

Allegany College of Maryland
BOARD OF TRUSTEES

January 16, 2023

PUBLIC SESSION
MINUTES

Thomas Welcome Center
Iris Eustace Halmos Community Room

The Allegany College of Maryland Board of Trustees met Monday, January 16, 2023 at 4 pm in the Thomas Welcome Center, Iris Eustace Halmos Community Room, in person and via Zoom. Board members in attendance included: Mr. Kim Leonard, Mr. Jim Pyles, Mr. Eugene Frazier, Ms. Michele Martz, Ms. Mirjhana Buck, Ms. Linda Buckel, and Dr. Cynthia Bambara (President and Secretary/Treasurer).

Other in attendance included:

Kurt Hoffman	David Jones	John Bone
Melinda Duckworth	Melanie Chapman	Stacey Rohrbaugh
April Higson	Debby Hardinger	Scott Harrah
Dione Clark Trub	Lori Spence	

Adopt the December 12, 2022 Minutes

Mr. Leonard called the meeting to order at 4 pm. On a motion and second by Mr. Frazier and Mr. Pyles respectively, the Trustees adopted the December 12, 2022 minutes.

Chairman's Update

Mr. Leonard reviewed the dates of upcoming events listed on the agenda.

President's Update

Dr. Bambara reported that Spring semester classes began Wednesday, January 11, 2023. Overall enrollment is up 3% in headcount and 7.8% in credits. Allegany County enrollment is up 9.8% and male student enrollment is up 10%. The under 20 population is rebounding and is up from last year by 11.3%. Full-time enrollment is up 14% as well as web enrollment which is also up by 14%.

Middle States Commission on Higher Education (MSCHE)

The MSCHE Team has been announced. Given that there are no conflicts with any team member, ACM has accepted the roster. The Self-study is being finalized and will be submitted to MSCHE in a few weeks.

Mountain Maryland PACE

ACM will be represented at Mountain Maryland PACE January 19-20, 2023. Dr. Bambara and the vice presidents will attend.

Maryland Association of Community Colleges (MACC)

MACC will hold the annual Trustee Leadership Conference and Legislative Reception at the Calvert House beginning at 3 pm. on January 23, 2023. The agenda will include a presentation by Jee Hang Lee, ACCT President and CEO; and a Higher Education Legal update from Rob Duston of Saul

Ewing, LLP. Dr. Brad Phillips will review the 2023 MACC Legislative Agenda. Trustee Jane Belt and Dr. Bambara will attend.

Foundation and Grants

The Bedford County Campus hosted the Future Business Leaders of America (FBLA) competition on January 24, 2023. FBLA is a business organization for high school students. Over 150 high school students, teachers, and families were in attendance. ACM faculty and staff were key in helping to facilitate the day.

The ARC Theatre renovation grant was approved in the amount of \$150,000. Renovation is well underway.

A USDA Theatre grant is expected to be approved this month.

The Rural Maryland Economic Development Fund for the Nursing Expansion and Enhancement to Meet the Need of Western Maryland project was officially approved last week providing \$480,255 in funding. This will create the option for a hybrid weekend cohort and extensive simulation equipment for the nursing program.

Using grant and ACM strategic funding, ACM is actively working to promote allied health and nursing programs throughout the region using a variety of marketing tools.

An ARC grant in the amount of \$100,000 was approved to support the Social Media and Marketing program. ACM is partnering with bluegrass legend Del McCoury and Rainmaker Management to establish a program for students to work with the premiere artists and industry leaders through an internship program in a state-of-the-art facility located in downtown Cumberland. Upon completion of the program students may have the opportunity to obtain employment in the music industry.

Electronic Board Materials

Dr. Bambara asked the Trustees if they are comfortable receiving and sharing board meeting documents electronically, eliminating the mailing of paper packets. The President's Office will research the best method of sending the materials.

Approval of changes in Nursing entrance criteria (Action Item)

Dr. Kurt Hoffman presented proposed changes to the nursing entrance criteria. The changes would give equal weight to both the HESI entrance exam and grades in general education courses. Faculty in the program have determined that the HESI entrance scores are a stronger predictor of program success than grades in general education courses. The Trustees approved the changes following a motion by Ms. Buck and second by Ms. Martz.

Baseball Field Renovation (Action Item)

Mr. David Jones recommenced that Hummer Turfgrass Systems, Inc. be selected to complete Phase II of the baseball field which includes new sod around the outside of the infield as well as an underground irrigation system. Hummer Turfgrass was the sole bidder for the \$324,000 project. He recommended that the project be funded through the approved Project Open Space grant as well as allocation/reallocation of funds from a variety of other sources. The Trustees approved the recommendation following a motion from Mr. Pyles and second from Mr. Frazier.

Bedford Campus Allied Health Equipment (Action Item)

The Bedford Regional Education Foundation has committed funds to purchase a new Anatomage Virtual Anatomy Dissection Table Clinical to support nursing and allied health training at the Bedford County Campus. Anatomage Regional Sales—Mid Atlantic was the sole bidder. The cost of the equipment is \$79,015. The Trustees approved the purchase following a motion from Ms. Martz and second from Ms. Buckel.

Compensation Study (Information Item)

Ms. Melinda Duckworth stated that the last compensation study was completed in January 2017. Since that time, the College has made many changes as a result of the study. With new demands created by the pandemic along with steep increases to Maryland’s minimum wage, the College’s salaries are not competitive with the market. A new study is needed to implement plans that will help salaries be more competitive with the market. Within the next few months, Ms. Duckworth will provide a recommendation for the Board’s consideration.

Advancement Updates (Information Item)

Mr. David Jones presented an update on areas of the Advancement Office. The areas covered in his update included: Public Relations and Marketing; Design, Print and Mail Services; Grants, Scholarships and Foundations. Mission, goals, initiatives and outcomes were shared for each area.

Middle States Commission on Higher Education (MSCHE) Standard III (Information Item)

Mr. Scott Harrah provided an overview of MSCHE Standard III, Design and Delivery of the Student Learning Experience. The standard states that “An institution provides students with learning experiences that are characterized by rigor and coherence at all program, certificate, and degree levels, regardless of instructional modality. All learning experiences, regardless of modality, program pace/schedule, level, and setting are consistent with higher education.” Mr. Harrah reviewed the eight criteria outlined in the standard.

There were no items for Executive Session.

With no further business, on a motion from Ms. Buckel and second from Mr. Pyles, the meeting was adjourned at 5:32 pm.

Respectfully submitted,



Mr. Kim B. Leonard
Board of Trustees Chairman



Dr. Cynthia S. Bambara
Secretary/Treasurer