

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Regular Meeting
December 21, 2021*

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, December 21, 2021, in the Elliott Center, Rooms 211 & 213, beginning at 1:30 pm. 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
Christine Ohl-Gigliotti – Dean of Students
Pari Patel – President, SGA
Carlee Ranalli – Dean, Planning and Institutional Effectiveness
Barbara Roulette – Recording Secretary
Daniel Ryan – Chair, Faculty Assembly
Heike Soeffker-Culicerto - Vice President, Administration and Finance
David Warner – Vice President, Academic Affairs and Student Services

Call To Order

Chair Williamson presided and convened the regular meeting at 1:40 pm.

Consent Agenda

The Consent Agenda was comprised of open and work session minutes for November 16, 2021; the personnel report for December 2021; and policies 2012 – Special Operational Authority for the President (recommended deletion), and 4005 – Degree Types and Related Distribution of Credits. All were approved as submitted.

Reports from Campus Groups

Student Government Association

Pari Patel reported on current SGA events and those planned for the future. Dean Ohl-Gigliotti discussed the Martin Luther King, Jr. Day of Diversity celebration on January 13 at 2:30 pm in Kepler.

Faculty Assembly

Assistant Professor Ryan reported on faculty achievements and the campus book program.

President's Report

Board Briefing Summary

President Klauber discussed highlights in Academic Affairs, Student Services, and Workforce Solutions and Continuing Education.

Additional points:

- Bushey Feight Morin is doing preliminary work on the entrance and two classrooms at NACC.
- ABC has agreed to occupy part of NACC and bring programs to that location.
- The College is waiting to hear from the contractor on the solar panel parking lot project. Lot O is being considered for the location.
- The EDA grant is slowly but surely moving forward.
- The Kris Kringle craft show had a good turnout this year. President Klauber will get an update on the final numbers.

Monthly and Special Reports

Financial Report for the Period Ending November 30, 2021 (ACTION)

Mr. Snook moved to accept the financial report for the period ending November 30, 2021 as submitted. Ms. Lampton seconded, and the motion carried by unanimous vote.

Old Business

Salary Adjustments for New Minimum Wage Determinations (ACTION)

Executive Director Childs discussed the salary changes necessary to meet minimum wage legislative mandates. Mr. Snook moved to approve the recommendation as submitted. Ms. Lampton seconded, and the motion carried by unanimous vote.

New Business

Approval of HCC's Strategic Plan 2026 (ACTION)

Dean Ranalli discussed the steps taken in creating the College's Strategic Plan 2026. Mr. Abraham moved to approve the strategic plan as submitted. Ms. Brooks seconded, and the motion carried by unanimous vote.

Sole Source Vendor – ABB, Inc. (ACTION)

Mr. Abraham moved to approve the purchase of a new ABB IRB 120 robot directly from the ABB manufacturer in the amount of \$20,049 with the use of ARC funds. Mr. Proctor seconded, and the motion carried by unanimous vote.

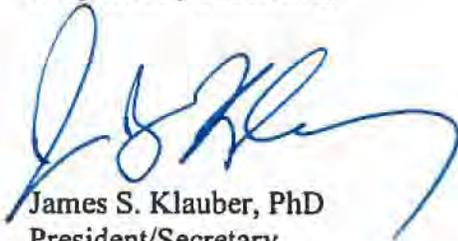
Community Counseling Service, Co., LLC (CCS) Contract Extension (ACTION)

The Foundation had asked that the contract for CCS be extended on a limited basis for the amount of \$70,000 and that College Reserve Funds be used for payment. Ms. Lampton moved to approve the recommendation as stipulated. Ms. Brooks seconded, and the motion carried by unanimous vote.

Adjournment

There being no further business or discussion, the meeting was adjourned at 2:30 pm. The next meeting will be held on January 18, 2022 in the Student Center, Room 182, and via Zoom.

Respectfully submitted,



James S. Klauber, PhD
President/Secretary