

**HAGERSTOWN COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

*Work Session  
March 19, 2024*

A work session of the Board of Trustees of Hagerstown Community College was held on Tuesday, March 19, 2024, in the Career Programs Building Room 211 and 213 beginning at 12:30 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

Jamie Cannon-Labor Relations  
Jennifer Childs – Executive Director, Human Resources & Campus Safety  
Christine Ohl-Gigliotti-Dean, Student Services  
Rebecca Shives – Recording Secretary  
Heike Soeffker-Culicerto - Vice President, Administration and Finance

**Call to Order**

Chair Proctor presided and convened the work session at 12:27 pm.

**Policies for Review**

***Policy 3023 – The Papercut Program***

Vice President Soeffker-Culicerto shared no changes except striking the last sentence which contains a date. There was discussion of changing the name of the policy in order to not tie it to the company used.

***Policy 4070 – Student Government Association Constitution***

Dean Ohl-Gigliotti presented revisions of the SGA constitution that the SGA worked on. Dr. Klauber wanted to highlight Rebecca Bergeron (Vice President of SGA) who worked very hard on this. There was discussion on separating the constitution and bylaws. This will be taken back to the committee to remove the bylaws and will be brought back in April Work Session.

***Policy 6021 – Food Service and Campus Store Pricing Policy***

Vice President Soeffker-Culicerto shared the policy and recommended no changes. There was a question about e-textbooks. The Trustees suggested removing the last sentence in this policy.

***Policy 6022 – Veterans and Campus Store Purchases Policy***

Vice President Soeffker-Culicerto shared the policy and recommended no changes.

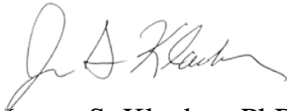
***Policy 8069 – Commercial Solicitation Policy***

Vice President Soeffker-Culicerto and Ms. Cannon shared revisions including wording on insurances and added language. The Trustees had questions regarding rentals and student events. Ms. Cannon answered these questions and will add revisions pertaining to statutes.

**Adjournment**

There being no further business or discussion, the work session was adjourned at 12:54 pm.

Respectfully submitted,



James S. Klauber, PhD  
President/Secretary