

BOARD OF TRUSTEES
HAGERSTOWN COMMUNITY COLLEGE
Hagerstown, Maryland

September 15, 2026
Regular Business Meeting
CPB 211 & 213

AGENDA

(Closed Session 10:00 am – 12:00 pm)
(Work Session 12:00 pm -1:00 pm)
(Open Session: 1:00 pm – 3:00 pm)¹

- I. Call to Order
- II. Adjourn to closed session to discuss personnel issues and/or other personnel matters affecting one or more individuals over whom the Board has jurisdiction and to discuss contents of a bid proposal pursuant to Maryland General Provisions Article 3-305(b)(1)(14), respectively.

(Open Session: 1:00 pm – 3:00 pm)
- III. Board Chair Committee Assignments (*Attachment*)
- IV. Consent Agenda (**ACTION**)
 - A. Minutes
 - 1. June 9, 2026 – Open, Closed, Work Sessions (*Attachments*)
 - 2. July 13, 2026 – Work Session (*Attachment*)
 - B. Personnel Report for September 2026 (*Attachment*)
- V. Reports from Campus Groups
 - A. Report from SGA - Introduction of Officers
 - B. Faculty Assembly
- VI. President's Report
 - A. Board Briefing Summary (*Attachment*)
 - B. ATC Renovation Monthly Update
 - C. Scholar Drive Monthly Update
 - D. Proposed Board Meeting Topics for FY27 (*Attachment*)
 - E. Key Campus Dates for FY27 (*Attachment*)
 - F. MACC CIP Prioritization (*Attachment*)
 - G. Dashboard Metrics
 - F. Foundation Report
- VII. Monthly and Special Reports
 - A. Financial Report (*Attachment*) (**ACTION**)

¹ The times provided are estimates which the Board makes good faith efforts to adhere allowing for deviations based on the discussion deemed necessary

B. Special Reports

1. Maryland Performance Accountability Report (*Attachment*) (ACTION)

VIII. New Business

- A. FY27 Massage Therapy Clinic Fees (*Attachment*) (ACTION)
- B. Voting Delegate for ACCT (*Attachment*) (ACTION)
- C. Facilities Program Part I and Part II Outdoor Athletic Facilities (*HANDOUT*) (ACTION)
- D. Facilities Program Part I and Part II ARCC Building (*HANDOUT*) (ACTION)
- E. CCS Fundraising Partnership (*HANDOUT*) (ACTION)

IX. Public Comment²

X. Remarks from Trustees

XI. Adjourn

² At the Board's discretion, the Board may allocate time for public comment as follows: up to 20 minutes, 10 minutes for students, 10 minutes for the general public related to topics pertaining to College business, with the exception of confidential employee/student matters, matters that are subject to appeal, or solicitation of products/services. Individuals will be allotted 3 minutes, with 5 minutes allotted if representing a club/organization. Slots are allocated on a first-come, first-serve basis by pre-registering by contacting the Executive Assistant to the President at ammartin@hagerstowncc.edu 10 days prior to the scheduled meeting. Written Comments: Individuals/Organizations may send written comments to the Board, by sending to ammartin@hagerstowncc.edu.



11400 Robinwood Drive • Hagerstown, MD 21742-6514 • 240-500-2000

Board of Trustees

**HCC Board of Trustees
Committee Assignments for FY27**

Audit Committee

Greg Snook, Chairperson
Andrew Serafini, Vice Chairperson
Tom Newcomer

HCC Foundation Liaisons

Paula Lampton
John Williamson

Board Self-Evaluation

Carolyn Brooks
Tom Newcomer

MACC

Paula Lampton
Bill Proctor
John Williamson
Tom Newcomer

Nominations

Carolyn Brooks, Chair
Greg Snook

Alumni

John Williamson
Paula Lampton

Board of Trustees
Hagerstown Community College
11400 Robinwood Drive
Hagerstown, Maryland 21742-6590

ACTION

Subject: Consent Agenda

Date: September 15, 2026

BACKGROUND:

On March 2019, the Board of Trustees adopted a Special Rule of Order permitting the use of a Consent Agenda when appropriate and at the discretion of the Board Chair.

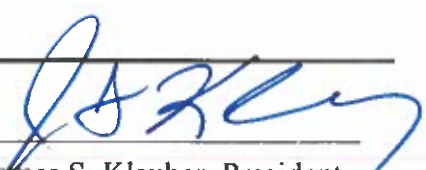
RECOMMENDATION:

That the Board approves as submitted the Consent Agenda, comprised of:

1. Minutes for June 9, 2026 and July 13, 2026 (Closed, Work and Open Sessions)
2. Personnel Report for September 2026

Prepared by: Amy Martin

Title: Executive Assistant to the President

Recommended by: 

James S. Klauber, President

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

***Regular Meeting
June 9, 2026***

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, June 9, 2026, in the Careers Program Building, Rooms 211 and 213, beginning at 10:00 am. In attendance:

Board Members

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

HCC Affiliates

David Bittorf – Director, Finance
Jamie Cannon – Chief Counsel
Alicia Cullop – Director, Procurement Services
Beth Kirkpatrick – Senior Director, Public Relations & Government Relations
Mike Markoe – Executive Director, Human Resources and Professional Development
Amy Martin – Recording Secretary
Christine Ohl-Gigliotti – Dean, Student Services
Carlee Ranalli – Dean, Planning and Institutional Effectiveness
Dawn Reed - Coordinator of Administration & Finance
Dawn Schoenenberger – Vice President Academic Affairs and Student Services
Richard Schulman - Director of Facilities Management and Planning
Heike Soeffker-Culicerto – Vice President, Administration and Finance
Veronica Stein – Professor, Chemistry and Physical Science / Faculty Chair
Ashley Whaley – Senior Director, College Advancement

Call to Order

Chair Lampton presided and convened the regular meeting at 10:00 am.

Closed Session

Mr. Williamson 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 Maryland General Provisions Article § 3-305(b) (1). Mr. Newcomer seconded the motion carried by unanimous vote.

Re-convene Open Session

Following adjournment of the closed session, Chair Lampton re-convened the regular meeting at 12:21 pm. In closed session, the Trustees conducted one (1) performance evaluation. Present during closed session were Trustees Paula Lampton, Austin Abraham, Carolyn Brooks, Thomas Newcomer, Gregory Snook, and John Williamson. President James Klauber was also present.

Consent Agenda

The consent agenda included the closed, administrative closed, work and open session minutes for May 12, 2026 and the personnel report for June 2026; and policies reviewed in May - 7080 – Dental Patient Bill of Rights (deletion) and 8102 – AI (Artificial Intelligence) Acceptable Use. The consent agenda was approved as submitted.

Reports from Campus Groups

Student Government Association

There was no report from the SGA this month.

Faculty Assembly

Professor Stein reported on topics relating to faculty including QM Certification for two courses; Lore Kuehnert's HIS-102 and Stacy Reikowsky's HIS-202. Stacey McGee and Aaron Mitchell attended the annual national conference for Teachers of Accounting at Two-Year Colleges. Professor Stein attend the Two-Year College Chemistry's Consortium's 226th Conference at Montgomery College. Associate Professor Drumgoole received a graduate certificate in professional writing acknowledging the completion of coursework for an MFA in Creative Writing and shared she will be stepping down from PTK to be the next Faculty Assembly Chair. New PTK officers were announced along with Stacy Reikowsky becoming PTK advisor in place of Alicia Drumgoole.

President's Report

Board Briefing Summary

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

Additional Points:

- Shared updates about accreditation from CCA conference and SACS losing members.
- Discussed schools in Middle States region closing doors.

- Announced new Dean of WSCE will be Jessica Baker; still looking for Program Manager in that department.
- CRAC to make implementations that will benefit us in the future.
- Phlebotomy program is full through spring.
- Meeting with Volvo - industrial mechanic program to start soon and looking into pre-manufacturing apprenticeship program for WCPS students.
- WSCE losing corrections training program.
- Enrollment for summer has been great and fall looks good too.
- Shared letter from Angie Auldridge
- Handed out Annual Report

Foundation Report

Senior Director Whaley announced the Foundation's Strategic Plan was approved at last week's annual meeting. Final version will be shared with Trustees soon. The Foundation also approved a FY27 fundraising goal of \$1,078,500. The Annual Alumni and Friends Picnic to celebrate Lisa's retirement will be held on June 12. President's Circle Dinner is on June 17.

Monthly and Special Reports

Financial Report as of May 31, 2025 (ACTION)

Vice President Soeffker-Culicerto gave a brief overview of the financial report. Mrs. Brooks moved to accept the financial report as of May 31, 2026, as submitted. Mr. Abraham seconded, and the motion carried by unanimous vote.

College Insurance Review

Vice President Soeffker-Culicerto and Dawn Reed, Coordinator of Administration & Finance gave a brief summary of the College insurance coverage report.

Annual Governance Report

Dean Ranalli gave an overview of shared governance over the past year, including a summary of the policy work this year. Highlights included record retention policies, student impairment policies and procedures, campus safety, curricular changes, assessments and related training, and updates to IT and finance policies.

Cultural Diversity Plan (ACTION)

Dean Ranalli presented the Cultural Diversity Plan. This year's Cultural Diversity Plan addressed initiatives and data related to students, faculty and staff. Through intentional planning, student engagement efforts, professional development, and ongoing assessment, the College continues to make progress toward the goals outlined in its Cultural Diversity Plan. Mr. Abraham moved to

accept the Cultural Diversity Plan as submitted. Mr. Proctor seconded, and the motion carried by unanimous vote.

2025 – 2026 Program Reviews

Vice President Schoenenberger shared program reviews for Chemistry and Human Services; Substance Abuse Counseling. An external reviewer for each program came and gave a report to show key strengths and areas for improvement. Key strengths for Chemistry were faculty expertise and very strong commitment along with quality curriculum with transferable programs. Program does show low completion rate. Key strengths for Human Services; Substance Abuse Counseling include dedicated and highly committed faculty, curriculum quality and assessment practices, and experiential learning and internship outcomes. Program shows low retention and degree completion.

New Business

Student Impairment Policy (ACTION)

Mr. Abraham moved to accept the new policy presented. Ms. Brooks seconded, and the motion carried by unanimous vote.

By unanimous consent, the board agreed to amend the agenda to add 'Salary for FT/PT Regular Permanent Employees for FY27' to the agenda under New Business. The agenda was adopted as amended.

Salary for FT/PT Regular Permanent Employees for FY27 (ACTION)

Executive Director Markoe presented the FY27 increase to base salaries for FT/PT regular permanent employees. Mr. Proctor moved to approve the increase. Mr. Brooks seconded, and the motion carried by unanimous vote.

Old Business

Finalize Board Meeting Dates for FY27 (ACTION)

Mr. Proctor moved to approve the Board Meeting dates for FY27. Mr. Williamson seconded, and the motion carried by unanimous vote.

Plan and Operating Budget for FY27 (ACTION)

Mr. Williamson moved to approve the Plan and Operating Budget for FY26 as submitted. Mr. Abraham seconded, and the motion carried by unanimous vote.

Board Re-organization for FY27 (ACTION)

In accordance with Article IV of the Constitution and By-laws, Chair Lampton turned the meeting over to President Klauber to conduct an election for the office of chair for FY27. Trustee Snook nominated Mr. Thomas Newcomer as candidate for Board Chair. There were no nominations from the floor, so President Klauber declared the nominations closed, and Mr. Newcomer was elected by acclamation.

Mrs. Brooks nominated Mr. Gregory Snook for Vice Chair. There were no nominations from the floor, so President Klauber declared the nominations closed, and Mr. Snook was elected by acclamation.

Chair Lampton resumed chairmanship of the meeting. Trustee Abraham added that the Board acknowledged that President Klauber would serve as Secretary/Treasurer in accordance with Section 16-102 under Subtitle 1 of Title 16 Community College; Division III – Higher Education of the Education Article of the Annotated Code of Maryland.

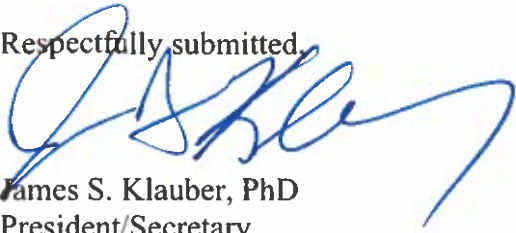
Trustee Remarks

Trustees thanked Mrs. Lampton for her service as Board Chair for the past 2 years. All Trustees expressed their appreciation for Trustee Abraham and his dedication to the College over the past 18 years. Trustee Proctor thanked the staff and President Klauber for all they do. Trustee Abraham shared a farewell speech.

Adjournment

There being no further business or discussion, the regular meeting was adjourned at 3:00 pm. The next regularly scheduled meeting will be held on September 15, 2026, in the Career Programs Building, Rooms 211 and 213 unless otherwise noted.

Respectfully submitted,



James S. Klauber, PhD
President/Secretary

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Work Session
June 9, 2026*

A work session of the Board of Trustees of Hagerstown Community College was held on Tuesday, June 9, 2026, in the Careers Program Building, Rooms 211 & 213 beginning at 12:21 pm. In attendance:

Board Members

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

HCC Affiliates

Amy Martin – Recording Secretary
Christine Ohl-Gigliotti – Dean, Student Services
Ashley Whaley – Senior Director, College Advancement

Call to Order

Chair Lampton presided and convened the work session at 12:21 pm.

Policies for Review

Policy 6081 – Student Impairment

Dean Ohl-Gigliotti shared updated verbiage that defined “the person responsible” at the end of section V.

The Trustees reviewed the update and had no change recommendations. This policy will be voted on in Open Session.

HCC Naming Opportunities

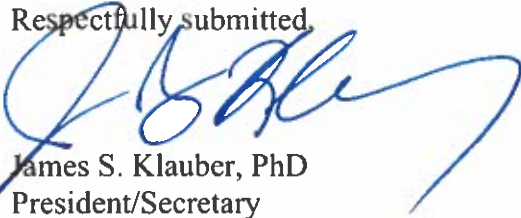
Senior Director Whaley presented a draft of naming opportunities and asked Trustees to consider a program being named by a donor. Trustees asked questions pertaining to pricing of rooms, levels of donating, and when pricing should be updated. Trustees discussed having separate items for scholarship naming opportunities. Trustee Williamson recommended having a footnote stating naming opportunities only be updated by the Board and it be reviewed every year or two. Trustee Snook inquired if the

administration cost per scholarship had ever been evaluated. Ms. Whaley will be auditing the list to ensure all CPB classrooms are included.

Adjournment

There being no further business or discussion, the work session was adjourned at 1:02 pm.

Respectfully submitted,



James S. Klauber, PhD
President/Secretary

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

***Special Work Session
July 13, 2026***

A special work session of the Board of Trustees of Hagerstown Community College was held on Monday, July 13, 2026, in the Administration & Student Affairs Building, Boardroom beginning at 9:00 am. In attendance:

Board Members

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

HCC Affiliates

Amy Martin – Recording Secretary

Call to Order

Chair Newcomer presided and convened the work session at 9:07 am.

Chair Newcomer welcomed Trustee Serafini to the board and his first official meeting.

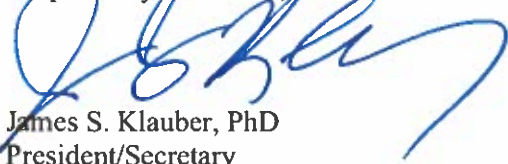
Facilities Discussion

President Klauber discussed initial strategies for the funding for relocating and revamping the athletic fields. Discussion also included renovation of the ARCC. Due to community use these projects need to be priorities. ASA project will be postponed for now. DBM, DGS, and MHEC were all made aware. All Board members were in support of the ideas for the funding of these projects.

Adjournment

There being no further business or discussion, the work session was adjourned at 10:16 am.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'J. S. Klauber', is written over the printed name and title.

James S. Klauber, PhD
President/Secretary

Board of Trustees Meeting Faculty Highlights June 2026

Courses that are QM Certification

Lore Kuehnert, Professor of U.S and World History, HIS-102, World History Since 1500

This course studies world civilizations from the mid-1500s to the present, focusing on the impact of Western colonialism on the non-Western world, the rise of nationalism throughout the world, and the movement toward some measure of international cooperation.

Stacy Reikowsky, Assistant Professor of History, HIS 202, United States History Since 1865

This course surveys major events and trends in United States history from reconstruction to contemporary United States society. Topics include economic development, Populism, Progressivism, territorial expansion, the Great Depression, and world war. Political, economic, cultural and social themes, issues, and perspectives are studied.

Stacey McGee, Professor of Business and Accounting and

Aaron Mitchell, Associate Professor of Business and Accounting, attended the annual national conference for Teachers of Accounting at Two-Year Colleges (TACTYC). The conference was held in Orlando, FL. On May 15-16, 2026. Both attended the conference virtually. Most of the sessions were focused on developing soft skills and on AI.

Veronica Stein, Professor of Chemistry, attended the Two-Year College Chemistry Consortium's (2YCE) 226th Conference at Montgomery College, Takoma Park-Silver Spring Campus on May 29-30, 2026. The conference theme was Teaching with Purpose: Engaging Students in Meaningful Chemistry Experiences. At this conference, Ebony Roper from Cecil College, Christine Chin Choy from FCC, and I (from HCC) presented a talk titled *Student-Focused Redesign of Two General Chemistry Labs*.

Alicia Drumgoole, Associate Professor of English Composition,

- has received a graduate certificate in professional writing acknowledging the completion of the coursework for an MFA in Creative Writing at the Southern New Hampshire University online. Alicia has started her thesis project, which is a mystery novel.
- has been an advisor for PTK and announced that PTK has an excellent team of new officers
 - Moiz Asif, President
 - Katherine Moser, Vice President
 - Kanaz Mistry, Chief Officer of Leadership and Scholarship
 - Anthony Boyd, Chief Officer of Service and Fellowship
 - Preston Mayhew, Recording Secretary

The advisor team will meet and begin officer training and project brainstorming this summer. Alicia will be stepping down from PTK to be the next Faculty Assembly Chair. Stacy Reikowsky will take her place as advisor for PTK.

Faculty Highlights

September 8, 2026

- Dr. Jane Choi attended The Climate Initiative Educator Retreat in Saco, Maine this summer “and came back with fresh ideas to teach about planetary health for my environmental science class.”
- Dr. Eric Schwartz reported:
 - The mayor of Glendale, WI spoke to Eric’s Environmental Policy class to talk about local solutions to environmental problems
 - He attended the American Political Science Association Conference and attended sessions on Authoritarianism, Fostering Social Engagement, Political Knowledge; State Power and Digital Surveillance; Democracy Under Threat; Academic Freedom; Electoral Reform; and Social Media and Disinformation.
- The Hedge Apple Magazine is running its annual Halloween contest, which is open to all writers and artists. The magazine accepts writing under 1000 words and original artwork. The magazine asks for no AI and no extreme gore. Submissions are due by October 12, 2026. This year’s theme is “Create Your Own Cryptid.” Winning entries will be placed in the Hedge Apple Magazine in Spring 2027.
- The HCC Big Read Committee is finalizing details for this year’s Big Read event. Dr. Susan Magsamen will be joining us on the HCC Campus on February 17th, and the committee will be meeting this Friday morning to vote on the 2027-2028 HCC Big Read book.
- The Writing Across the Curriculum committee is partnering with the HCC Big Read Committee to further develop projects and curriculum development surrounding *Your Brain on Art*. Faculty across campus are collaborating on this event.
- The Faculty Art Showcase will be held November 5th
- Fall Production (Theater) will be held November 20-21 at 7 p.m. and Nov 22nd at 2 p.m.
- Student Art Showcase: December 3 at 4:30-7:30 p.m.
- Contemporary Music Ensemble: December 8th
- Dr. Reikowsky – Phi Theta Kappa is off to a good start and are beginning their College Project and their Honors in Action project.

David W. Fletcher Incubator + Labs & Culinary Incubator

July-September 2026 Board Meeting Updates

- Member Updates:
 - New Culinary Members
 - Potomac Fur Mama- manufacturing and selling single-ingredient, human grade freeze-dried pet treats.
 - Slide Hustle- fast, affordable, high-quality food and embedded into the local sports community
 - Graduated: Sweet Corn Puddin’- accepted into a CPG accelerator program near DC.
 - New Spark! Members

- Futurespore- A software development and internet publishing project intended as a platform for promoting Solarpunk-Inspired living in the modern, digital world.
 - Orby- Nigerian Catering Company
 - Rooted- Civic-engagement app connecting communities through volunteering and local rewards.
 - Spark! Tank Pitch Competition scheduled for Tuesday, November 17th, 2026.
 - Applications are currently open until 9/20
 - Taxes Training- September 14- 5-7pm
 - \$5,000 grant received from NACCE to offer a student Pitch Competition. Scheduled for Spring 2027. The Foundation secured an additional \$8,000 for the competition.
 - Incubator was invited to apply for an ARC Grant
 - Onboarded an additional 2 business coaches: Erin Pelicano and Danielle Rizzo
 - Onboarded one advisor: Heather Hughes and one mentor: Andrew Keller
 - Added a partnership with Anything Printed to offer our members a 20% discount on promotional products.
 - Added monthly office hours with Ryan Chapin, Entrepreneur in Residence and co-owner of Hearty Pet
- Hosted Women Empowered Chamber Event at the Incubator (20 participants attended)

Workforce Solutions and Continuing Education

June 2026

Allied Health:

- Massage Therapy Program Student Clinic soft opening September 4, 2026 – serving Faculty and Staff
- CNA/GNA and Medical Assisting Coordinator resigned. Job description submitted to begin program search
- Phlebotomy program continues to waitlist. Exploring Hybrid options to serve more students.
- Foundations of Healthcare Online class pilot went well. We will be offering 4 hybrid offerings each year.
- Paramedic program seating is in progress. We work closely with Washington County Public Safety Training Center to fill the 16 available seats.
 - Prerequisite - EMT and bio 116 or equivalent (within five years of program start)
- Nurse Refresher Fall offering canceled due to low enrollment.
- Interviews Scheduled for Allied Health Program Manager

Business and Certification:

- The Certified Destination Ambassador program with Visit Hagerstown CVB has been a great success since it opened for enrollment on July 1. The feedback coming in is positive and even lifelong residents of the area are learning about new places to visit and the history of the county.
- An insurance pre-licensing program is being planned for release during our spring term. The program will consist of professionalism skills, foundations of insurance, Life & Health insurance, Property & Casualty insurance and job shadowing.
- I'm working with several local companies, Cumberland Valley Retina Consultants and Blue Ridge Risk Advisors on customized trainings. Both training will focus on customer service, communication skills, and the client experience.
- The second cohort of paraprofessional students started on September 1. This year the program includes a professionalism course and WorkKeys requirement before enrolling in the ParaPro Ready class. Eight students are enrolled.

- Manufacturing Extension Program is bringing their Recipe to Reality to campus on Oct 28. We will be partnering with them for FTE.

Personal Enrichment and Youth Programming:

- We have experienced enrollment growth in our cross-listed courses. To accommodate the high demand from Con Ed students, we successfully extended seating capacities in; Drawing, Painting, and Music classes.
- Several courses continue to maintain strong and consistent enrollment numbers: Stained Glass Art, Chair Caning, Simply Fit, Fly Fishing, Swing & Foxtrot and History.
- SYP hosted 8 full, week-long summer camps featuring diverse subjects such as Island Dance, Kitchen Chemistry, Building Robotics and Biotechnology and Biomedicine.
- The program welcomed a total of 385 campers (grades 1–12), which is a steady increase from last year's total of 356 campers.
- By hosting programs on-site, we introduced young students to our campus environment and influenced their future college planning.
- Operations were fully supported by dedicated morning, and afternoon staff shifts; this ensured a seamless, safe and successful summer experience.

Trades, Transportation and Technology:

- MOU established with Fairfield Area School District and welding class to begin at the end of August the high school. MOU also signed for construction core program in the winter.
- Construction Career Fair for Barr students AND food truck night scheduled for September 9, 3-5 PM, at the Bowman center. Food trucks feature two clients of CBES, Slide Hustle and Jalapeno & Honey

September Board Summary – Athletics

Our fall athletic teams have been engaged in preseason activities since August 3 and are off to an exciting start.

The men's soccer team has a roster of 24 student-athletes and currently holds a 4-0 record, scoring 21 goals through its first four contests.

The women's soccer team has a roster of 16 and has opened the season with a 1-0 record.

The volleyball team features a roster of 10 student-athletes, including eight freshmen. While the team is currently 0-1, its young roster continues to gain valuable experience and is expected to grow stronger with each match.

The cross-country teams opened their season on September 4 at Shippensburg University's Galen Piper Classic. The women's team currently has six runners, while the men's team has seven.

Baseball began fall practices this week and will participate in a fall scrimmage schedule. Forty-nine student-athletes are currently trying out for the team. Assistant Coach Andrew Mathias recently resigned to accept a full-time coaching position at Walters State Community College in Tennessee. The assistant coaching position is currently being filled.

Softball also began its fall scrimmage season this week with a strong roster of 15 student-athletes. Head Coach Savannah Mills resigned following a professional promotion outside of athletics. Assistant Coach Pat Sherman has been named head coach, and Nick Drachbar has joined the program as assistant coach. An additional assistant coaching position remains open.

Women's Basketball Coach Samaria Silva resigned after accepting a promotion in her professional career. The position is currently vacant.

For the first time in a decade, the men's basketball program will enter the season with an entirely new coaching staff. Former Head Coach Barnard Hopkins accepted a full-time opportunity as Head Men's Basketball Coach at Mississippi University for Women. Terry Maczko has been hired as head coach and will be joined by Assistant Coaches Dave Springer and David Dorsey.

While we will miss the coaches who have recently departed, we are proud of their accomplishments and grateful for their contributions to our athletic programs. Their career advancements and success in securing full-time collegiate coaching opportunities reflect positively on the impact of their work at HCC.

Grants Development Board of Trustees Report As of September 4, 2026

I. PROPOSALS

IN DEVELOPMENT/EXPLORING

Glenn W. Bailey	Rolling
MSAC Creativity Grant	September 30, 2026
ARC Preliminary Proposal	September 30, 2026
Fletcher Foundation	October 30, 2026
Hotel Rental Tax Fund	October 30, 2026

AWARDED FY27

CCCPDF FY27	\$82,615.62
Consolidated Adult Education and Family Literacy Services	\$588,221
Total Awarded FY27	\$670,836.62

SUBMITTED AND PENDING FY26/FY27

CCAMPIS	\$612,234
MSDE CNA CTE Expansion	\$59,994.80
BJAG Police Radios	\$63,523
Rural Health Transformation Fund – EMS	\$289,528.56
EARN FY27	\$222,200
<i>Total Pending</i>	<i>\$1,297,480.36</i>

DECLINED FY27

Truist Foundation	\$50,000
AMTA Massage Therapy Scholarships	\$10,000
Total Declined FY27	\$60,000

AMENDING

N/A

CLOSING FY27 (Q1)

CCAMPIS	9/30/2026
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AWARDED FY26

FY26 CCCPDF	\$67,185.61
Rural Maryland Council – Allied Health	\$197,045
Consolidated Adult Education and Family Literacy Services	\$473,768
ARC GEAR UP	\$260,110
Glenn W. Bailey STEM Scholars	\$24,000
HOOD/NSF Bio Experiential Learning Sub	\$0
Swipe Out Hunger	\$3,000
Maryland Food Bank Government Shutdown Relief	\$5,000
Hotel Rental Tax Fund	\$10,000
TEDCO Entrepreneur-in-Residence	\$25,000
Title III (Supplemental Funds)	\$169,094
Adult Education and Family Literacy Services (Supplemental Funds)	\$82,883
NACCE Pitch Competition	\$5,000
ARC Bowman Equipment	\$197,331
NSP II Instructional Equipment	\$150,000
Total Awarded FY26	\$1,669,416.61

2026 EMPLOYEE GIVING CAMPAIGN RESULTS

\$69,855 RAISED

88% OVERALL PARTICIPATION RATE

EMPLOYEE GIVING CAMPAIGN THANK-YOU GEAR

As a thank you for their generosity, employees who contributed to the Employee Giving Campaign were offered exclusive HCC Foundation thank-you gear based on their total contribution:



- **\$100+** T-shirt
- **\$300+** T-shirt & sweatshirt
- **\$1,000+** T-shirt, sweatshirt & vest

We would like to offer these incentives to our Trustees as well! For gifts made by September 22, we will place an order for the items offered at the corresponding giving level.

Design size and placement are estimated and not exact.

Board of Trustee Report from the Office of Academic Affairs

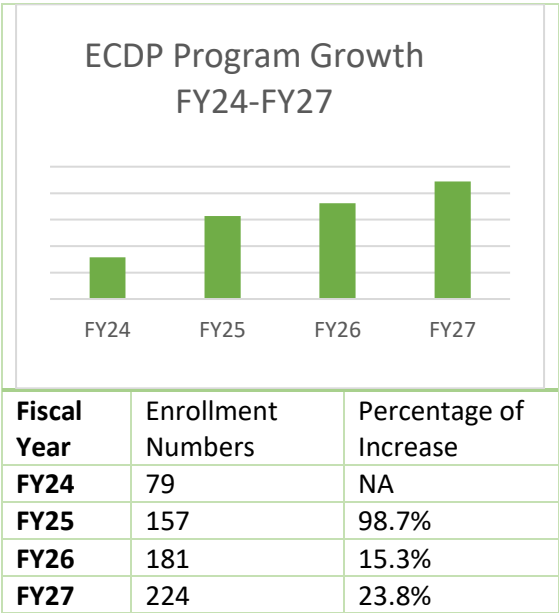
September 15, 2026

Academic Affairs

Office of Academic Affairs

Early College Department

The ECDP has a total of 222 FT students with 2 students adding in SP27, totaling 224 FT Students!



BT
Economic Research Center

This is an email from Assistant Professor, Corey Stottlemeyer, which provides an excellent update on the work accomplished to date.

Greetings –

Thank you and Dr. Klauber for your continued support of the Economic Research Center. As we have worked with people on campus to launch the initiative, we have enjoyed support and assistance from everyone involved. Also, I can not thank Stacey, Nancy, and the B&T team enough for all of their incredible support.

The summer alternative assignments allowed the Economic Research Center to move from its initial development phase into active project delivery. During the summer, the Center made substantial progress in four areas: external research projects, student applied learning, development of Center procedures and research capacity, and expansion of the potential project pipeline.

Two major external projects moved forward during the summer. The Center has completed a final draft of an economic impact analysis for the Washington County Museum of Fine Arts, examining the Museum’s current economic contribution and the potential impact of its planned expansion. The work includes analysis of museum operations, visitor activity, and the economic impact of the proposed capital investment at both the Washington County and Maryland levels.

The Center also conducted an economic impact analysis for Ritchie Revival and the redevelopment of the former Fort Ritchie property. This project has included analysis of current tenant activity, operating and capital expenditures, grant-funded investments, and broader economic indicators related to the Cascade community. The project has also provided an opportunity to expand the Center's work beyond traditional economic impact modeling by incorporating other demographic, income, housing, and regional economic data.

These projects have helped establish a working model for how the Center can move from a partner's initial question through data collection, economic modeling, analysis, and preparation of a professional external-facing report.

The Center also expanded its student research capacity during the summer. Two students have served as research assistants, participating in applied research activities connected to Center projects. Their work has provided students with supervised experience in data collection, analysis, research documentation, and preparation of information for professional research products.

Both research assistants graduated from HCC earlier this year and left the roles at the end of August. One student is continuing his education at Temple University's Japan Campus and the other student is continuing her education at Frostburg State University. We are currently reviewing resumes of applicants.

In addition to client-based projects, the Center began developing shorter, public-facing research products designed to demonstrate its capabilities and provide useful regional information. One example is the "Sizing Up the Outdoor Recreation Economy in the Tri-State Region" analysis, which examines outdoor recreation employment and industry activity across Washington County, Maryland; Franklin County, Pennsylvania; and Berkeley County, West Virginia.

This project serves as an example of how the Center can independently identify a regional economic issue, conduct original analysis, and translate the results into an accessible outreach product. These types of pieces can provide useful information to regional stakeholders while also demonstrating the Center's capabilities to partners and prospective clients.

The summer work has also resulted in the continued development of templates, research methods, project workflows, and reporting approaches that can be reused for future projects. We have incorporated regional data in our economics classes and are promoting the work experience opportunities for students.

We have applied to join AUBER, the Association of University Business and Economic Research. Based on our conversation with the leadership, we are very optimistic that our application will be accepted. We would be the only existing member that has an economic research center at a 2-year college.

Finally, considerable time has been devoted to developing the next stage of the Center's project pipeline. Conversations have continued with regional organizations, higher education partners, economic development organizations, and other prospective clients. These discussions are helping identify where the Center can provide a distinctive service through regional data analysis, economic impact research, and faculty-led applied research involving HCC students.

Further update from Corey:

The Center's application to join AUBER was accepted and we are the only two-year college economic research center to be a member of that organization, which includes business and economic research centers from across the country.

With the help of Alicia Cullop, the Center is now registered with eMaryland Marketplace, the state procurement site, and looking for opportunities to do work as either a prime or sub on state and county requests for proposals in economics and data work.

VOLVO

Status of Preparation for the Volvo 26-27 Boot Camp Series

The first 120-hour session of the Volvo 26-27 Boot Camp Technical Instruction Series will begin on October 12. The second is scheduled to begin in January. Two faculty members from the B&T division have been meeting with technical contacts in-person at Volvo's Powertrain facility in Hagerstown to become more familiar with the roles and responsibilities of mechanical maintenance technicians in the plant. After months of curriculum discussions by a committee of Volvo and HCC experts, we have created a couple of draft Syllabi to be reviewed at Volvo. Feedback provided by Volvo's training team will be incorporated into the details of the curriculum. In preparation to teach the curriculum, a set of about 50 items of consumable and non-consumable training items has been assembled. A list of about 20 Volvo-specific training equipment items has been requested as well. The ETTC building room 103 is being reorganized to become the classroom and lab space for the first cohort of 10 new Volvo employees.

DEV

- LSC usage seems to be stronger, with steady traffic in the first couple of weeks of classes. They have purchased a pop-up banner to use at new tabling events in the Student Center. Engagement with students there has been good, offering stickers and running a poll of what classes are proving to be most challenging.
- The Brish Library and Washington County Free Library are working out details for bringing the WCFL Bookmobile to the HCC campus periodically.

HS

Health Information Management has had a resurgence in students enrolled with 21 students in the first-year cohort and we were able to retain 10 of the 13 students in the second-year cohort. This is the highest retention rate we have had in 5 years regarding the second-year cohort.

HU

- We are a center for the arts in our region. In the loan documentation we do ask that they recognize us in the show program.
 - This past spring we loaned a large portion of our medieval and Renaissance costumes to Boonsboro high school for their spring production of "The Brothers Grimm Spectaculathon"
 - They were awesome to work with and returned all costumes in excellent condition. That's really the largest loan we have had this year.
- Sean Wynkoop initiated Writing Across the Curriculum (WAC) in FY24, and the group plans to begin a WAC assessment initiative this year, reviewing preliminary data and developing a shared understanding of what writing-intensive instruction looks like across disciplines. The group plans to use this work to further develop and pilot an institution-specific WAC assessment beginning in fall 2027 to determine how student writing develops during their enrollment at HCC. Assessment data will be used to inform and develop writing instruction across campus as well as improve WAC resources. This work is based on Sean Wynkoop's recent graduate research.
- Margaret Yaukey and Audra Martenot will be presenting at Shippensburg University. *Shared Visions*, Art Opening Reception Oct 1, 4-6 Runs Oct 1-Nov 4.

The Galleries at Ship
Department of Visual and Performing Arts
Shippensburg University

Join Us Fall 2026

In the Kauffman Gallery:

08.24 - 09.23.2026: **The Lure of Lore**, Artwork by Savannah Schroll Guz
Opening Reception: Thursday, September 3, 4 - 6pm

10.01 - 11.04.2026: **Shared Visions**, Artwork by Audra Martenot and Margaret Yaukey
Opening Reception: Thursday, October 1, 4 - 6pm

11.12 - 12.01.2026: **Fall 2026 Senior Seminar Exhibition**
Opening Reception: Thursday, November 12, 4 - 6pm

In the Brindle Gallery:

This Fall, our little Brindle Gallery will host the current Art and Design seniors, who will each have the opportunity to curate and hang their own show. Each date listed will have a new Brindle Gallery Show. You will not want to miss these:

September 11 - September 15	October 11 - October 15
September 16 - September 20	October 16 - October 20
September 21 - September 25	October 21 - October 25
September 26 - September 30	October 26 - October 30
October 1 - October 5	October 31 - November 4
October 6 - October 10	November 5 - November 9

All gallery events are free and open to the public.

MAT & SCI

- The Environmental Club students are excited for the new year and will be partnering with our local environmental group, ACWA (Antietam Conococheague Watershed Alliance) as well as the MD DNR-Forestry Service to collect native tree seeds to help restock the MD state tree nursery and ultimately contribute to the 5 Million Trees Initiative. Tomorrow (Tuesday 9/1) we will start collecting seeds from the flower dogwood trees on campus (2 by the library and 2 in the center), and then in October we will plan on collecting black walnuts.
- STEM Internship Panel

STEM INTERNSHIP PANEL

TUESDAY, OCTOBER 6, 2026
2:30 - 4:00 PM
LSC 114

Learn about internships

- How & when to apply
- Benefits
- Meet former interns and ask questions
- Snacks provided

For more information

Professor Emily Boward
esboward@hagerstowncc.edu

Hagerstown Community College
Math & Science Division

NUR

The Nursing Division was awarded the NSP II Instructional Innovation Equipment and Simulation Capacity Grant. This is a \$150,000 grant that allows us to purchase equipment for the lab. Recognition to Jeff and Ren for their effort to obtain quotes and provide input into purchasing equipment. With this grant we have purchased Pediatric Hal and

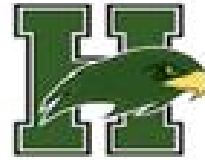
Geriatric Anne as well as 2 feeding pumps, a PCA pump, SQ trainers and replacement Accu check machines. We are also getting 4 new beds as well as some various supplies such wrist restraints, seizure pads and OB items.

Honors Chapters

Healthcare Professionals (HOSA)

HOSA Future Health Professionals – we have 30 members in our 2nd year as an honors club. We will be having our first outing to a “Food Forest” operated by a gentleman who has a prosthetic leg on Sept 18th and have invited the Environmental club to go as well for a great learning opportunity.

Phi Theta Kappa (PTK) Pi Theta Chapter is active and the PTK Officers in collaboration with the PTK members are working on their Honors in Action and College Project for 2026.



ADVANCED TECHNOLOGY CENTER RENOVATION MONTHLY REPORT

Aug 2026

Issued Sep 07, 2026

Table of Contents:

- A. Progress Update
- B. Schedule Update
- C. Financial Update
- D. Risks and Constraints
- E. Progress Photos

Attachments:

- 1. Aug 2026 - Schedule Update*
- 2. Aug 2026 - Dashboard*

A. Progress Update

Waynesboro Construction has completed the concrete pours of all the 1st floor trenches except for the lobby area which will be poured together with the new lobby area.

The ductwork installation and electrical rough-in on the 1st floor have continued.

Air barrier installation on all masonry openings has been completed.

The new footing and foundation work for the lobby expansion have started. The holes have been dug up, concrete mats have been poured as applicable, and the rebar has been installed.

Lintel installation is continuing, as well as masonry infill and patching.

The submittal process has been continuing and will continue for several months.

B. Schedule Update

Waynesboro Construction has submitted a delay claim due to additional time they spent trenching the 1st floor concrete slab which was twice as thick as presumed based on the as-built drawings of the old ATC building. Additionally, they also found rock in some trenches which also took additional time to remove. The 1st floor plumbing activity is on the schedule critical path and delay increased the project duration by 35 days and changes the substantial completion to June 21, 2027. The project team is reviewing Waynesboro's delay claim and will make a recommendation to HCC.

The activities planned for the next month are:

- Submittal and procurement process will continue
- Complete the new footings and foundations for the lobby expansion.
- Pour the lobby expansion slab
- 1st Floor Ductwork Installation continuing
- 1st Floor Electrical rough-in continuing
- Continuing with sprinkler work and relocation as necessary
- Excavation and concrete for the new elevator pit
- Start 1st floor wall framing
- Lobby shoring

A copy of the Aug 2026 update of the Construction Schedule is attached to this report. The Project Schedule will be updated monthly.

C. Financial Update

Original Contract Value is: **\$14,115,600**

Approved Charge Orders:

COR #002: Floor preparation and epoxy finish at lab: \$21,962

COR#002 is the cost to prepare the floor and pour epoxy in the lab area after the discovery of a second layer of tile

COR#003: 2nd Floor Joist and Window Conflict \$7,875

COR#003 is the cost for additional steel bracing that was required due to an unknown joist discovered during the second-floor demolition, located where a window opening was required to be cut.

COR#005: Masonry TOW infill at 205: \$1,681

COR#005 is the cost to infill the gap between the top of the existing wall and the to provide a code required 1hr protection. The gap was uncovered during the demolition.

New Contract Value is: **\$14,147,118**

Change Orders Submitted Pending Review:

COR #006-R1 – Floor Boxes and Wall Outlets: \$69,214

COR #006 adds floor boxes and wall outlets which were missing in the original drawings.

COR #007: Revised Partition Type and Second Floor Restroom: \$1,994

COR #007 is the cost for adding a second layer of drywall to back of the bathroom chase

COR #008: Add Precast Sill at 2nd floor interior window: \$704

Aug 2026 Pay Application has been submitted by the contractor and it is in review by the project team.

D. Risks, Constrains, and Cost Exposures

Delay Claim:

As described in the schedule section above, the Project Team is reviewing the delay claim due to the 1st floor slab unforeseen conditions and will make recommendations to HCC.

Change Orders:

The Project Team is reviewing the change orders #006, 007, and 008 described above in the financial section.

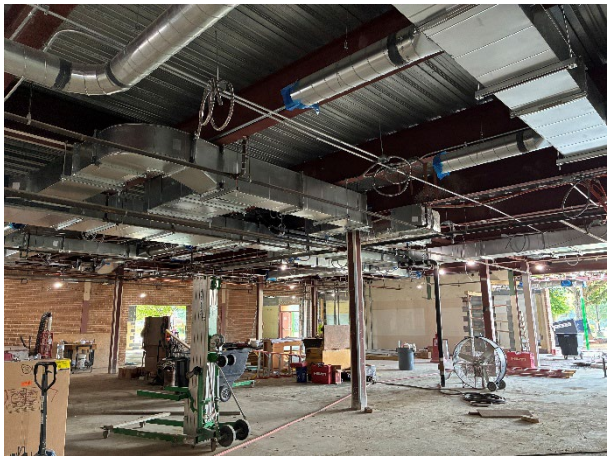
E. Progress Photographs



Footing and Foundation work



Footing and Foundation work



1st Floor Mechanical Installation



1st Floor Plumbing Rough-in

ID		Task Mode	Task Name	Duration	Start	Finish	Half 1, 2026							Half 2, 2026							Half 1, 2027							Half 2, 2027							Half 1, 2028			
							J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M					
1			Construction NTP/Start	0 days	Thu 1/15/26	Thu 1/15/26																																
2			Subcontractor Procurement	20 days	Thu 1/15/26	Wed 2/11/26																																
3			Subcontractor Submittals	162 days	Thu 2/12/26	Wed 9/30/26																																
4			Structural Steel Shop Drawings	117 days	Thu 3/26/26	Wed 9/9/26																																
5			Structural Steel Fabrication	30 days	Thu 9/10/26	Wed 10/21/26																																
6			Elevator Submittal	100 days	Thu 3/26/26	Fri 8/14/26																																
7			Elevator Release/Fabrication	80 days	Mon 8/17/26	Tue 12/8/26																																
8			Surveying	2 days	Thu 1/29/26	Fri 1/30/26																																
9			Temporary Fencing	1 day	Fri 1/30/26	Fri 1/30/26																																
10			LOD Stakeout	1 day	Mon 2/2/26	Mon 2/2/26																																
11			Construction Trailer Move-In	1 day	Mon 2/23/26	Mon 2/23/26																																
12			Temporary Facility Move-in	1 day	Thu 2/26/26	Thu 2/26/26																																
13			Interior Cut/Cap/Make Safe	15 days	Thu 1/22/26	Wed 2/11/26																																
14			Temporary Electric/Heat Setup	1 day	Thu 2/12/26	Thu 2/12/26																																
15			Interior Demolition	50 days	Fri 1/23/26	Thu 4/2/26																																
16			Asbestos Abatement	10 days	Fri 3/20/26	Thu 4/2/26																																
17			Fire Sprinkler Temp Modifications	3 days	Tue 3/31/26	Thu 4/2/26																																
18			Mechanical Rooms Demolition	30 days	Fri 4/3/26	Thu 5/14/26																																
19			Concrete Slab Cutting & Removal for SubSlab Utilities	26 days	Mon 4/20/26	Tue 5/26/26																																
20			Concrete Slab Cutting & Removal for SubSlab Utilities - Delay	12 days	Wed 5/27/26	Thu 6/11/26																																
21			Cut Masonry Openings	20 days	Fri 4/10/26	Thu 5/7/26																																
22			Brick Removal & Salvaging	20 days	Fri 4/17/26	Thu 5/14/26																																
23			Masonry Opening Tooth	20 days	Thu 4/30/26	Thu 5/28/26																																
24			Mechanical Piping Removal	15 days	Fri 5/15/26	Fri 6/5/26																																
25			Temporary Construction Stone Placement	2 days	Mon 6/8/26	Tue 6/9/26																																
26			Bridge Structure Demo	5 days	Wed 9/23/26	Tue 9/29/26																																
27			Concrete Demo for New Elevator	2 days	Fri 9/18/26	Mon 9/21/26																																
28			Existing Exterior Façade Demo	7 days	Tue 9/22/26	Wed 9/30/26																																
29			Excavation for New Elevator	3 days	Tue 9/22/26	Thu 9/24/26																																
30			Pour Elevator Pit Slab	2 days	Fri 9/25/26	Mon 9/28/26																																
31			Form Elevator Pit Walls	3 days	Tue 9/29/26	Thu 10/1/26																																
32			SubSlab Plumbing Trench & Install	41 days	Fri 5/29/26	Mon 7/27/26																																
33			SubSlab Trench Rock Removal - Delay	13 days	Tue 7/14/26	Thu 7/30/26																																
34			SubSlab Plumbing Inspections	1 day	Fri 7/31/26	Fri 7/31/26																																
35			Subslab Trench Fill	15 days	Fri 7/17/26	Thu 8/6/26																																
36			Subslab Accessories Placement	22 days	Mon 7/20/26	Tue 8/18/26																																
37			Concrete Patch Pour Back	1 day	Wed 8/19/26	Wed 8/19/26																																
38			Concrete Foundations for New Addition	20 days	Thu 8/20/26	Thu 9/17/26																																
39			New Lobby Concrete Slab Install	5 days	Fri 9/18/26	Thu 9/24/26																																
40			New Lobby Structural Steel	30 days	Fri 10/23/26	Fri 12/4/26																																
41			New Lobby Roof Deck Installation	5 days	Mon 12/7/26	Fri 12/11/26																																
42			2nd Floor Lobby Knee Wall Framing	5 days	Mon 12/14/26	Fri 12/18/26																																
43			2nd Floor Lobby Knee Wall Sheathing	3 days	Mon 12/21/26	Wed 12/23/26																																

HCC ATC Schedule (REVISED) Wed 9/2/26 - Page 1

ID		Task Mode	Task Name	Duration	Start	Finish	Half 1, 2026							Half 2, 2026							Half 1, 2027							Half 2, 2027							Half 1, 2028																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																															
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87		➡	Interior Second Floor Lighting Install	12 days	Wed 12/30/26	Fri 1/15/27																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	

ID		Task Mode	Task Name	Duration	Start	Finish	Half 1, 2026						Half 2, 2026					Half 1, 2027						Half 2, 2027					Half 1, 2028		
							J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J
130			Fire Marshall Final Inspection	3 days	Wed 6/16/27	Fri 6/18/27																		 Fire Marshall Final Inspection							
131			Owner/GC Punchlist Walk	2 days	Tue 6/22/27	Wed 6/23/27																									
132			GC Punchlist	20 days	Thu 6/24/27	Wed 7/21/27																									
133			Certificate of Occupancy	1 day	Mon 6/21/27	Mon 6/21/27																									
134			Substantial Completion	0 days	Mon 6/21/27	Mon 6/21/27																									



Hagerstown Community College

Advanced Technology Center Building Renovation



Project Information	
Category	Description
Education	Advanced Technology Center_Renovation
Owner	Hagerstown Community College
Address	11400 Robinwood Drive, Hagerstown, MD
Square Footage	30,000SF

Metrics

ATC Renovation

Project Name

01/15/26

Start Date

05/18/27¹

End Date

22%

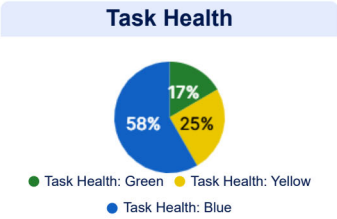
% Complete

Project Status

Lobby expansion footings and foundations in progress.

1st floor- duct installation and plumbing rough-in continuing

1st floor - trenches completed



Key Dates & Information	
Primary	Description
Project Meetings:	OAC Re-occurring: Thursdays, 10am every two weeks

Legend

Green= Task Completed

Yellow=Task in Progress

Red=Task Delayed

Blue=Task Not Started

Budget Snapshot					
Category	Budget	Commitments to Date	Billed to Date	Exposure/Pending CORs	Balance Remaining
Grand Total Hard Costs:	\$14,115,600	\$14,147,118.00	\$3,551,778.50	\$71,672	\$10,595,339.50
Grand Total Soft Costs:	\$0	\$0.00	\$0.00	\$0	
Grand Total Other Project Costs:	\$31,518	\$0.00	\$0.00	\$0	
Grand Total:	\$14,147,118	\$14,147,118.00	\$0.00	\$71,672	\$10,595,339.50

Important Links

[Action Item Log](#)

[Project Directory](#)

Schedules

[Project Schedule - Updated ...](#)

[Meetings](#)

Financials

[00. ACR Summary Page](#)

[COR Log](#)

[Detailed SOV](#)

Design Presentations/Drawings

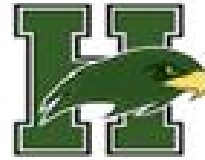
Project Management Documents

[Project Documents](#)

[Subcontractors](#)

Project Summary Schedule				
Task	Start	Finish	% Complete	Progress
ATC Renovation	01/15/26	05/18/27	22%	
Notice to Proceed with Construction	01/15/26	01/15/26	100%	
Demolition	01/22/26	03/24/26	100%	
New Lobby Construction	03/16/26	11/26/26	10%	
Interior First Floor	06/30/26	02/25/27	15%	
Interior Second Floor	04/03/26	12/28/26	30%	
Casework, Signage, Visual Displays	02/17/27	03/26/27	0%	
Hardscape/Landscape	03/01/27	04/14/27	0%	
Final Cleaning	04/27/27	05/03/27	0%	
Building Final Inspection	05/10/27	05/10/27	0%	
Fire Marshall Inspection	05/17/27	05/17/27	0%	
Certificate of Occupancy	05/18/27	05/18/27	0%	
Substantial Completion ¹	05/18/27	05/18/27	0%	

1. Substantial Completion date will change to 6/21/2027 if the general contractor's delay claim is approved.



SCHOLAR DRIVE REALIGNMENT MONTHLY REPORT

Aug 2026

Issued Sep 07, 2026

Table of Contents:

- A. Progress Update
- B. Schedule Update
- C. Financial Update
- D. Risks and Constraints

A. Progress Update

C William Hetzer Construction was awarded the Scholar Drive Realignment project and was given Notice-To-Proceed on March 24, 2026. The County has not issued the permit yet and as of now we do not have a start date. However, the permit application has been moving through the process and Soil Conservation has approved the construction drawings. Triad will package the drawings for final signatures and apply for the NPDS permit, which is required by the state to be posted for public comment for 14 days. After the NPDS permit approval, we expect to obtain a grading permit and be able to schedule the start of the work.

Triad will respond to the FEMA comments on the flood plain no later than Sep 16. It is expected that FEMA will hold the Floodplain permit until their review of the Sep 16 resubmission is completed. The contractor will be required to stay away from the floodplain until the CLOMR (Conditional Letter of Map Revision) is approved.

The revised best guess prediction for a start date has now moved to Oct/Nov 2026.

Hetzer has continued sending submittals for approval to Triad.

B. Schedule Update

The project contractual duration of 546 days is unchanged. However, the Substantial Completion date will be determined once the permit is received and the construction starts.

C. Financial Update

Original Contract Value is: **\$9,554,310**

D. Risks and Constrains

Road Naming:

The County requested new names for some portions of the road realignment. The College will organize fund raising for naming rights. The County has agreed to issue the permit

before the names are determined. The County has certain requirements for the road names which will have to be met in order to be approved.

Permit Issuance:

The delays in permit issuance delay the start and respectively the end date for this project.

The design team is in the process of responding to comments received on Aug 5, 2026 from FEMA.

Sink Holes:

A few sink holes had developed in the path of the new road within the large campus bioretention area. Those areas have been reviewed with the designer and the contractor. The designer has provided the remedial solution. However, until the contractor can start the project and construct in that area, it is impossible to know how deep they are and how much fill will take to stabilize them. The project team will be tracking the stabilization effort.

Filtrera Boxes:

In the permit review process, the County had requested modifications to the Filtrera Boxes which may result in an additive change order cost for the project. However, after the permit issuance, the project team plans to provide cost efficient alternate solution to the boxes to the County for evaluation and approval.

Potential Cost Increases Concerns:

Due to the delayed project timeline, Hetzer Construction has concerns of cost increases in the market place and notification received from their suppliers. There is no official notification or request received from Hetzer to date regarding a project cost increase.

HCC Board of Trustees
Meeting Schedule and Tentative Agenda Topics for FY27

Following are the suggested topics for FY27 monthly Board agendas. Special reports covering timely topics, and financial and personnel reports will also be included each month. All meeting dates are scheduled for Tuesdays unless otherwise posted.

* = Annual Topics

Comments

Regular Meeting **September 15, 2026**

- Proposed Board Meeting Topics for FY27 (President's Report)*
- Key Campus Dates*
- Board Chair Committee Assignments*
- MACC CIP Prioritization*
- FY27 Goals for the Board (closed session)
- Policy Review/Approval
- MD Performance Accountability Report* (Action)
- Review Board Self-Evaluation Results and Assess FY27 Board Goals (Closed)
- Introduction of SGA Officers*

Must be in September meeting
 Moved by Becky Shives 8-30-2023
 Move requested by Heather Barnhart 8/26/26

Joint Meeting **October 20, 2026 Joint Meeting with Alumni Board Executive Committee**

Regular Meeting **October 20, 2026**

- Credit and Non-credit Enrollment Report*
- FY26 Audit Report*
- Academic Calendar for FY28*
- Holiday Calendar for FY28*
- Student Learning Outcomes Assessment Report (SLOA)*
- Approve Board Goals for FY27
- Policy Review/Approval

Regular Meeting **November 17, 2026**

- December 15th Joint Meeting with Foundation Draft Agenda*
- Approval of December Candidates for Certificates and Degrees*
- Capital Improvement Project Plan (CIP)
- Policy Review/Approval

Joint Meeting **December 15, 2026 (Meeting with Foundation Executive Committee)**

- Foundation Annual Report
- Committee Update

HCC Board of Trustees	
<u>Meeting Schedule and Tentative Agenda Topics for FY27</u>	
Regular Meeting	December 15, 2026 (Following Joint Meeting with the Foundation)

- Martin Luther King, Jr. Day of Diversity Celebration, TBD
- Policy Review/Approval
- MACC Legislative Agenda

Moved by Becky 8-2-24

Regular Meeting	January 19, 2027
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- Introduce Student Nominees for the All USA Academic Team*
- Policy Review/Approval

Regular Meeting	February 16, 2027
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- Student Athlete Academic Performance Report*
- Early College Degree Program Report
- Policy Review/Approval
- Student Financial Assistance Report
- Annual Distance Education Report *
- Approval of Campus Volunteers*
- Credit and Non-credit enrollment report

Moved by Paula 9/5/25 from September meeting

Moved by Vidda 1/6/22

Moved by Ashley 12/6/21

Special Meeting	March 2, 2027 Board Retreat
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- Board Professional Development
- Budget and Financial Update

Regular Meeting	March 16, 2027
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- Annual Continuing Education Report*
- Policy Review/Approval
- Capital Funding and Reserve Designations (ACTION)(Formerly Fund Balance)
- Con Ed Tuition and Fees for FY28 (Action)
- Credit Tuition for FY28 (Action)
- Student and Community Fee Schedule for FY28 (Action)
- Faculty Promotions and Tenure for FY28 (Closed Session and Action)
- PSA Review of Benefit Costs for FY28 (Closed or Work Session as appropriate)
- Salary Scale Adjustment for FY28*
- Salary Adjustments for FY28 (Work or Closed Session and Action)*

Added by Jennifer 10/29/21

Moved by Jennifer 3/19/24

Moved by Jennifer 3/19/24

<u>HCC Board of Trustees</u>	
<u>Meeting Schedule and Tentative Agenda Topics for FY27</u>	
Regular Meeting	April 20, 2027 ● Approval of May Candidates for Certificates and Degrees* ● FY28 Pay Rate Schedule for Temporary and/or Grant-funded positions and additional assignments (Action) ● Policy Review/Approval ● Employee Benefit Costs for FY28 (Closed Session and Action) ● Staff Re-classification for FY28 (Closed Session and Action)*
Regular Meeting	May 18, 2027 ● Review Tentative Board Meeting Dates for FY28 (Action at June meeting) ● FY28 Plan and Operating Budget (Discussion) ● Policy Review/Approval
Regular Meeting	June 15, 2027 ● Board Re-organization Topics (Article IV of the Bylaws)* ● Board Meeting Dates for FY28 (Action)* ● President's Performance Evaluation (Closed Session) ● Policy Review/Approval ● FY28 Plan and Operating Budget (Action) ● Annual Insurance Review* ● Annual Governance Report* ● Cultural Diversity Report* ● Program Review

Added by Laura 8/31/2023

Key Campus Events 2026 - 2027 for Trustee Calendars

<u>Event</u>	<u>Date</u>
Donor Recognition	Friday, October 30, 2026; 11:00 am - 12:30 pm (ARCC)
Volunteer Holiday Party	Wednesday, December 9, 2026; 11:00 am - 1:00 pm (STC-181 & 182)
Employees Holiday Reception	Tuesday, December 15, 2026; 6:00 pm (Antietam Brewery)
Nursing Graduation and Pinning	Monday, January 11, 2027; 7:00 pm (Kepler)
Martin Luther King, Jr. Week Celebration	Week of January 18th (Times and Details to Come)
MACC Trustee Conference & Leg. Reception	Monday, January 25, 2027 (Calvert House, Annapolis)
Foundation Tribute	Friday, April 2, 2027; 6 pm - 9:30 pm (ARCC)
Early College Recognition	Monday, May 10, 2027; 5:30 pm (Kepler)
WSCE and PALS Recognition of Accomplishments	Wednesday, May 12, 2027; 6 pm (Kepler)
BCI Graduation	Friday, May 14, 2027; 5:30 pm (D.M. Bowman Training Center)
Commencement*	Saturday, May 15, 2027; 9:30 am (ARCC)
Nursing Pinning	Saturday, May 15, 2027; 1:00 pm (Kepler)
Health Sciences Pinning	Saturday, May 16, 2026; 1:00 pm (ARCC)

*Board members are asked to arrive at least 30 minutes early for robing and assembling for the processional.

Maryland Association of Community Colleges Prioritization: FY 2028

Priority	Community College	Project Name	Project Phase	FY 2028		Pre-Authorizations	
				Project Cost	Running Total	FY 2029	FY 2030
1	Allegany College of Maryland	Workforce Development and Training Center Renovation	Completion	\$7,131,000	\$7,131,000	-	-
2	Community College of Baltimore County	Automotive Technology Renovation and Expansion	Construction	7,863,000	14,994,000	-	-
3	Anne Arundel Community College	Dragun Building Renovation	Construction	7,384,000	22,378,000	-	-
4	Community College of Baltimore County	Primary Electric Switchgear and Distribution Replacement	Construction	5,400,000	37,778,000	2,571,000	-
5	Chesapeake College	Queen Anne's Tech Project - Phase I	Completion	20,202,000	57,980,000	8,223,000	-
6	Prince George's Community College	Dukes Student Center	Construction	23,263,000	81,243,000	23,387,000	-
7	Montgomery College	Student Services Center, Germantown Campus	Construction	10,000,000	32,378,000	32,408,000	17,510,000
	Community College of Baltimore County*	Student Services Center Renovation/Expansion		-	81,243,000	1,926,000	8,271,000
				\$81,243,000	\$81,243,000	\$68,515,000	\$25,781,000
<i>Above projects include preauthorized funds from FY 2027, additional requests for FY28 funding, and pre-authorizations for FY29 and FY30</i>							
8	College of Southern Maryland	Leonardtown A Building Renovation	Completion	\$7,303,000	\$88,546,000		
9	Frederick Community College	Innovation and Technology Center, Main Campus	Design	658,000	89,204,000		
10	Chesapeake College	EDC HVAC Replacement Project	Life Safety	1,998,000	91,202,000		
11	Community College of Baltimore County	Storm Drain Outfall Restoration	Design+	2,256,000	93,458,000		
12	Hagerstown Community College	Second Entrance Widening	Construction	1,142,000	94,600,000		
13	Wor-Wic Community College	Student Success and Wellness Center	Design	5,146,000	99,746,000		
14	Howard Community College	Outdoor Sports Complex	Design+	3,890,000	103,636,000		
15	Anne Arundel Community College	HCAT Relocation	Design	399,000	104,035,000		
16	Montgomery College	East County Campus	Design	5,000,000	109,035,000		
17	College of Southern Maryland	Building BK and CC Renovation	Design	877,000	109,912,000		
18	Harford Community College	Regional Workforce Development Center	Design	6,215,000	116,127,000		
FY 2028 Total Request				\$116,127,000	\$116,127,000		

Notes:

*A preauthorized project that does not require additional funds in FY28 but will continue to require pre-authorized funds in the following years.
Baltimore City Community College does not receive capital funding through the Community College Capital Grant Program.

Approved: August 4, 2026

Adjusted: August 11, 2026

HAGERSTOWN COMMUNITY COLLEGE
GENERAL FUND REVENUE AND EXPENSE REPORT
For the Period Ended August 31, 2026

							Budget		Actual	
	FY26	FY26 YTD	%	FY27	FY27 YTD	%	FY26-27	FY26-27	FY26-27	FY26-27
	BUDGET	ACTUAL	REC/EXP	BUDGET	ACTUAL	REC/EXP	\$	%	\$	%
REVENUES										
Tuition-County	8,782,804	3,081,425	35.08%	8,390,785	3,072,538	36.62%	(392,019)	(4.46%)	(8,887)	1.53%
Tuition-Out of County	899,790	580,616	64.53%	1,283,706	622,250	48.47%	383,916	42.67%	41,634	(16.06%)
Tuition-Out of State	3,263,906	1,829,918	56.07%	4,292,534	1,993,925	46.45%	1,028,628	31.52%	164,007	(9.61%)
Tuition-Non-Credit	1,473,144	363,685	24.69%	1,653,213	696,923	42.16%	180,069	12.22%	333,238	17.47%
Credit Fees	2,594,517	1,321,496	50.93%	3,239,052	1,641,329	50.67%	644,535	24.84%	319,833	(0.26%)
Non-Credit Fees	280,100	114,730	40.96%	403,504	153,818	38.12%	123,404	44.06%	39,088	(2.84%)
Government Appropriations	30,553,194	7,679,584	25.14%	30,502,070	7,631,768	25.02%	(51,124)	(0.17%)	(47,816)	(0.11%)
Interest Income	1,000,000	147,914	14.79%	930,000	156,059	16.78%	(70,000)	(7.00%)	8,145	1.99%
Miscellaneous Income	950,000	64,010	6.74%	260,000	31,742	12.21%	(690,000)	(72.63%)	(32,269)	5.47%
TOTAL REVENUE	\$ 49,797,455	\$ 15,183,378	30.49%	\$ 50,954,864	\$ 16,000,352	31.40%	\$1,157,409	2.32%	\$816,974	0.91%
EXPENDITURES										
INSTRUCTION										
Salaries & Wages	11,868,959	1,176,078	9.91%	14,138,056	1,302,595	9.21%	2,269,097	19.12%	126,517	(0.70%)
Fringe Benefits	1,906,810	230,032	12.06%	2,559,534	304,930	11.91%	652,724	34.23%	74,898	(0.15%)
Contracted Services	832,229	99,444	11.95%	686,451	113,953	16.60%	(145,778)	(17.52%)	14,509	4.65%
Materials & Supplies	1,167,153	447,241	38.32%	1,255,052	465,661	37.10%	87,899	7.53%	18,420	(1.22%)
Communication	-	-	-	-	-	-	-	-	-	-
Conferences/Meetings	145,692	4,692	3.22%	64,986	5,313	8.18%	(80,706)	(55.39%)	621	4.96%
Grants & Subsidies	114,000	6,810	5.97%	66,100	10,342	15.65%	(47,900)	(42.02%)	3,532	9.67%
Utilities	10,095	298	2.95%	9,845	146	1.48%	(250)	(2.48%)	(153)	(1.47%)
Other	55,690	131	0.24%	44,708	73	0.16%	(10,982)	(19.72%)	(59)	(0.07%)
Capital Outlay	151,970	3,618	2.38%	57,799	25,936	44.87%	(94,171)	(61.97%)	22,318	42.49%
TOTAL BY FUNCTION	\$ 16,252,598	\$ 1,968,345	12.11%	\$ 18,882,531	\$ 2,228,949	11.80%	2,629,933	16.18%	\$260,604	(0.31%)

							Budget		Actual	
	FY26 BUDGET	FY26 YTD ACTUAL	% REC/EXP	FY27 BUDGET	FY27 YTD ACTUAL	% REC/EXP	FY26-27 \$ VARIANCE	FY26-27 % VARIANCE	FY26-27 \$ VARIANCE	FY26-27 % VARIANCE
ACADEMIC AFFAIRS										
Salaries & Wages	2,838,649	358,186	12.62%	2,991,055	387,349	12.95%	152,406	5.37%	29,163	0.33%
Fringe Benefits	526,328	58,240	11.07%	713,958	71,622	10.03%	187,630	35.65%	13,382	(1.03%)
Contracted Services	374,928	204,553	54.56%	397,588	206,214	51.87%	22,660	6.04%	1,661	(2.69%)
Materials & Supplies	321,738	43,000	13.36%	69,679	13,425	19.27%	(252,059)	(78.34%)	(29,575)	5.90%
Conferences/Meetings	22,965	15,515	67.56%	27,123	10,331	38.09%	4,158	18.11%	(5,185)	(29.47%)
Subsidies & Grants	-	-	-	-	-	-	-	-	-	-
Other	63,000	477	0.76%	21,000	2,978	14.18%	(42,000)	(66.67%)	2,502	13.42%
Capital Outlay	34,360	15,782	45.93%	8,360	248	2.97%	(26,000)	(75.67%)	(15,534)	(42.96%)
TOTAL BY FUNCTION	\$ 4,181,968	\$ 695,754	16.64%	\$ 4,228,763	\$ 692,167	16.37%	46,795	1.12%	(3,587)	(0.27%)
STUDENT AFFAIRS										
Salaries & Wages	3,261,821	386,066	11.84%	3,431,770	388,995	11.34%	169,949	5.21%	2,929	(0.50%)
Fringe Benefits	632,225	86,881	13.74%	826,719	90,495	10.95%	194,494	30.76%	3,614	(2.80%)
Contracted Services	521,209	30,848	5.92%	543,151	18,406	3.39%	21,942	4.21%	(12,442)	(2.53%)
Materials & Supplies	123,489	24,995	20.24%	103,439	20,240	19.57%	(20,050)	(16.24%)	(4,754)	(0.67%)
Conferences/Meetings	30,124	13,335	44.27%	28,979	7,271	25.09%	(1,145)	(3.80%)	(6,064)	(19.18%)
Utilities	-	-	-	-	-	-	-	-	-	-
Subsidies & Grants	1,309,840	211,255	16.13%	1,292,180	231,543	17.92%	(17,660)	(1.35%)	20,288	1.79%
Fixed Expenses	21,275	21,275	100.00%	23,403	21,275	90.91%	2,128	10.00%	0	(9.09%)
Other	201,500	7,906	3.92%	211,000	18,487	8.76%	9,500	4.71%	10,581	4.84%
Capital Outlay	8,000	-	0.00%	8,000	-	0.00%	-	0.00%	0	0.00%
TOTAL BY FUNCTION	\$ 6,109,482	\$ 782,561	12.81%	\$ 6,468,641	\$ 796,713	12.32%	\$359,159	5.88%	14,152	(0.49%)
INSTITUTIONAL SUPPORT										
Salaries & Wages	7,058,403	739,439	10.48%	6,468,738	747,709	11.56%	(589,665)	(8.35%)	8,270	1.08%
Fringe Benefits	4,051,323	128,409	3.17%	2,332,785	163,871	7.02%	(1,718,538)	(42.42%)	35,461	3.86%
Contracted Services	4,656,908	1,962,543	42.14%	4,458,451	1,696,905	38.06%	(198,457)	(4.26%)	(265,638)	(4.08%)
Materials & Supplies	292,168	70,216	24.03%	198,878	26,684	13.42%	(93,290)	(31.93%)	(43,532)	(10.62%)
Communication	451,000	48,780	10.82%	360,000	20,593	5.72%	(91,000)	(20.18%)	(28,187)	(5.10%)
Conferences/Meetings	255,031	110,318	43.26%	243,995	123,071	50.44%	(11,036)	(4.33%)	12,753	7.18%
Fixed Expenses	671,617	212,602	31.66%	770,348	337,277	43.78%	98,731	14.70%	124,676	12.13%
Other	754,458	37,619	4.99%	676,100	51,579	7.63%	(78,358)	(10.39%)	13,960	2.64%
Capital Outlay	8,000	0	0.00%	5,500	0	0.00%	(2,500)	(31.25%)	0	0.00%
TOTAL BY FUNCTION	\$ 18,198,908	\$ 3,309,927	18.19%	\$ 15,514,795	\$ 3,167,688	20.42%	\$ (2,684,113)	(14.75%)	(\$142,239)	2.23%

							Budget		Actual	
	FY26	FY26 YTD	%	FY27	FY27 YTD	%	FY26-27	FY26-27	FY26-27	FY26-27
	BUDGET	ACTUAL	REC/EXP	BUDGET	ACTUAL	REC/EXP	\$	%	\$	%
							VARIANCE	VARIANCE	VARIANCE	VARIANCE
PLANT OPERATIONS & MAINT.										
Salaries & Wages	1,072,169	125,896	11.74%	1,088,539	130,903	12.03%	16,370	1.53%	5,007	0.28%
Fringe Benefits	529,964	26,877	5.07%	417,484	34,445	8.25%	(112,480)	(21.22%)	7,568	3.18%
Contracted Services	1,705,611	155,156	9.10%	1,940,581	189,986	9.79%	234,970	13.78%	34,830	0.69%
Materials & Supplies	224,350	26,056	11.61%	259,030	38,117	14.72%	34,680	15.46%	12,062	3.10%
Memberships	500	-	-	500	-	-	-	0.00%	-	-
Utilities	1,439,905	181,258	12.59%	1,900,000	182,999	9.63%	460,095	31.95%	1,741	(2.96%)
Minor Construction/Deferred Maintenance	150,000	32,846	21.90%	332,000	(18,175)	-5.47%	182,000	121.33%	(51,021)	(27.37%)
Other	(68,000)	(1,032)	0	(78,000)	(581)	0	(10,000)	-	451	-
Capital Outlay	-	369	-	-	5,270	-	0	0.00%	4,901	0.00%
TOTAL BY FUNCTION	\$ 5,054,498	\$ 547,426	10.83%	\$ 5,860,134	\$ 562,965	9.61%	\$805,636	15.94%	\$15,539	(1.22%)
TOTAL EXPENDITURES	\$ 49,797,455	\$ 7,304,012	14.67%	\$ 50,954,864	\$ 7,448,482	14.62%	\$1,157,409	2.32%	\$144,470	(0.05%)
REVENUE OVER (UNDER) EXP.		\$7,879,366			\$8,551,870				8.54%	

MONTHLY SUMMARY										
	FY26 BUDGET	FY26 YTD ACTUAL	% REC/EXP	FY27 BUDGET	FY27 YTD ACTUAL	% REC/EXP	Budget		Actual	
							FY26-27 \$	FY26-27 %	FY26-27 \$	FY26-27 %
							VARIANCE	VARIANCE	VARIANCE	VARIANCE
REVENUES										
Tuition	14,419,644	5,855,644	40.61%	15,620,238	6,385,636	40.88%	1,200,594	8.33%	529,992	0.27%
Fees	2,874,617	1,436,226	49.96%	3,642,556	1,795,147	49.28%	767,939	26.71%	358,921	(0.68%)
Government Appropriations	30,553,194	7,679,584	25.14%	30,502,070	7,631,768	25.02%	(51,124)	(0.17%)	(47,816)	(0.11%)
Interest Income	1,000,000	147,914	14.79%	930,000	156,059	16.78%	(70,000)	(7.00%)	8,145	1.99%
Miscellaneous Income	950,000	64,010	6.74%	260,000	31,742	12.21%	(690,000)	(72.63%)	(32,269)	5.47%
TOTAL REVENUE	\$ 49,797,455	\$ 15,183,378	30.49%	\$ 50,954,864	\$ 16,000,352	31.40%	\$1,157,409	2.32%	\$816,974	0.91%
EXPENDITURES										
SUBCLASS										
Salaries/Wages	26,100,000	2,785,665	10.67%	28,118,158	2,957,551	10.52%	2,018,158	7.73%	171,886	(0.15%)
Fringe Benefits	7,646,650	530,440	6.94%	6,850,480	665,363	9.71%	(796,170)	(10.41%)	134,923	2.78%
Contracted Services	8,090,885	2,452,545	30.31%	8,026,222	2,225,464	27.73%	(64,663)	(0.80%)	(227,080)	(2.59%)
Materials & Supplies	2,128,898	611,507	28.72%	1,886,078	564,128	29.91%	(242,820)	(11.41%)	(47,380)	1.19%
Communication	451,000	48,780	10.82%	360,000	20,593	5.72%	(91,000)	(20.18%)	(28,187)	(5.10%)
Conferences/Meetings	454,312	143,861	31.67%	365,583	145,986	39.93%	(88,729)	(19.53%)	2,125	8.27%
Utilities	1,450,000	181,556	12.52%	1,909,845	183,145	9.59%	459,845	31.71%	1,589	(2.93%)
Subsidies & Grants	1,423,840	218,065	15.32%	1,358,280	241,885	17.81%	(65,560)	(4.60%)	23,820	2.49%
Fixed Expenses	692,892	233,877	33.75%	793,751	358,552	45.17%	100,859	14.56%	124,676	11.42%
Minor Construction/Deferred Maintenance	150,000	32,846	21.90%	332,000	(18,175)	-5.47%	182,000	121.33%	(51,021)	(27.37%)
Other	1,006,648	45,101	4.48%	874,808	72,537	8.29%	(131,840)	(13.10%)	27,436	3.81%
Transfers	-	-	-	-	-	-	-	-	-	-
Capital Outlay-Replacement	202,330	19,769	9.77%	79,659	31,454	39.49%	(122,671)	(60.63%)	11,685	29.72%
TOTAL BY SUBCLASS	\$ 49,797,455	\$ 7,304,012	14.67%	\$ 50,954,864	\$ 7,448,482	14.62%	\$1,157,409	2.32%	\$144,470	(0.05%)
REVENUE OVER (UNDER) EXP.		\$ 7,879,366			\$ 8,551,870					

HAGERSTOWN COMMUNITY COLLEGE OPERATION OF AUXILIARY ENTERPRISES For the Period Ended August 31, 2026									
	FY26	FY26	%	FY27	FY27	%	FY26-27	FY26-27	FY26-27
	BUDGET	ACTUAL	REC/EXP	BUDGET	ACTUAL	REC/EXP	Budget \$	Actual \$	% Rec/Exp
							VARIANCE	VARIANCE	VARIANCE
CAMPUS STORE									
Revenue:									
<i>Textbooks</i>	1,200,000	519,792	43.32%	1,400,000	631,846	45.13%	200,000	112,054	1.82%
<i>Supplies</i>	152,000	34,041	22.40%	125,000	48,225	38.58%	(27,000)	14,184	16.18%
<i>Concession Commission</i>	2,700	362	13.40%	3,000	577	19.22%	300	215	5.82%
<i>Other</i>	16,100	1,104	6.86%	18,200	9,097	49.98%	2,100	7,992	43.12%
Total Revenue	\$ 1,370,800	\$ 555,299	40.51%	\$ 1,546,200	\$ 689,744	44.61%	\$175,400	\$134,446	4.10%
Expense:									
<i>Salaries and Benefits</i>	221,150	24,939	11.28%	242,290	26,454	10.92%	21,140	1,515	(0.36%)
<i>Contracted Services</i>	17,000	6,767	39.80%	35,000	58	0.17%	18,000	(6,709)	(39.64%)
<i>Materials and Supplies</i>	500	30	6.00%	400	-	-	(100)	(30)	(6.00%)
<i>Utilities</i>	8,350	-	0.00%	10,250	-	-	1,900	0	0.00%
<i>Cost of Goods Sold</i>	1,109,750	111,235	10.02%	1,251,250	115,831	9.26%	141,500	4,597	(0.77%)
<i>Other</i>	30,050	287	0.96%	7,010	96	1.37%	(23,040)	(191)	0.41%
Total Expense	\$ 1,386,800	\$ 143,257	10.33%	\$ 1,546,200	\$ 142,439	9.21%	\$159,400	(\$818)	(1.12%)
Income (Loss)-Bookstore	(\$16,000)	\$412,042		\$0	\$547,305				
Gross Margin		80%			83%				

	FY26 BUDGET	FY26 ACTUAL	% REC/EXP	FY27 BUDGET	FY27 ACTUAL	% REC/EXP	FY26-27 Budget \$ VARIANCE	FY26-27 Actual \$ VARIANCE	FY26-27 % Rec/Exp VARIANCE
FOOD SERVICE									
Revenue:									
<i>Food and Beverage Sales</i>	417,500	30,937	7.41%	433,500	37,800	8.72%	16,000	6,863	1.31%
<i>Catering</i>	210,000	34,007	16.19%	225,000	24,275	10.79%	15,000	(9,732)	(5.40%)
<i>Vending</i>	15,500	2,252	14.53%	18,000	2,217	12.32%	2,500	(34)	(2.21%)
<i>Miscellaneous</i>	-	-	-	-	-	-	0	0	0.00%
<i>Total Revenue</i>	643,000	67,196	10.45%	676,500	64,293	9.50%	\$33,500	(\$2,903)	(0.95%)
Expense:									
<i>Salaries and Benefits</i>	422,400	42,839	10.14%	484,000	55,235	11.41%	61,600	12,396	1.27%
<i>Contracted Services</i>	10,050	101	1.00%	9,050	799	8.83%	(1,000)	699	7.83%
<i>Materials and Supplies</i>	8,650	2,196	25.38%	10,500	1,623	15.45%	1,850	(573)	(9.93%)
<i>Utilities</i>	33,600	-	-	38,300	-	-	4,700	0	0.00%
<i>Cost of Goods Sold</i>	392,600	38,274	9.75%	386,600	42,642	11.03%	(6,000)	4,368	1.28%
<i>Other</i>	32,100	1,283	4.00%	31,110	1,340	4.31%	(990)	58	0.31%
<i>Total Expense</i>	\$899,400	\$84,692	9.42%	\$959,560	\$101,639	10.59%	\$60,160	\$16,948	1.18%
<i>Income (Loss)-Food Service</i>	(\$256,400)	(\$17,496)		(\$283,060)	(\$37,346)				
<i>Gross Margin</i>		43%			34%				
TECHNICAL INNOVATION CENTER									
Revenue:									
<i>Rental and Service</i>	170,000	70,427	41.43%	220,000	116,439	52.93%	50,000	46,012	11.50%
<i>Wet Lab Rental</i>	-	46,320	-	-	48,275	-	0	1,955	0.00%
<i>Total Revenue</i>	\$ 170,000	\$ 116,747	68.67%	\$ 220,000	\$ 164,714	74.87%	\$50,000	\$47,967	6.20%
Expense:									
<i>Salaries and Benefits</i>	225,950	20,304	8.99%	233,850	25,193	10.77%	7,900	4,889	1.79%
<i>Contracted Services</i>	36,600	5,414	14.79%	25,500	2,153	8.44%	(11,100)	(3,262)	(6.35%)
<i>Materials and Supplies</i>	12,000	2,617	21.81%	2,500	624	24.98%	(9,500)	(1,993)	3.17%
<i>Conferences/Meetings</i>	9,000	908	-	10,000	1,373	-	1,000	465	0.00%
<i>Utilities</i>	101,000	-	-	116,000	-	-	15,000	0	0.00%
<i>Other</i>	2,000	-	-	2,000	-	-	0	0	0.00%
<i>Total Expense</i>	\$ 386,550	\$ 29,243	7.57%	\$ 389,850	\$ 29,343	7.53%	\$3,300	\$100	(0.04%)
<i>Income (Loss)-Technical Innovation Center</i>	(\$216,550)	\$87,504		(\$169,850)	\$ 135,371				
<i>Net Profit Margin</i>		75%			82%				
Income (Loss) of Auxiliary Services	(\$488,950)	\$482,050		(\$452,910)	\$645,330				

Board of Trustees

Hagerstown Community College
11400 Robinwood Drive
Hagerstown, MD 21740

ACTION

Subject

Date

Revenue and Expense Report as of August 31, 2026

September 15, 2026

RECOMMENDATION

That the Board of Trustees accepts the Revenue and Expense Report as of August 31, 2026 as submitted.

Prepared by: Heike Soeffker-Culicerto
Title: Vice President,
Administration
and Finance

Recommended by:


James S. Klauber, President

HAGERSTOWN COMMUNITY COLLEGE 2026 ACCOUNTABILITY REPORT

I. MISSION

HCC ensures access to affordable, lifelong, high-quality education while leading workforce development and cultural vitality in the region.

II. INSTITUTIONAL ASSESSMENT

State Plan Goal 1-Access

Hagerstown Community College (HCC) remains committed to expanding access to affordable, high-quality educational opportunities that meet the evolving needs of students, employers, and the community. As the region's comprehensive community college, HCC continues to provide multiple entry points to higher education and workforce training through credit and noncredit programming, flexible instructional delivery, strategic partnerships, and targeted student support services. Collectively, these efforts reinforce the College's mission of increasing educational opportunity while responding to the changing needs of Washington County and the surrounding region.

Overall enrollment trends demonstrate both the continued demand for HCC's programs and the College's ability to adapt to shifting educational interests. During the current reporting cycle, annual unduplicated enrollment increased from approximately 13,000 to 13,229 students, reflecting continued growth in community engagement despite modest declines in credit enrollment. Growth in continuing education and workforce programming helped offset decreases in traditional credit enrollment and illustrates the expanding role community colleges play in supporting lifelong learning, career advancement, and rapid workforce development. These trends reinforce HCC's commitment to serving learners at every stage of their educational and professional journey.

Expanding access for high school students continues to be one of the College's most significant accomplishments. Through strong partnerships with Washington County Public Schools and surrounding school systems, HCC provides opportunities for students to earn college credit while completing high school. After declining from 2,580 students in 2023 to 2,077 in 2024, dual enrollment stabilized at 2,088 students in 2025. This programming enables students to begin postsecondary education earlier, reduce the overall cost of earning a degree, and accelerate progress toward transfer or employment.

The College has continued to broaden access for multilingual learners through significant expansion of its English for Speakers of Other Languages (ESOL) programming. ESOL enrollment increased from 293 students in 2022 to 482 in 2023, 592 in 2024, and a record 768 in 2025. This represents growth of 162% over four years and reflects both changing community demographics and HCC's commitment to reducing language barriers that can limit educational and employment opportunities. By connecting language instruction with workforce preparation and career-focused programming, the College helps students build the academic, technical, and communication skills needed to pursue further education and employment. These efforts support individual student success while also responding to regional workforce needs.

HCC continues to recognize that access extends beyond admission to the College. Students must also be able to participate in educational experiences that accommodate work schedules, family responsibilities, transportation limitations, and other competing demands. The College therefore maintains a broad portfolio of instructional delivery options, including face-to-face (58.3%), online (15.8%), and hybrid (25.9%). While online enrollment has stabilized following the rapid expansion experienced during the pandemic, participation in hybrid instruction has continued to increase, demonstrating students' continued preference for flexible learning environments that combine the benefits of classroom engagement with the convenience of online learning. Maintaining multiple instructional modalities enables HCC to serve a wider range of learners while supporting student persistence and academic success.

The College's access strategy is increasingly guided by data-informed planning and continuous assessment. Enrollment trends, demographic data, student participation patterns, and community workforce needs are routinely monitored through the Office of Planning and Institutional Effectiveness and incorporated into institutional planning and resource allocation. This evidence-based approach allows HCC to identify emerging needs, evaluate the effectiveness of outreach initiatives, and respond proactively to changes in student demand. As implementation of the College's 2026–2031 Strategic Plan begins, expanding access will remain a foundational institutional priority supported by measurable objectives, cross-functional collaboration, and ongoing evaluation.

HCC's continued investment in dual enrollment, workforce education, multilingual learner support, flexible instructional delivery, and community partnerships demonstrates a comprehensive approach to educational access. Rather than focusing solely on increasing enrollment, the College is creating multiple pathways through which learners of all backgrounds can begin, continue, or advance their education. These efforts position HCC to meet Maryland's workforce and educational attainment goals while fulfilling its mission of providing accessible, affordable, and high-quality educational opportunities that strengthen individuals, employers, and the broader community.

State Plan Goal 2-Success

Student success remains at the center of Hagerstown Community College's mission and institutional planning. HCC is committed to ensuring that students not only have access to higher education but also receive the academic, financial, and personal support necessary to persist, complete their educational goals, and successfully transition to employment or continued study. Guided by data-informed decision making and a culture of continuous improvement, the College continues to strengthen student support systems while evaluating outcomes to identify areas of success and opportunities for further development.

The College has continued to demonstrate strong student persistence and retention during the current accountability cycle. Overall fall-to-fall retention remained above 61 percent, reflecting the sustained impact of intentional investments in advising, academic support, and student engagement. Retention among Pell Grant recipients (62.7%) remained particularly strong, demonstrating the College's commitment to reducing equity gaps and supporting students who may face financial barriers to persistence. The retention rate for college-ready students reached 70.3%, slightly exceeding the institutional benchmark of 70%, although other student groups did not meet their established benchmarks.

These outcomes reflect more than individual student achievement; they demonstrate the effectiveness of a coordinated institutional strategy focused on student success. Over the past several years, HCC has

strengthened proactive advising practices, expanded early intervention efforts, and enhanced collaboration among academic and student affairs units to identify and respond to student needs before they become barriers to persistence. The College continues to refine these approaches through regular assessment of student outcomes and institutional effectiveness processes, ensuring that student support strategies evolve alongside changing student demographics and educational needs.

Measures of student progression further reinforce these positive trends. The successful persister rate remains high for college-ready students, indicating that students are continuing to make meaningful progress toward completion even when their educational pathways extend beyond traditional timeframes. This measure is particularly important at a community college, where many students balance employment, family responsibilities, military service, or part-time enrollment while pursuing educational goals. HCC recognizes that student success is not defined solely by completion within a prescribed period but also by sustained academic momentum that ultimately leads to credential attainment or successful transfer.

Credential completion continues to reflect the College's responsiveness to both student aspirations and workforce demand. During the reporting period, HCC awarded nearly 750 academic credentials to more than 700 graduates, representing degrees and certificates across transfer and career programs. The continued strength of credential production demonstrates the College's ability to support students pursuing diverse educational pathways while responding to regional employment needs. Career-focused credentials continue to play an important role in HCC's academic portfolio, providing students with pathways into high-demand occupations while preserving opportunities for continued education through stackable credentials and transfer pathways.

Student transfer outcomes remain a significant measure of institutional success. Graduation-transfer rates continued to improve (71.2% for all cohort students) and approached established institutional benchmarks, while the proportion of graduates transferring within one year (64.2%) remained consistently strong. These outcomes underscore HCC's longstanding commitment to preparing students for successful transition to four-year institutions. Faculty, advisors, and transfer partners continue to collaborate to ensure that students receive clear academic pathways, effective advising, and opportunities to maximize credit transfer through articulation agreements and statewide transfer initiatives.

As student demographics continue to evolve, HCC remains attentive to the academic preparation of incoming students. The proportion of first-time students requiring developmental education (34.4%) declined during the current reporting period, representing encouraging progress. Although academic readiness continues to present challenges for some entering students, the decline suggests that institutional efforts to strengthen placement processes, expand co-requisite support models, and provide targeted academic assistance are producing positive results. Rather than viewing developmental education as a barrier, HCC continues to emphasize accelerated pathways that enable students to enter credit-bearing coursework while receiving the academic support necessary for long-term success.

The College's commitment to student success extends beyond academic performance to encompass the broader student experience. Through coordinated initiatives designed to improve onboarding, simplify navigation of institutional processes, strengthen communication, and connect students with available resources, HCC continues to reduce barriers that can impede persistence. These efforts align closely with the College's Student Access, Support, and Engagement priorities within the 2026–2031 Strategic Plan

and reflect an institutional commitment to creating an environment in which students feel supported from enrollment through completion.

Ultimately, HCC measures success not only by the number of students who enroll, but by the number who achieve their educational goals and improve their lives through higher education. Strong retention, continued progress toward completion, increasing credential attainment, and successful transfer outcomes collectively demonstrate that the College is creating an environment where students are empowered to persist, graduate, and contribute meaningfully to the economic and civic vitality of the region.

State Plan Goal 3-Innovation

Innovation at Hagerstown Community College is reflected in the institution's ability to respond to changing workforce and community needs, create new opportunities for applied learning, and develop partnerships that connect education with regional economic development. HCC uses labor market information, employer feedback, student outcomes, and emerging community needs to guide academic and workforce programming and ensure that innovation is purposeful and aligned with the College's mission.

A defining component of this work is the close alignment between education and workforce demand. HCC provides credit and noncredit pathways in areas such as healthcare, advanced manufacturing, transportation, information technology, and skilled trades. Participation in continuing education workforce development has grown steadily, reaching more than 5,000 students during the current reporting period, while participation in professional education leading to industry or government certification and licensure also continued to increase. Contract training experienced particularly significant growth, with unduplicated participation increasing by more than 55% in one year. Together, these trends illustrate HCC's responsiveness to the evolving needs of learners, employers, and regional industry.

Student outcomes further demonstrate the value of HCC's workforce-focused programs. Seventy-seven percent of career program graduates were employed within one year, and available wage data show substantial earnings growth following program completion. For the most recent cohort with available longitudinal data, median annualized earnings increased from approximately \$18,000 prior to graduation to more than \$62,000 three years afterward. HCC students also continue to demonstrate strong performance on professional licensure examinations, including 100% first-time NCLEX pass rates for both registered nursing and practical nursing graduates during the reporting year.

Innovation also extends beyond traditional instructional programming. HCC recently established an Economic Research Center that provides applied economic research and data analysis for businesses, nonprofits, public agencies, and community organizations. Faculty-led projects incorporate supervised student researchers, giving students opportunities to apply economics, analytics, and research methods to real-world questions while expanding the research capacity available to regional organizations.

The College's David W. Fletcher Incubator + Labs further connects education, entrepreneurship, and economic development. Located on HCC's campus, the incubator provides entrepreneurs and emerging businesses with workspace, laboratory facilities, mentorship, networking, and business development resources. The incubator also creates opportunities for students to engage with entrepreneurship and innovation, including educational programming and pitch competitions that allow students to develop ideas, strengthen entrepreneurial skills, and connect with the regional business community.

HCC continues to support innovation in teaching and learning through technology-enhanced instruction, hybrid learning environments, simulation, and applied learning experiences. These approaches expand access for students balancing employment and family responsibilities while helping students develop the technical, problem-solving, and collaborative skills required in contemporary workplaces.

Innovation is also embedded in the College's planning and continuous improvement processes. Institutional leaders use workforce trends, employer feedback, student success data, and regional economic indicators to inform program development and resource allocation. As implementation of the 2026–2031 Strategic Plan advances, HCC will continue to strengthen partnerships, expand workforce and entrepreneurial pathways, and create opportunities for students to apply their learning to real-world challenges.

Commission Prompts:

Commission Question 1-

How were the benchmarks for your institution's Performance Accountability Report (PAR) metrics established for the current cycle? Please describe the process used to set targets, including the role of institutional data, historical trends, peer comparisons, or strategic priorities.

HCC establishes PAR benchmarks through an evidence-based institutional effectiveness process that integrates historical performance, strategic priorities, operational planning, and environmental analysis. Rather than relying on a single methodology, benchmark development reflects the College's commitment to using multiple sources of evidence to establish goals that are both ambitious and attainable.

The process begins with a review of multi-year institutional performance trends for each accountability metric. The Office of Planning and Institutional Effectiveness analyzes historical PAR results, enrollment trends, student success indicators, workforce outcomes, and demographic changes to identify long-term patterns and distinguish temporary fluctuations from sustained institutional performance. This longitudinal approach provides a more meaningful foundation for benchmark development than reliance on a single year's results.

Historical performance is then considered alongside anticipated institutional initiatives, enrollment projections, and strategic priorities. During the current reporting cycle, benchmark development was informed by the implementation of HCC's 2026–2031 Strategic Plan, which emphasizes student access, student success, workforce responsiveness, operational effectiveness, and employee success. Planned initiatives, including continued expansion of Early College opportunities, enhanced student support services, workforce development partnerships, and technology-enabled instructional innovation, were considered when establishing expectations for future performance.

Where appropriate, institutional benchmarks are also informed by statewide accountability measures, MHEC guidance, and peer performance comparisons. Although peer institutions provide useful context, HCC recognizes that institutional mission, service area demographics, and local workforce conditions vary considerably across Maryland's community colleges. Consequently, external comparisons are used to provide perspective rather than prescribe performance expectations. Benchmark development remains grounded in HCC's unique mission, regional responsibilities, and institutional capacity.

Benchmark development is intentionally collaborative. Preliminary analyses prepared by the Office of Planning and Institutional Effectiveness are reviewed with institutional leadership and operational units responsible for achieving performance outcomes. These discussions provide valuable context regarding program capacity, anticipated initiatives, external influences, and operational considerations that may affect future performance. This collaborative review ensures that benchmarks reflect both quantitative evidence and informed professional judgment.

Once established, PAR benchmarks become integrated into the College's broader institutional planning and assessment processes. Performance is monitored throughout the year using institutional dashboards, strategic plan implementation measures, and regular institutional effectiveness reporting. Progress toward benchmarks informs planning discussions, resource allocation decisions, and continuous improvement initiatives across the College. By embedding accountability measures within ongoing planning processes rather than treating them as stand-alone reporting requirements, HCC ensures that PAR benchmarks serve as meaningful tools for institutional improvement and student success.

Commission Question 2-

Based on your institution's experience in the current accountability cycle, what lessons have been learned about setting realistic and meaningful benchmarks? How might those lessons inform benchmark-setting for the next cycle?

The current accountability cycle reinforced that effective benchmarks should serve not only as measures of institutional performance but also as catalysts for continuous improvement. HCC has learned that meaningful accountability targets balance aspiration with realism by recognizing both institutional capacity and the dynamic external environment in which community colleges operate.

One of the College's most important lessons has been the value of emphasizing long-term trends rather than short-term fluctuations. Enrollment patterns, student success outcomes, workforce demand, and demographic characteristics continue to evolve in response to economic conditions, public policy, and community needs. Evaluating multiple years of performance allows the College to establish benchmarks that reflect sustained institutional progress while avoiding overreaction to temporary changes that may not represent long-term trends.

The current cycle also demonstrated the importance of considering qualitative institutional context alongside quantitative performance measures. Significant institutional initiatives, including expanded workforce partnerships, strategic enrollment efforts, student success interventions, and implementation of the College's new Strategic Plan, often require time before measurable outcomes are fully reflected in accountability metrics. Incorporating planned initiatives into benchmark development enables the College to establish targets that acknowledge anticipated institutional improvements while remaining grounded in historical performance.

The College has also recognized the importance of maintaining flexibility as external conditions continue to evolve. Community colleges must respond to changing workforce needs, student demographics, technological advances, and economic conditions that cannot always be anticipated during benchmark development. Future benchmark-setting will therefore continue to incorporate regular review of institutional performance, allowing leadership to evaluate emerging trends and adjust planning strategies while maintaining consistency within established accountability cycles.

As HCC prepares for the next accountability cycle, benchmark development will continue to emphasize longitudinal data analysis, strategic alignment, collaborative review, and evidence-informed decision making. The College will further strengthen the integration of accountability reporting with implementation of the 2026–2031 Strategic Plan, ensuring that performance measures remain aligned with institutional priorities while supporting continuous improvement. Through this approach, accountability benchmarks become more than reporting requirements; they serve as practical management tools that guide planning, resource allocation, and institutional decision making in support of student success and community impact.

III. COMMUNITY OUTREACH AND IMPACT

Beyond the measurable gains in access, success, and innovation, HCC serves as a cornerstone of regional vitality. The College’s pursuit of Maryland’s 55% completion goal has reinforced its dual mission: preparing students for lifelong opportunity while advancing the prosperity of Washington County and the broader state.

Through responsive workforce training and employer partnerships, HCC plays a critical role in developing a pipeline of skilled workers who sustain the local economy. Programs such as commercial driving, allied health, advanced manufacturing, and information technology not only meet employer demand but also create upward mobility for residents. Employer surveys affirm that HCC graduates enter the workforce job-ready, and wage data demonstrates that credentials translate into substantial income gains for completers.

HCC’s community impact is also measured in its ability to open doors for those who might otherwise be left behind. Partnerships with K–12 schools demystify college for first-generation students, while integrated workforce and language-support programs expand opportunities for learners balancing education and skill development. These initiatives strengthen not just individual student outcomes, but also community cohesion and access, ensuring that the region’s diversity becomes a driver of growth.

The College extends its role beyond education into civic life. Community service, student leadership programs, and other similar campus events position HCC as a hub for civic participation. The College also enriches the region’s cultural landscape through performances, lectures, and community programming, offering residents a sense of belonging and connection to higher education that extends well beyond the classroom.

HCC’s strong community partnerships reduce barriers for working adults, parents, and rural residents by making education more accessible and relevant. Collaborations with local organizations and employers bring learning opportunities into familiar community settings and ensure that programs align with regional needs. Community-based initiatives demonstrate how the College translates statewide workforce priorities into local opportunity, fueling both individual advancement and regional economic health.

HCC’s community impact lies in its ability to connect individual achievement with collective progress. Each degree or certificate awarded contributes to Maryland’s 55% goal, but also

strengthens local employers, stabilizes families, and enriches civic life. By aligning academic excellence with community needs, HCC ensures that institutional change is not confined to campus, it reverberates throughout Washington County, creating a more resilient, accessible, and prosperous region.

HAGERSTOWN COMMUNITY COLLEGE

2026 ACCOUNTABILITY REPORT

Student & Institutional Characteristics *(not Benchmarked)*

These descriptors are not performance indicators subject to improvement by the college, but clarify institutional mission and provide context for interpreting the performance indicators below.

A	Fall credit enrollment	Fall 2022	Fall 2023	Fall 2024	Fall 2025
a.	Unduplicated headcount	3,496	5,444	5,088	5,233
b.	Percent of students enrolled part time	67.7%	74.3%	73.3%	73.2%
c.	Percent of students enrolled in high school	21.0%	47.5%	40.8%	39.9%
		Fall 2022	Fall 2023	Fall 2024	Fall 2025
B	First-time credit students with developmental education needs	31.2%	39.3%	37.2%	34.4%
		FY 2022	FY 2023	FY 2024	FY 2025
C	Credit students who are first-generation college students (neither parent attended college)	38.7%	35.7%	29.1%	27.5%
		FY 2022	FY 2023	FY 2024	FY 2025
D	Annual unduplicated headcount in English for Speakers of Other Languages (ESOL) courses	293	482	592	768
		FY 2022	FY 2023	FY 2024	FY 2025
E	Credit students receiving financial aid	FY 2022	FY 2023	FY 2024	FY 2025
a.	Unduplicated headcount for all credit students	4,871	4,807	7,104	6,536
b.	Percent of (a) receiving any financial aid	95.8%	65.0%	79.1%	77.2%
c.	Unduplicated headcount excluding high school students	3,817	3,786	3,870	4,027
d.	Percent of (c) receiving Pell grants	37.2%	35.4%	38.2%	43.1%
Note: High school students are not eligible for Pell grants.					
F	Students 25 years old or older	Fall 2022	Fall 2023	Fall 2024	Fall 2025
a.	Credit students	28.3%	17.0%	17.8%	19.2%
		FY 2022	FY 2023	FY 2024	FY 2025
b.	Continuing education students	71.5%	71.0%	75.7%	75.0%
		FY 2022	FY 2023	FY 2024	FY 2025
G	Credit students employed more than 20 hours per week	*	*	*	*
H	Credit student racial/ethnic distribution	Fall 2022	Fall 2023	Fall 2024	Fall 2025
a.	American Indian/Alaska native only	0.1%	0.2%	0.2%	0.2%
b.	Asian only	2.4%	2.8%	2.6%	2.7%
c.	Black/African American only	10.9%	11.6%	12.6%	12.1%
d.	Hispanic/Latino	10.1%	11.6%	12.2%	11.9%
e.	Native Hawaiian/other Pacific Islander only	0.1%	0.1%	0.1%	0.1%
f.	White only	66.4%	59.6%	55.9%	48.2%
g.	Multiple races	5.8%	8.9%	7.5%	5.5%
h.	U.S. Nonresident	0.4%	0.4%	0.6%	0.8%
i.	Unknown	3.8%	4.9%	8.4%	18.4%
I	Credit student distance education enrollment	Fall 2022	Fall 2023	Fall 2024	Fall 2025
a.	Enrolled exclusively in distance education	26%	16%	16%	15.8%
b.	Enrolled in some, but not all, distance education	31%	23%	25%	26.0%
c.	Not enrolled in any distance education	43%	61%	59%	58.3%
J	Unrestricted revenue by source	FY 2022	FY 2023	FY 2024	FY 2025
a.	Tuition and fees	37.3%	34.8%	38.2%	37.7%
b.	State funding	30.4%	38.0%	35.7%	35.6%
c.	Local funding	26.9%	24.3%	22.6%	22.8%
d.	Other	5.3%	3.0%	3.5%	3.9%

HAGERSTOWN COMMUNITY COLLEGE

2026 ACCOUNTABILITY REPORT

K Expenditures by function	FY 2022	FY 2023	FY 2024	FY 2025
a. Instruction	39.2%	37.6%	37.4%	38.4%
b. Academic support	9.9%	9.5%	8.6%	9.1%
c. Student services	12.1%	12.4%	13.9%	13.8%
d. Other	38.8%	40.5%	40.0%	38.7%

Goal 1: Student Access

					Benchmark
1 Annual unduplicated headcount	FY 2022	FY 2023	FY 2024	FY 2025	FY 2030
a. Total students	10,474	10,994	13,001	13,229	13,250
b. Credit students	4,871	4,807	7,104	6,536	6,650
c. Continuing education students	6,027	6,590	6,725	7,071	7,000
					Benchmark
	Fall 2022	Fall 2023	Fall 2024	Fall 2025	Fall 2030
2 Market share of full-time credit students	45.9%	52.7%	50.6%	48.1%	55.0%
					Benchmark
	Fall 2022	Fall 2023	Fall 2024	Fall 2025	Fall 2030
3 Market share of part-time credit students	79.6%	89.0%	87.0%	87.7%	90.0%
					Benchmark
	Fall 2021	Fall 2022	Fall 2023	Fall 2024	Fall 2029
4 Market share of recent, college-bound high school graduates	71%	72%	70%	72%	72%
Note: Data for this indicator lags one year behind #2 and #3					
					Benchmark
	Fall 2022	Fall 2023	Fall 2024	Fall 2025	Fall 2030
5 High school student enrollment	735	2,580	2,077	2,088	2,100
					Benchmark
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2030
6 Annual enrollment in online/hybrid courses					
a. Credit, online	11,849	9,555	10,071	10,042	10,100
b. Continuing education, online	1,675	1,846	1,855	2,423	2,200
c. Credit, hybrid	1,183	1,430	1,845	2,472	2,500
d. Continuing education, hybrid	106	468	276	126	250
					Benchmark
	FY 2023	FY 2024	FY 2025	FY 2026	FY 2031
7 Tuition and mandatory fees					
a. Annual tuition and fees for full-time students	\$144	\$144	\$144	\$149	NA
b. Percent of tuition/fees at Md public four-year institutions	43.0%	42.1%	41.1%	41.4%	44.0%
Note: The goal of this indicator is for the college's percentage to be at or below the benchmark level.					
					Benchmark
	FY 2022	FY 2023	FY 2024	FY 2025	FY 2030
8 Enrollment in continuing education community service and lifelong learning courses					
a. Unduplicated annual headcount	1,371	1,598	1,178	1,198	1,500
b. Annual course enrollments	2,243	2,409	1,983	2,014	2,500

HAGERSTOWN COMMUNITY COLLEGE 2026 ACCOUNTABILITY REPORT

	FY 2022	FY 2023	FY 2024	FY 2025	Benchmark FY 2030
9 Enrollment in continuing education basic skills and literacy courses					
a. Unduplicated annual headcount	671	835	843	1,025	1,100
b. Annual course enrollments	1,279	1,594	1,784	1,867	1,900

	FY 2022	FY 2023	FY 2024	FY 2025	Benchmark FY 2030
10 Adult education student achievement of:					
a. At least one ABE educational functioning level	15.5%	15.7%	22.7%	20.5%	23.0%
b. At least one ESL educational functioning level	27.3%	19.2%	29.7%	35.0%	35.0%
Note: Not reported if < 50 students in the cohort					

	Fall 2022	Fall 2023	Fall 2024	Fall 2025	Benchmark Fall 2030
11 Enrollment by race/ethnicity compared to service area					
a. Credit enrollment					
a1. All nonwhite	29.4%	35.1%	34.2%	32.6%	NA
Note: U.S. nonresident and unknown are excluded					

	FY 2022	FY 2023	FY 2024	FY 2025	Benchmark FY 2030
b. Continuing education enrollment					
b1. All nonwhite	29.3%	35.3%	34.8%	41.5%	NA
Note: U.S. nonresident and unknown are excluded					

	July 2022	July 2023	July 2024	July 2025	Not Required
c. Service area population, 15 or older					
c1. All nonwhite	22.9%	24.5%	25.7%	27.6%	NA

	Fall 2022	Fall 2023	Fall 2024	Fall 2025	Benchmark Fall 2030
12 Full-time faculty by race/ethnicity					
a. All nonwhite	6.7%	8.0%	7.9%	9.0%	NA
Note: U.S. nonresident and unknown are excluded					

	Fall 2022	Fall 2023	Fall 2024	Fall 2025	Benchmark Fall 2030
13 Full-time administrators and professionals by race/ethnicity					
a. All nonwhite	10.7%	13.5%	14.4%	15.4%	NA
Note: U.S. nonresident and unknown are excluded					

Goal 2: Success

	Fall 2021 Cohort	Fall 2022 Cohort	Fall 2023 Cohort	Fall 2024 Cohort	Benchmark Fall 2029 Cohort
14 Fall-to-fall retention of first-time credit students					
a. First-time credit students	58.0%	61.8%	59.6%	61.2%	65.0%
b. Pell grant recipients	54.3%	60.4%	59.5%	62.7%	65.0%
c. Developmental students	54.4%	54.2%	52.2%	46.6%	50.0%
d. College-ready students	60.4%	66.1%	64.4%	70.3%	70.0%

	Fall 2018 Cohort	Fall 2019 Cohort	Fall 2020 Cohort	Fall 2021 Cohort	Benchmark Fall 2026 Cohort
15 Developmental completers after four years					
	51.4%	69.7%	60.1%	46.7%	47.0%

HAGERSTOWN COMMUNITY COLLEGE

2026 ACCOUNTABILITY REPORT

	Fall 2018 Cohort	Fall 2019 Cohort	Fall 2020 Cohort	Fall 2021 Cohort	Benchmark Fall 2026 Cohort
16 Successful-persister rate after four years					
a. College-ready students	82.1%	81.0%	82.8%	85.0%	90.0%
b. Developmental completers	71.2%	70.7%	76.3%	71.2%	73.0%
c. Developmental non-completers	25.5%	25.0%	33.3%	25.0%	NA
d. All students in cohort	68.2%	76.6%	80.5%	80.2%	82.0%
	Fall 2018 Cohort	Fall 2019 Cohort	Fall 2020 Cohort	Fall 2021 Cohort	Benchmark Not Required
17 Successful-persister rate after four years					
a. White only	70.5%	76.7%	82.0%	82.0%	NA
b. Black/African American only	59.3%	75.4%	*	*	NA
c. Asian only	*	*	*	*	NA
d. Hispanic/Latino	*	*	*	*	NA
Note: Not reported if < 50 students in the cohort for analysis					
	Fall 2018 Cohort	Fall 2019 Cohort	Fall 2020 Cohort	Fall 2021 Cohort	Benchmark Fall 2026 Cohort
18 Graduation-transfer rate after four years					
a. College-ready students	70.1%	67.8%	71.8%	76.8%	80.0%
b. Developmental completers	50.0%	51.9%	62.5%	53.8%	63.0%
c. Developmental non-completers	21.3%	18.8%	33.3%	20.8%	NA
d. All students in cohort	53.5%	62.1%	69.3%	71.2%	72.0%
	Fall 2018 Cohort	Fall 2019 Cohort	Fall 2020 Cohort	Fall 2021 Cohort	Benchmark Not Required
19 Graduation-transfer rate after four years					
a. White only	55.0%	62.7%	72.0%	74.4%	NA
b. Black/African American only	47.5%	66.2%	*	*	NA
c. Asian only	*	*	*	*	NA
d. Hispanic/Latino	*	*	*	*	NA
Note: Not reported if < 50 students in the cohort for analysis					
	FY 2022	FY 2023	FY 2024	FY 2025	Benchmark FY 2030
20 Associate degrees and credit certificates awarded					
a. Total awards	763	757	719	749	820
b. Career degrees	199	188	219	209	NA
c. Transfer degrees	406	382	386	416	NA
d. Certificates	158	187	114	124	NA
e. Unduplicated graduates	714	717	685	730	NA
	AY 21-22	AY 22-23	AY 23-24	AY 24-25	Benchmark AY 2029-30
21 First-year GPA of 2.0 or above at transfer institution	90.4%	87.2%	83.8%	87.4%	90.0%
	FY 2021 Graduates	FY 2022 Graduates	FY 2023 Graduates	FY 2024 Graduates	Benchmark FY 2029 Graduates
22 Transfer program graduates who transfer within one year	61.6%	59.1%	59.6%	64.2%	65.0%
	AY 16-17 Cohort	AY 17-18 Cohort	AY 18-19 Cohort	AY 19-20 Cohort	Benchmark AY 24-25 Cohort

HAGERSTOWN COMMUNITY COLLEGE

2026 ACCOUNTABILITY REPORT

23	Transfer rate after six years					
	a. Students who transferred	13.0%	14.4%	13.2%	13.7%	14.0%
	b. Students who transferred with an associate degree	8.5%	10.3%	8.5%	8.9%	10.0%
	c. All students in cohort	824	907	927	844	NA
	Note: Cohort includes first-time, associate degree-seeking students; transfers are to MD four-year institutions					

Goal 3: Innovation

		FY 2022	FY 2023	FY 2024	FY 2025	Benchmark FY 2030
24	Credit program pass rates in licensure/certification examinations required for employment					
	a. NCLEX for Registered Nurses	90.0%	93.1%	98.6%	100.0%	95.0%
	Number of Candidates	80	58	71	55	NA
	b. Cert. Exam Amer. Registry of Rad. Tech.	85.0%	86.4%	100.0%	88.5%	90.0%
	Number of Candidates	20	22	23	26	NA
	c. NCLEX for Licensed Practical Nurses	92.6%	100.0%	100.0%	100.0%	95.0%
	Number of Candidates	27	18	19	19	NA
	Note: Not reported if <5 candidates in a year					
		FY 2021 Graduates	FY 2022 Graduates	FY 2023 Graduates	FY 2024 Graduates	Benchmark Not Required
25	Career program graduates employed within one year	83%	75%	76%	77%	NA
		FY 2019 Graduates	FY 2020 Graduates	FY 2021 Graduates	FY 2022 Graduates	Benchmark Not Required
26	Income growth of career program graduates					
	a. Median annualized income one year prior to graduation	\$18,220	\$20,284	\$20,500	\$18,312	NA
	b. Median annualized income three years after graduation	\$47,828	\$58,484	\$57,952	\$62,104	NA
		FY 2022	FY 2023	FY 2024	FY 2025	Benchmark FY 2030
27	Enrollment in continuing education workforce development courses					
	a. Unduplicated annual headcount	4,023	4,185	4,704	5,016	5,250
	b. Annual course enrollments	6,229	6,404	7,192	7,453	7,600
		FY 2022	FY 2023	FY 2024	FY 2025	Benchmark FY 2030
28	Enrollment in Continuing Professional Education leading to government or industry -required certification or licensure					
	a. Unduplicated annual headcount	1,552	1,423	1,700	1,985	2,100
	b. Annual course enrollments	2,833	2,812	3,367	3,398	3,500
		FY 2022	FY 2023	FY 2024	FY 2025	Benchmark FY 2030
29	Enrollment in contract training courses					
	a. Unduplicated annual headcount	1,694	1,766	2,208	3,430	3,400
	b. Annual course enrollments	2,831	2,810	3,761	4,969	4,900
		FY 2022	FY 2023	FY 2024	FY 2025	Benchmark FY 2030
30	Continuing education workforce training completions					
	a. Total completions	608	596	783	636	850
	b. Unduplicated completers	602	588	773	618	850
		FY 2021 Completers	FY 2022 Completers	FY 2023 Completers	FY 2024 Completers	Benchmark Not Required

HAGERSTOWN COMMUNITY COLLEGE 2026 ACCOUNTABILITY REPORT

31	Continuing education workforce training completers employed within one year	*	80%	77%	76%	NA
	Note: This data collection began with FY 2022 completers					Benchmark
		FY 2019	FY 2020	FY 2021	FY 2022	Not
		Completers	Completers	Completers	Completers	Required
32	Income growth of continuing education workforce training completers					
	a. Median annualized income one year prior to completion	*	*	*	\$42,988	NA
	b. Median annualized income three years after completion	*	*	*	\$64,080	NA
	Note: This data collection began with FY 2022 completers					

Note: NA designates not applicable

* designates data not available

Hagerstown Community College Degree Progress Four Years after Initial Enrollment Fall 2021 Entering Cohort

	All Students		College-ready Students		Developmental Completers		Developmental Non-completers	
1 First-time full- and part-time fall headcount	620		468		71		81	
2 Number attempting fewer than 18 hours over first 2 years	165		89		19		57	
3 Cohort for analysis (Line 1 – Line 2)	455	100.0%	379	100.0%	52	100.0%	24	100.0%
4 Earned Associate degree from this community college	244	53.6%	226	59.6%	18	34.6%	0	0.0%
5 Earned certificate, but no degree, from this community college	7	1.5%	3	0.8%	3	5.8%	1	4.2%
6 Total associate and certificate graduates (Line 4 + Line 5)	251	55.2%	229	60.4%	21	40.4%	1	4.2%
7 Transferred to Maryland two-year/technical college	15	3.3%	12	3.2%	1	1.9%	2	8.3%
8 Transferred to Maryland public four-year college	90	19.8%	84	22.2%	6	11.5%	0	0.0%
9 Transferred to Maryland private four-year college or university	9	2.0%	7	1.8%	1	1.9%	1	4.2%
10 Transferred to out-of-state two-year/technical college	15	3.3%	13	3.4%	2	3.8%	0	0.0%
11 Transferred to out-of-state four-year college or university	97	21.3%	89	23.5%	7	13.5%	1	4.2%
12 Total transfers (sum of Lines 7 - 11)	226	49.7%	205	54.1%	17	32.7%	4	16.7%
13 Graduated from this college and transferred (Line 6 □ Line 12)	153	33.6%	143	37.7%	10	19.2%	0	0.0%
14 Graduated and/or transferred {(Line 6 + Line 12) – Line 13}	324	71.2%	291	76.8%	28	53.8%	5	20.8%
15 No award or transfer, but 30 credits with GPA ≥ 2.00	36	7.9%	28	7.4%	8	15.4%	0	0.0%
16 Successful transition to higher ed (Line 14 + Line 15)	360	79.1%	319	84.2%	36	69.2%	5	20.8%
17 Enrolled at this community college last term of study period	5	1.1%	3	0.8%	1	1.9%	1	4.2%
18 Successful or persisting (Line 16 + Line 17)	365	80.2%	322	85.0%	37	71.2%	6	25.0%

Hagerstown Community College Degree Progress Four Years after Initial Enrollment Fall 2021 Entering Cohort

		Black/African American Students	Asian Students	Hispanic/Latino Students	White Students (optional data)
1	First-time full- and part-time fall headcount	63	15	80	409
2	Number attempting fewer than 18 hours over first 2 years	23	3	33	93
3	Cohort for analysis (Line 1 – Line 2)	40 100.0%	12 100.0%	47 100.0%	316 100.0%
4	Earned Associate degree from this community college	11 27.5%	7 58.3%	22 46.8%	184 58.2%
5	Earned certificate, but no degree, from this community college	0 0.0%	0 0.0%	2 4.3%	5 1.6%
6	Total associate and certificate graduates (Line 4 + Line 5)	11 27.5%	7 58.3%	24 51.1%	189 59.8%
7	Transferred to Maryland two-year/technical college	0 0.0%	1 8.3%	2 4.3%	10 3.2%
8	Transferred to Maryland public four-year college	8 20.0%	4 33.3%	12 25.5%	60 19.0%
9	Transferred to Maryland private four-year college or university	0 0.0%	0 0.0%	2 4.3%	6 1.9%
10	Transferred to out-of-state two-year/technical college	1 2.5%	0 0.0%	2 4.3%	12 3.8%
11	Transferred to out-of-state four-year college or university	6 15.0%	2 16.7%	6 12.8%	72 22.8%
12	Total transfers (sum of Lines 7 - 11)	15 37.5%	7 58.3%	24 51.1%	160 50.6%
13	Graduated from this college and transferred (Line 6 □ Line 12)	7 17.5%	5 41.7%	17 36.2%	114 36.1%
14	Graduated and/or transferred {(Line 6 + Line 12) – Line 13}	19 47.5%	9 75.0%	31 66.0%	235 74.4%
15	No award or transfer, but 30 credits with GPA ≥ 2.00	4 10.0%	2 16.7%	6 12.8%	22 7.0%
16	Successful transition to higher ed (Line 14 + Line 15)	23 57.5%	11 91.7%	37 78.7%	257 81.3%
17	Enrolled at this community college last term of study period	2 5.0%	0 0.0%	1 2.1%	2 0.6%
18	Successful or persisting (Line 16 + Line 17)	25 62.5%	11 91.7%	38 80.9%	259 82.0%

Board of Trustees
Hagerstown Community College
11400 Robinwood Drive
Hagerstown, Maryland 21742-6590

ACTION

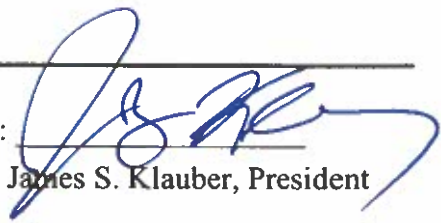
Subject: Maryland Performance Accountability Report

Date: September 15, 2026

RECOMMENDATION:

That the Board of Trustees approves the Maryland Performance Accountability Report as submitted.

Prepared by: Carlee Ranalli
Title: Dean, Planning and
Institutional Effectiveness

Recommended by: 
James S. Klauber, President

Board of Trustees

Hagerstown Community College
11400 Robinwood Drive
Hagerstown, MD 21740

ACTION

Subject: FY 27 Massage Therapy Clinic Fees

Date: September 15, 2026

BACKGROUND

HCC's Workforce Solutions and Continuing Education Massage Therapy Clinic offers the following services and fees:

\$15 non-refundable deposit

30 minutes: \$30 for the public, \$15 for HCC students and staff

60 minutes: \$50 for the public, \$25 for HCC students and staff

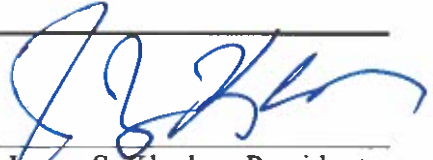
90 minutes: \$70 for the public, \$35 for HCC students and staff

RECOMMENDATION

It is recommended that the Board of Trustees approve the FY 27 Massage Therapy Clinic Fees as submitted.

Prepared by: Heike Soeffker-
Culicerto
VP of Finance and
Title: Administration

Recommended by:


James S. Klauber, President

Board of Trustees
Hagerstown Community College
11400 Robinwood Drive
Hagerstown, Maryland 21742-6590

ACTION

Subject: ACCT Voting Delegate for Leadership Congress

Date: September 15, 2026

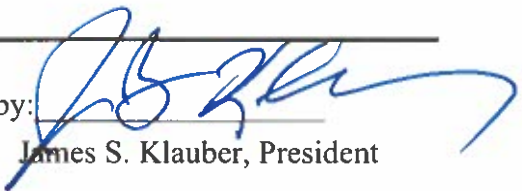
BACKGROUND:

HCC is entitled to one vote during the Annual ACCT Leadership Congress, October 21 – 24, 2026, at the Hyatt Regency, Chicago, IL.

RECOMMENDATION:

That the Board of Trustees designates John Williamson to serve as voting delegate on behalf of HCC at the Annual ACCT Leadership Congress in October 2026.

Prepared by: Amy Martin
Title: Executive Assistant to the President

Recommended by: 
James S. Klauber, President
