

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

***Regular Meeting
May 25, 2021***

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, May 25, 2021, in the Student Center, Room 182, and via Zoom, beginning at 1:00 pm. In attendance:

Board Members

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

HCC Affiliates

Kirsten Barnhart – President, SGA
Vidda Beache – Dean of Distance Education
Jennifer Childs – Executive Director, Human Resources
Craig Fentress – Senior Director, Information Technology
Elizabeth Kirkpatrick – Senior Director, Public Relations and Marketing
Christine Ohl-Gigliotti – Dean of Student Services
Laura Renninger – Dean of Instruction
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
David Warner – Vice President, Academic Affairs and Student Services
Ashley Whaley – Senior Director, College Advancement

Call to Order

Vice Chair Proctor presided and convened the regular meeting at 1:00 pm.

Consent Agenda

The consent agenda was comprised of: Minutes for March 23, 2021, open session; April 20, 2021, work, closed, and regular sessions; and the personnel report for May 2021.

Reports from Campus Groups

Student Government Association

Kirsten Barnhart, President, discussed SGA activities and planned future events.

Faculty Assembly

Assistant Professor Ryan discussed faculty-related topics of interest.

Chair Williamson entered the meeting at 1:10 pm.

President's Report

Board Briefing Summary

President Klauber summarized events in Academic Affairs, Student Services, Workforce Solutions and Continuing Education, and College Advancement. Additional points of interest:

- J The consultant for the paramedic program has provided the County with a consortium agreement and a list of equipment they will need; HCC could purchase some of it with CARES Act money
- J HCC could also use CARES Act money to forgive outstanding student balances from the COVID time frame; a number of colleges are doing the same.
- J CBES is 85% complete on the first floor. The furniture has been ordered and should be delivered in July.
- J The RFP for the solar project has been issued.
- J The College is in talks with the MSO to bring the Fourth of July concert and fireworks to the HCC campus. Commissioner Cline and Sheriff Mullendore are on board. The event would be held around 6:00 pm on the Friday before the fourth.
- J Enrollment is down 6% for summer, but up 9% for the fall over last year.
- J The College must adopt a telework policy by October 2021 by legislative mandate.
- J MHEC has not responded regarding the Medical Lab Technician program; the College would not be able to hire faculty by fall 2021.
- J The Foundation Cabinet is fairly complete; a few more asks are outstanding.
- J The College needs to leave the current CVT driving range by July. The former Fairchild Industries location would be ideal, but the New York office did not want to sign a long-term lease. President Klauber has asked if the College could rent the facility month to month, and should hear back this week.
- J North Point Development said they are not interested in partnering with the College to have a training facility at the Hagerstown Logistics Center on Wesel Blvd. Their reason for partnering with a community college in Missouri was because there were no training facilities within a fifty-mile radius, but that is not the case in Hagerstown. Various community leaders have offered to help.

J The graduation ceremonies went very well, and the air conditioning in the ARCC was welcome, especially for the Health Sciences graduation at 3:00 pm. Chair Williamson asked if the College planned to hold separate graduations every year. President Klauber said the individual graduations this year were an adjustment for COVID protocols, and the normal schedule of one graduation ceremony with pinning ceremonies for Nursing and Health Sciences will probably remain the same for future years.

Proposed Board Meeting Dates for FY22

The Board reviewed the proposed Board meeting dates for FY22. Final action will be taken at the June 8, 2021 meeting.

Monthly and Special Reports

Financial Report as of April 30, 2021 (ACTION)

Vice President Soeffker-Culicerto gave a brief overview of the financial report. Mr. Snook moved to accept the financial report as of April 30, 2021 as submitted. Ms. Lampton seconded, and the motion carried by unanimous vote.

Cultural Diversity Plan (ACTION)

Dean Ohl-Gigliotti discussed the Cultural Diversity Plan. MHEC requested that the report this year contain fewer statistics and include more discussion of how COVID-19 has affected cultural diversity. Dean Ohl-Gigliotti discussed the College's accomplishments for FY21, which included implementing a name change process for students, transitioning the long-standing Multicultural Committee to the Diversity and Inclusion Committee, and participation in the *Maryland Male Students of Color Summit*. The impact of COVID-19 on cultural diversity included declining enrollments for students of color, Digital Divide impacting low income students, and unemployment and food and housing insecurity issues, among others. The College distributed over \$2.25 million in Federal Higher Education Emergency Relief Funds (HEERF) directly to students to aid in increasing technology needs. A report giving a breakout per student was requested. Due to an increase in anxiety and depression, the College is in the process of implementing a tele mental health service program for students in need of immediate and scheduled counseling services. Mr. Snook requested a report on this program. Ms. Lampton moved to approve the Cultural Diversity Plan as presented. Ms. Brooks seconded, and the motion carried by unanimous vote.

New Business

Introduction

Vice President Warner introduced Dr. Laura Renninger, who is the newly hired Dean of Instruction. A warm welcome to Dr. Renninger.

Faculty Emeritus (ACTION)

Vice President Warner said that Terrie Bidle, Biology Professor; and Joan Johnson, English Professor; were recommended for faculty emeritus. Both met the criteria for emeritus designation. Mr. Snook moved to approve the recommendation as submitted. Mr. Abraham seconded, and the motion carried by unanimous vote.

Children's Learning Center Accredited Operator (ACTION)

President Klauber said that three qualified firms responded to the RFP, but one withdrew prior to the interviews. Courtney Kensinger and Mary Beth Chaney, who served on the committee, provided valuable insight. It was recommended that the administration contract with Little Jack's Corner to operate the Children's Learning Center. Ms. Lampton moved to approve the recommendation as submitted. Ms. Cushwa seconded, and the motion carried by unanimous vote.

Draft Plan and Operating Budget for FY22

Vice President Soeffker-Culicerto briefly discussed the draft Plan and Operating Budget for FY22, noting that it was a draft and final edits and clarifications would be made. Mr. Abraham had several comments, including a request to rename the Second Entrance Widening on page 20 to Scholar Drive Relocation. Final action would be taken at the June 8, 2021 meeting.

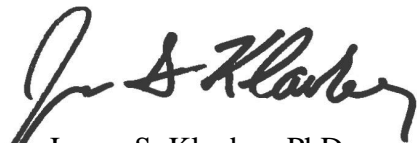
Mr. Abraham suggested freezing tuition for two years to help increase enrollments. President Klauber felt this would tie the administration's hands in a fluid situation. He said he would prefer to have intent rather than an actual freeze that would be marketed as such. After additional discussion, it was decided the administration would get additional data regarding the percentage of students who are Pell recipients.

Adjournment

There being no further business or discussion, the Board meeting was adjourned at 3:13 pm.

The next regularly scheduled meeting will be held on Tuesday, June 8, 2021, in the Student Center, Room 182, beginning at 11:00 am.

Respectfully submitted,



James S. Klauber, PhD
President/Secretary