

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Regular Meeting
September 20, 2022*

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, September 20, 2022, in the AC&T Student Center, Room 182, beginning at 1:00 pm. In attendance:

Board Members

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

HCC Affiliates

Craig Fentress – Director of Information Technology
Vincent Ippolito – Director of Facilities
Christine Ohl-Gigliotti – Dean of Students
Nick Mayonado - Acting SGA President
Carlee Ranalli – Dean, Planning and Institutional Effectiveness
Eric Schwartz – Chair, Faculty Assembly
Rebecca Shives – Recording Secretary
Heike Soeffker-Culicerto – Vice President, Administration and Finance
Teresa Thorn – Coordinator, Middle College

Call to Order

Chair Proctor presided and convened the regular meeting at 11:00 am

Closed Session

Mr. Abraham moved to adjourn to closed session to discuss personnel matters affecting one or more individuals over whom the Board has jurisdiction; and to protect the privacy or reputation of individuals concerning a matter not related to public business pursuant to Maryland General Provisions article 3-305(b) (1) (2). Ms. Lampton seconded the motion carried by unanimous vote.

Re-convene Open Session

Following adjournment of the closed session, Chair Proctor re-convened the regular meeting at

1:00 pm. In closed session, the Trustees discussed two (2) personnel-related matters, and one (1) legal discussion matter. Present during closed session were Trustees Austin Abraham, Carolyn Brooks, Paula Lampton, Thomas Newcomer, William Proctor, Gregory Snook, and John Williamson. President James Klauber and Jennifer Childs were also present.

Board Chair Committee Assignments for FY23

Chair Proctor presented the board chair committee assignments. The Board reviewed the committee assignments for FY23 and made a small adjustment to add Mr. Williamson to Goal #4. Mr. Abraham moved to approve the board chair committee assignments as amended. Ms. Lampton seconded the motion carried by a unanimous vote.

Consent Agenda

The consent agenda included the work and regular session minutes for June 21, 2022 and the regular and closed session minutes August 30, 2022 (Rescinded); the personnel report for September 2022; and the policies reviewed in June – 6080 – Leasing of Real Property or Chatelet; and 4006 – Limitation on Majors All were approved as submitted, except the June 2022 regular session minutes and the August 2022 closed session minutes, which were approved as amended.

Reports from Campus Groups

Student Government Association

Nick Mayonado gave an update on the upcoming SGA election and events happening on campus.

Faculty Assembly

Assistant Professor Schwartz discussed faculty-related topics of interest.

President's Report

Board Briefing Summary

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

Additional topics:

Proposed Board Meeting Topics for FY23

The Board reviewed the proposed Board meeting topics for FY23. The document is fluid, as topics are moved and adjusted throughout the year as necessary.

Key Campus Dates for FY23

Key campus dates for FY23 were distributed.

MACC CIP Prioritization

The MACC CIP Prioritization list was reviewed.

Dashboard Demonstration

Director Fentress demonstrated an enrollment dashboard from an Informer report to the Trustees.

Chair Proctor left the meeting and Vice Chair Lampton took over

Monthly and Special Reports

Financial Report as of August 31, 2022 (ACTION)

Vice President Soeffker-Culicerto gave a brief overview of the financial report. Mr. Snook moved to accept the financial report as of August 31, 2022 as submitted. Mr. Newcomer seconded, and the motion carried by unanimous vote.

Special Reports

Middle College Report

Coordinator Thorn reported on the Middle College class of 2022. A total of 185 students have graduated from the Middle College since the first graduating class in 2015.

In the cohort for the 2022-2023 academic year are sixty-five students, thirty-five of whom are returning seniors, and twenty-eight are incoming juniors; coming from various Washington County high schools, private schools, and home schooled. Coordinator Thorn discussed the success factors for the STMC, which included articulation between HCC and WCPS, articulation agreements with four-year institutions, and marketing materials and rebranding of the Middle College program.

Maryland Performance Accountability Report (ACTION)

Dean Ranalli discussed the Maryland Performance Accountability Report. Mr. Snook moved to approve the report as submitted. Mr. Abraham seconded, and the motion carried by unanimous vote.

New Business

Zoning Request

Director Ippolito and Dr. Klauber discussed a zoning request that was received for an assisted living facility near the college. Director Ippolito expressed concerns for water runoff near our walking trail and concern for mosquito growth. Mr. Abraham and Mr. Snook suggested expressing concern in writing to officials at Washington County.

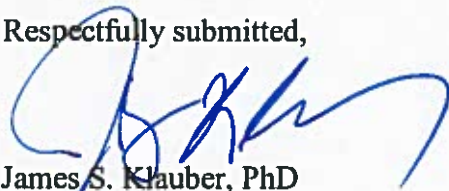
Board Goals for FY23

Ms. Lampton presented the Board Goals that were passed around to the group.

Adjournment

There being no further business or discussion, the regular meeting was adjourned at 3:08 pm. The next regularly scheduled meeting will be held on October 18, 2022 in the AC&T Student Center Room 182, unless otherwise noted.

Respectfully submitted,



James S. Klauber, PhD
President/Secretary