should be in place to keep these students eligible and in school through graduation.

Student Financial Assistance Report

Dean Ohl-Gigliotti discussed the Student Financial Assistance Report, pointing out that distribution of the COVID-19 emergency funds had complicated the numbers. While the amount awarded decreased, twenty-eight more students received aid. Between April-July 2020, approximately \$717,000 was distributed to 1,206 students. In addition, the HCC Foundation provided \$15,500 in Foundation student emergency stipends to thirty-one students.

Old Business

Campus Master Plan

Ms. Brooks moved to approve the Campus Master Plan as submitted. Ms. Lampton seconded, and the motion carried by unanimous vote.

New Business

Consultant Contract for Paramedic Program

Ms. Lampton moved to approve the contract for the consultant, J. Bret McGill, for the paramedic program as submitted. Ms. Cushwa seconded, and the motion carried by unanimous vote.

Unveiling of the New Hawk Logo

President Klauber unveiled the new hawk logo that was designed by Digital Printing and Design Services. The College will trademark it.

Adjournment

There being no further business or discussion, the regular meeting was adjourned at 2:47 pm.

The next regularly scheduled meeting will be held on Tuesday, March 23, 2021, in the Student Center, Room 182, beginning at 12:15 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "James S. Klauber". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

James S. Klauber, PhD
President/Secretary