

**HAGERSTOWN COMMUNITY COLLEGE
BOARD OF TRUSTEES**

MINUTES

*Regular Meeting
April 18, 2023*

A Regular Meeting of the Board of Trustees of Hagerstown Community College was held on Tuesday, April 18, 2023, in the Career Programs Building, Rooms 211 & 213, beginning at 1:00 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

Jennifer Childs – Executive Director, Human Resources
Nick Mayonado – President, SGA
Christine Ohl-Gigliotti – Dean of Students
Eric Schwartz – Chair, Faculty Assembly
Justina Shaw – Business Incubator Director
Rebecca Shives – Recording Secretary
Heike Soeffker-Culicerto - Vice President, Administration and Finance
David Warner – Vice President, Academic Affairs and Student Services
Ashley Whaley – Senior Director, College Advancement

Call To Order

Chair Proctor presided and convened the regular meeting at 1:19 pm.

Consent Agenda

The Consent Agenda included the minutes for the closed, joint, work, and open sessions for the March 21, 2023 meeting; the personnel report for April; and the May candidates for college certificates and degrees.

Reports from Campus Groups

Student Government Association

SGA President, Nick Mayonado, reported on SGA activities and planned future events. SGA President, Nick Mayonado also thanked the Trustees for letting him share updates as he will be transferring to Mount Saint Mary's in the fall. The Trustees thanked him for his dedication and wished him well on his future endeavors.

Faculty Assembly

Assistant Professor Schwartz reported on faculty topics.

President's Report

Board Briefing Summary

President Klauber discussed activities in Academic Affairs, Student Services, Workforce Solutions and Continuing Education, and College Advancement.

Additional Points:

- The Business Incubator is a finalist for the Julius Morgan Diversity and Inclusion Award through the Int'l Conference on Business Incubation. The winner will be announced on April 25th in Detroit and Justina Shaw will be attending.
- Walking to Listen Event of hiking on the C & O Canal will be tomorrow afternoon
- The Legislative session has finished. The ATC renovations and stadium study has been added back to the capital budget.
- The Public Relations Department has won national awards
- Dr. Raj has been selected as interim secretary for MHEC
- Discussed Early College Degree Program information to help students wanting to pursue programs in the STEMM fields succeed
- The Vice President of Academic Affairs and Student Service position search will still continue. In the meantime, Dawn Schoenenberger will be appointed Interim for six months
- Bowman Center Pre-Bid meeting had 52 attendees

RSVP for Year End Activities

The trustees were asked to return the RSVP for year end events to the President's Office by April 28 for planning purposes.

Foundation Report

Senior Director Whaley thanked the Trustees for their support for this year's Tribute which was a success as there was over 450 people in attendance.

Monthly and Special Reports

Financial Report as of March 31, 2023 (ACTION)

Mr. Abraham moved to accept the Financial Report as of March 31, 2023 as submitted. Ms. Brooks seconded, and the motion carried by unanimous vote.

New Business

Employee Benefit Costs for FY24 (ACTION)

The Administration recommended that the College increase the employee contribution rates to 91% of Employee Only and 89% of Employee + Dependent Tiers for FY24. Ms. Lampton moved to approve the recommendation as submitted. Mr. Abraham seconded, and the motion carried by unanimous vote.

Salary Adjustments for FY24 (ACTION)

After discussion, Ms. Lampton moved to approve an 8.5% flat rate salary adjustment for FY24 as submitted. Mr. Newcomer seconded, motion passed by majority.

Salary Scale Adjustments for FY24 (ACTION)

Ms. Lampton moved to approve a revised salary scale beginning in FY24 as submitted. Ms. Williamson seconded, and the motion carried by unanimous vote.

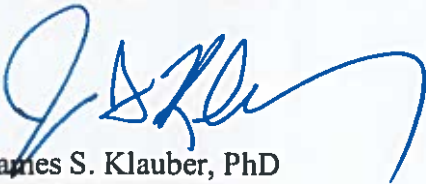
Student and Community Fee Schedule for FY24 (ACTION)

Ms. Brooks moved to approve the updated Student and Community Fee Schedule for FY24 as submitted. Mr. Newcomer seconded, and the motion carried by unanimous vote.

Adjournment

There being no further business or discussion, the Board meeting was adjourned at 2:03 pm. The next regularly scheduled meeting will be held on Tuesday, May 16, 2023, in the Career Programs Building, Rooms 211 and 213 beginning at 12:00 pm.

Respectfully submitted,



James S. Klauber, PhD
President/Secretary