

## HCC Admin & IT Committee Meeting Minutes – 4/25/24

Communication from Heike to the committee on 04252024

Good Morning!

It looks like that we don't have to meet.

I have only two policies I am working on, one of them based on Maryland law change.

1. With purchasing: The threshold of having to bid has changed per law from \$50,000 to \$100,000.
2. And the capitalizing policy. I am working on with David B., our director of finance. He has asked to change the threshold from \$5,000 to \$10,000 and I did a survey in my affinity group to hear what other Maryland community colleges are doing.

I will send the drafts to this committee before the May board meeting. We are taking these two to the board work session for the board's review. Purchasing, Alicia C., and finance, David B., will accompany me to present these.

Carlee will forward new policies to our committee starting with the fall semester.

Thanks and have a great day!

Heike

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