

**HAGERSTOWN COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**MINUTES**

*Regular Meeting  
January 17, 2023*

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, January 17, 2023, in the Career Programs Building 211 and 213, beginning at 1:00 pm. In attendance:

Board Members

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

HCC Affiliates

Jennifer Childs – Executive Director, Human Resources  
Craig Fentress – Senior Director of Information Technology  
Kristen Hoffman – Retention Specialist  
Vincent Ippolito – Director of Facilities  
Nick Mayonado – President, SGA  
Christine Ohl-Gigliotti – Dean of Students  
Dawn Schoenenberger – Director, Developmental Education & Adult Literacy Services  
Eric Schwartz - Chair, Faculty Assembly  
Rebecca Shives – Recording Secretary  
Heike Soeffker-Culicerto - Vice President, Administration and Finance  
Dave Warner -Vice President, Academic Affairs and Student Services

Call To Order

Chair Proctor presided and convened the regular meeting at 1:08 pm.

Introduction of All USA Academic Team Nominees

PTK advisors, Kristen Hoffman and Dawn Schoenenberger, introduced the All USA Academic Team Nominees. Caniah Mayo, a Computer and Information Sciences student; Alyssa Neff, a Graphic Design student; and Christiana Robinson, a Dental Hygiene student (not in attendance).

### **Consent Agenda**

The consent agenda was comprised of the joint and open session minutes for the December 13, 2022 meeting; the personnel report for January 2023; and policy 8040 – Bloodborne Pathogens. All were approved as submitted.

### **Report from Campus Groups**

#### ***Student Government Association***

Nick Mayonado, president for the SGA, discussed current and future SGA events and activities.

#### ***Faculty Assembly***

Assistant Professor Schwartz reported on topics relating to faculty including the upcoming art show at Wilson College and upcoming Faculty Assembly.

### **President's Report**

#### ***Board Briefing Summary***

President Klauber reviewed highlights in Academic Affairs, Student Services, and College Advancement.

Additional point:

- First Allied Health Pinning for Workforce Solutions and Continuing Education was this past Friday. There were 25 students who were recognized.

#### ***IT Security Updates***

Director Fentress addressed questions and concerns the Trustees had regarding IT security that college has.

### **Monthly and Special Reports**

#### ***Financial Report as of December 31, 2022 (ACTION)***

Mr. Snook moved to accept the financial report as of December 31, 2022. Mr. Abraham seconded, and the motion carried by unanimous vote.

### **New Business**

***BPI Upgrade (ACTION)***

Director Ippolito discussed the Bipolar Ionization System (BPI) – air purification processing system. Mr. Newcomer moved to approve Enginuity as the vendor of choice for this project. Ms. Brooks seconded, and the motion carried by unanimous vote.

**Adjournment**

There being no further business or discussion, the open meeting was adjourned at 2:30 pm. The next meeting will be held on February 21, 2023 in the Career Programs Building, Rooms 211 and 213.

Respectfully submitted,

  
James S. Klauber, PhD  
President/Secretary