

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Regular Meeting
February 17, 2015*

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, February 17, 2015, in the Administration and Student Affairs Board Room, beginning at 11:30 am. In attendance:

Board Members

Austin Abraham
Guy Altieri, Secretary / President
Carolyn Brooks
Patricia Cushwa, Vice Chair
Merle Elliott
William Proctor
Gregory Snook, Chair
John Williamson

HCC Affiliates – Business Session

Julian Horton – Associate Dean, Instructional Technology and Online Education
Christina Kilduff – Vice President, Administration and Finance
Beth Kirkpatrick – Director, Public Information and Government Relations
Gerhard Klein – President, SGA
Jennifer Knight – Executive Director, Human Resources
Stacey Lowman – Executive Director, College Advancement
Daniel Madron – Chair, Faculty Assembly
Jonathan Metcalf – Director, Facilities Management and Planning
Barbara Roulette – Recording Secretary
Theresa Shank – Dean, Continuing Education
David Warner – Vice President, Academic Affairs

Call To Order

Chair Snook presided and convened the regular meeting at 11:35 am.

Motion to Adjourn to Closed Session

It was moved, seconded, and approved to adjourn to closed session to discuss financial strategy, the possible acquisition of real estate, and exercise executive function privilege.

Re-convene Open Session

Following adjournment of the closed session, Chair Snook re-convened the regular meeting at 1:30 pm. In closed session, the Trustees discussed one (1) real property matter, and two (2)

matters of financial strategy. Present during closed session were Trustees Austin Abraham, Carolyn Brooks, Patricia Cushwa, Merle Elliott, William Proctor, Gregory Snook, and John Williamson. President Guy Altieri, Vice President Christina Kilduff, Vice President David Warner, Executive Director Stacey Lowman, Director Angela Stoops, and Instructor Beverly Witmer were also present for their respective topics of discussion.

Approval of Minutes (January 20 Regular, and Closed) (ACTION)

Ms. Brooks moved to approve the January 20, 2015 regular and closed meeting minutes as submitted. Mr. Abraham seconded, and the motion carried by unanimous vote.

Report from Campus Groups

Student Government Association

Gerhard Klein discussed current and future activities for the SGA.

Faculty Assembly

Assistant Professor Madron and Vice President Warner discussed the review of the Faculty, Load, Promotion, and Tenure (FLPTC) policy, which was originally approved by the Board in 2003. A committee of five faculty and four administrators were charged in 2013 to review the document on nine topics. The proposed revision to the FLPTC policy is expected to be submitted for Board approval in March.

President's Report

Board Briefing Summary

The President reviewed highlights in Student Affairs, Student Services, and Continuing Education and Business Services.

Letter of Thanks from CCBC

President Altieri briefly discussed a letter of thanks to HCC's athletic department from CCBC for honoring their men's basketball coach following his 200th win, defeating HCC. Since the coach is gravely ill, the gesture meant a great deal to him and his team.

Revised MACC Legislative Agenda

President Altieri briefly discussed MACC's revised Legislative Agenda for 2015.

MACC Testimony to the Appropriations Committee

MACC Executive Director, Bernard Sadusky, testified before the House Appropriations Committee on February 2, 2015, on the administration's proposed FY16 budget and performance-based funding and expansion of the ACES program.

Recap of Campus Visit by Dr. Lillian Lowery and Members of the WCBOE

The meeting with Dr. Lowery was very positive. The Middle College students did very well with their presentations. Dr. Lowery planned to mention the program to the governor when they next met.

Plans for Board Retreat

The Board reviewed the proposed agenda for the Board Retreat on March 3. The Middle States Team Visit and long range financial planning are the main topics of discussion.

Fletcher Foundation Report

President Altieri briefly discussed the 2014 report to the Fletcher Foundation. The proposal for 2015 is still in the formulation stage, and is due in March.

Washington Post Article about Governor Hogan

President Altieri briefly referenced a Washington Post article citing that Marylanders like Governor Hogan but are opposed to reducing funding for education. At the State of the County event, the County Commissioners mostly mentioned road projects, jobs, and keeping taxes low, as the key topics of concern. Education funding was not mentioned as a priority. Several commissioners felt that HCC's tuition could be higher, and that students should pay their own way.

Monthly and Special Reports

Personnel Recommendations for February 2015 (ACTION)

Mr. Abraham moved to approve the personnel recommendations for February 2015 as submitted. Ms. Cushwa seconded, and the motion carried by unanimous vote.

Financial Report as of January 31, 2015 (ACTION)

Chair Snook dispensed with a formal report. Mr. Proctor moved to accept the financial report as of January 31, 2015 as submitted. Ms. Cushwa seconded, and the motion carried by unanimous vote.

Spring Enrollment Report

President Altieri discussed the current enrollment report. Even though total FTE was down 4.7%, early college continues to grow with Middle College and ESSENCE programs all showing substantial increases. HCC has de-registered 400 students total for the fall and spring semesters for their failure to pay. President Altieri and Director Kirkpatrick are working on scheduling a meeting with the editorial staff at the Herald Mail to discuss some of the possible consequences to decreased funding from the state and county.

Education Levels Across Maryland

President Altieri referenced a chart from the Census Bureau showing the percentage of population, twenty-five years and over, with an Associates degree in the United States, Maryland, Hagerstown, and each county in Maryland. At 32.7%, Washington County ranked fifth lowest of all the counties in Maryland.

New Business

Recognition Opportunities for the Student Center


Executive Director Lowman briefly discussed the amounts that have been assigned to the Student Center spaces for donor recognition. She said several major donors are resistant to donating additional money for capital projects, preferring to donate for scholarships. Board members offered to accompany Ms. Lowman on donor visits. Mr. Abraham moved to approve the recommendation as amended, changing the terminology from naming rights to recognition opportunities. Ms. Cushwa seconded, and the motion carried by unanimous vote.

Adjournment

There being no further business or discussion, the regular meeting was adjourned at 2:57 pm.

The next regularly scheduled meeting will be held on Tuesday, March 17, 2015, in the Elliott Center, Rooms 211 and 213, preceding the joint meeting with the County Commissioners.

Respectfully submitted,



Guy Altieri, Ed.D.
President/Secretary