

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Work Session
December 21, 2021*

A Work Session of the Board of Trustees of Hagerstown Community College was held on Tuesday, December 21, 2021, in the Elliott Center, Rooms 211 & 213, and via Zoom, beginning at 11:00 am. In attendance:

Board Members

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

HCC Affiliates

Jennifer Childs - Executive Director, Human Resources
Beth Kirkpatrick – Senior Director, Public Relations and Marketing
Barbara Roulette - Recording Secretary

Call to Order

Chair Williamson presided and convened the work session at 11:32 am.

75th Anniversary Board of Trustees Plaque

Members of the Board subcommittee, who discussed the emeritus status of a former trustee, thought it would be a nice idea to have a plaque in the Board Room with the names of all the trustees who have served throughout the College's history. Senior Director Kirkpatrick suggested three plaques with three columns of names and term dates on each. The current trustees would be listed with the end date left blank. The Board concurred.

Salary Adjustments for New Minimum Wage Determinations

Executive Director Childs said that several positions in salary grades 1 through 3 were earning less than some more experienced student workers. These positions were mostly in custodial, food services, and student activities. As discussed in November, these positions needed to be brought up to the minimum wage of \$15.00. Action would be taken in open session.

Policy Review

Comprehensive Emeritus Policy

Trustee Abraham said he felt the policy was outdated and needed to be reviewed. He felt that some of the benefits for emeritus for trustees and presidents were not really pertinent and should be adjusted. President Klauber and staff were asked to draft a revision for Board review.

Intellectual Property

President Klauber discussed the Intellectual Property policy and highlighted the key points. Trustee Proctor thought there were gray areas that could lead to litigation. President Klauber will ask the attorney who drafted the policy, Sarah Longson, to attend the Closed Session in January to field questions.

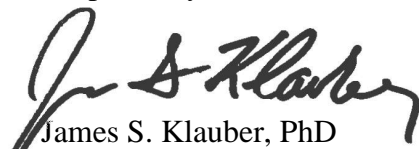
Naming College Facilities

The governance committee recommended no changes to the Naming College Facilities policy. Trustee Snook asked about the prices placed on naming opportunities, as he knew an individual who might be interested in the ARCC. Trustee Abraham felt the ARCC should be named at the discretion of the Board, and not necessarily to the first donor who offers the appropriate amount of money. Other trustees mentioned possible dollar amounts, and bringing any proposed donation to the Board for review.

Adjournment

There being no further business or discussion, the work session was adjourned at 12:05 pm.

Respectfully submitted,



James S. Klauber, PhD
President/Secretary