

**HAGERSTOWN COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

*Work Session  
May 16, 2023*

A work session of the Board of Trustees of Hagerstown Community College was held on Tuesday, May 16, 2023, in the Career Programs Building Room 211 and 213, beginning at 11:30 am. 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

Jennifer Childs – Director of Human Resources  
Rebecca Shives – Recording Secretary

**Call to Order**

Chair Proctor presided and convened the work session at 11:40 am.

**Policies for Review**

***Policy 5002 – Furlough Policy***

The Board had no objections to the updated verbiage.

***Policy 5003 – Equal Employment Opportunity***

The Board had no objections to the updated verbiage.

***Policy 5004 – Employee Guidance and Progressive Discipline***

The Board suggested making an additional verbiage change. This change will be updated for next month.

***Policy 5008 – Temporary Employees***

The Board had no objections deleting this policy.

***Policy 5009 – Independent Contractors***

The Board had no objections deleting this policy.

***Policy 5010 – Compensation Policy***

The Board had no objections to the updated verbiage.

***Policy 5019 – Retiree Health Benefits***

The was discussion of verbiage of this policy. The Board had no objections to the verbiage in this policy.

***Policy 5041 – Employee Leave***

There was discussion of verbiage of this policy. The Board had no objections to the verbiage in this policy.

***Policy 5042 – Family and Medical Leave***

The Board had no objections to the verbiage in this policy.

***Policy 5090 – Professional Membership***

The Board had no objections deleting this policy.

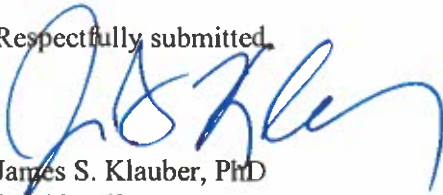
***Policy 5093 – Use of Computing, Network, and Communications Resource Policy***

The Board had no objections to the verbiage in this policy.

**Adjournment**

There being no further business or discussion, the work session was adjourned at 12:33 pm.

Respectfully submitted,



James S. Klauber, PhD  
President/Secretary