

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

***Regular Meeting
December 19, 2023***

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, December 19, 2023, in the Career Programs Building, Rooms 211 & 213, beginning at 1:30 pm. In attendance:

Board Members

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

HCC Affiliates

Jennifer Childs - Executive Director, Human Resources & Campus Safety
Corvus Crump -HCC Student
Beth Kirkpatrick - Senior Director, Public Information & Marketing
Jake Klauber – SGA President
Christine Ohl-Gigliotti – Dean of Students
Eric Schwartz – Chair, Faculty Assembly
Dawn Schoenenberger – Interim Vice President, Academic Affairs and Student Services
Rebecca Shives – Recording Secretary
Heike Soeffker-Culicerto - Vice President, Administration and Finance
Ashley Whaley - Senior Director, College Advancement

Call To Order

Chair Proctor presided and convened the regular meeting at 1:50 pm.

Closed Session

Mr. Snook moved to adjourn to closed session to discuss personnel matters affecting one or more individuals over whom the Board has jurisdiction and to discuss information before a contract is awarded or bids are opened, to discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal, *if* public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal pursuant to Maryland General Provisions article 3-305(b) (1) (14). Mr. Newcomer seconded the motion carried by unanimous vote.

Re-convene Open Session

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

1:30 pm. In closed session, the Trustees discussed one (1) personnel-related matter and one (1) contract negotiation matter. Present during closed session were Trustees Austin Abraham, Carolyn Brooks, Paula Lampton, Thomas Newcomer, William Proctor, Gregory Snook, and John Williamson. President James Klauber and Executive Director Childs were also present.

Consent Agenda

The Consent Agenda was comprised of regular session minutes for November 14, 2023 and the personnel report for December 2023. The Consent Agenda was approved as submitted.

Reports from Campus Groups

Student Government Association

SGA President Jake Klauber reported on student events that occurred in December including the Winter Dance. The SGA is getting ready for planned events in the spring semester.

Martin Luther King, Jr. Week of Diversity

Dean Ohl-Gigliotti discussed the Martin Luther King, Jr. Week of Diversity celebration events that will be occurring January 15 – 19, 2024.

Faculty Assembly

Assistant Professor Schwartz reported on happenings from the past month which included the Radiography program receiving the full 8 – year accreditation award and the student art show and ensemble performance.

President's Report

Board Briefing Summary

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

Additional points:

- Working with Garrett College and Alleghany College of Maryland to have students go through a cyber range with Baltimore Cyber
- The Northern Avenue Bowman Center has work being done internally. There will be a meeting in January to discuss office allocation space
- Title III evaluator visited a few weeks ago and was thrilled with how everything is going
- WCPS Night will be on January 17th to encourage students to attend the basketball game

MACC Legislative Agenda for 2025

President Klauber shared the MACC Legislative Agenda for 2025.

Blue Print Update

Interim Vice President Schoenenberger gave an update regarding Blue Print efforts including faculty liaisons, finalizing classes for FY25, and College Readiness standard.

Monthly and Special Reports

Financial Report for the Period Ending November 30, 2023 (ACTION)

Ms. Lampton moved to accept the financial report for the period ending November 30, 2023 as submitted. Mr. Abraham seconded, and the motion carried by unanimous vote.

New Business

A/E for ATC Renovation (ACTION)

Mr. Abraham moved to approve Noelker and Hull Associates, Inc. with their bid of \$897,440.00 for the architect and engineering on the Advanced Technology Center. Ms. Brooks seconded, and the motion carried by unanimous vote.

Amended FY24 Academic Calendar

Mr. Snook moved to approve the amended FY24 Academic Calendar to move the Faculty In-Service start date from Wednesday, January 10th to Monday, January 8th. Mr. Newcomer seconded. After some discussion from the Trustees, President Klauber, and Assistant Professor Schwartz, the motion carried by unanimous vote.

Adjournment

There being no further business or discussion, the meeting was adjourned at 2:57 pm. The next meeting will be held on January 16, 2024 in the Career Programs Building, Rooms 211 and 213.

Respectfully submitted,



James S. Klauber, PhD
President/Secretary