

Allegany College of Maryland
BOARD OF TRUSTEES
MINUTES
May 14, 2018
4 p.m.

PUBLIC SESSION

The Board of Trustees met Monday, May 14, 2018, at 4 p.m. in the Board Room. Members present included Mr. Kim Leonard (Board Chair), Mr. Jack McMullen, Mr. Jim Ortiz, Mr. Jim Pyles, and Dr. Cynthia Bambara (President and Secretary/Treasurer).

Also in attendance were Mr. David Jones (VP of Advancement and Community Relations and Executive Director of the Allegany College of Maryland Foundation), Mrs. Christina Kilduff (VP of Finance and Administration), Dr. Kurt Hoffman (Sr. VP of Instructional and Student Affairs), Mrs. Melinda Duckworth (Director of Human Resources), Mr. John Bone (Assistant Professor of Multimedia Technology and Faculty Senate Chair), Mrs. Kathy Condor (Director of CE Health and Human Services and Professional/Administrative Support Staff Association Chair), Mr. Nick Taylor (Coordinator of Web Services and Professional/Administrative Support Staff Association Vice Chair), Mrs. Martha Steele (Assistant Registration Specialist and Associate Support Staff Association Chair), Mrs. Shea Bonarigo (Administrative Assistant to the Dean of Continuing Education and Workforce Development and Associate Support Staff Association Vice Chair), Mrs. Marianne Shedlock (Registrar), Dr. Bill Rocks (Dean of Career Education), Ms. Cherie Snyder (Professor of Human Services), Mr. Chris Ruppenkamp (Physical Education Technician), Krysta Brown, Christine Dicks, Bethany Lane, and Kevin Youngblood Human Services Students, and Mrs. Bobbie Cameron (Senior Executive Associate to the President and the Board of Trustees).

Approval of Minutes

The Trustees approved the minutes of the April 16, 2018, meeting as presented following a motion by Mr. McMullen and a second by Mr. Ortiz.

Chairman's Update

Mr. Leonard reviewed dates of the upcoming events and determined which commencements the Trustees planned to attend. Mr. Leonard commended David Jones on his efforts to have student presentations at the ACM Foundation Luncheons.

President's Update

ACM Sadness – The President shared the sad news that this past week, ACM lost one of our students, Nick Bender. The College held a memorial service for Nick this past Thursday. His family expressed gratitude for the kindness ACM employees extended to Nick during his time at the College.

PTK News – At the April BOT meeting, Dr. Bambara shared some outstanding accomplishments from ACM's Omicron Pi Chapter of PTK, returning home from the regional conference with many awards. At that time, they were poised to travel to the national conference in Saint Louis. They returned home from the national meeting with more great news. ACM's chapter has been ranked in the Top 100 chapters in the nation! While it has taken some time to build the chapter, but the ACM chapter made it—thanks to Melody Gaschler and some very invested and talented students.

100% First Time Pass Rate for Dental Hygiene – The President shared some other fantastic news that occurred since the last board meeting. ACM's Dental Hygiene current cohort attained a 100% first-time pass rate on their board scores!

Earth Day/Arbor Day – The ACM forestry department partnered with the local Cumberland Rotary Club for an amazing Earth Day/Arbor Day Celebration. On Wednesday, April 18, ACM celebrated Earth Day. Several members of the Rotary Club attended. After the formal presentation of a Presidential Proclamation and guest speakers, the group proceeded to land adjacent to the parking lot above the library. Thirty trees were planted at this site, with one dedicated to the Rotary Club of Cumberland. On Saturday, April 21, the celebrations continued with a planting of 70 trees for the 70 members of the Cumberland Rotary Club in a grove by Wills Creek, just west of the CE building. Rotarians, Boy Scout Troup 9 and the Frostburg Naval Sea Cadets came out in force to complete the project.

Bill Signing – On the legislative front, Tuesday, May 8, 2018, was an historic day for community colleges when Governor Hogan signed into law the Maryland Promise Bill that provides for free access to Maryland's 16 community colleges. The \$15M funding allocation, is a last dollar in source of support that will expand access to higher education.

MACC Executive Board/USM Meeting – As a member of the MACC Executive Board, on May 8, Dr. Bambara attended a joint meeting with Chancellor Caret and other USM representatives. The agenda consisted of a robust discussion of the need for Applied Baccalaureate Degrees in some very narrowly defined areas. Also discussed was innovation, capacity and sustainability. The meeting ended with both groups interested in continuing conversations in the development of 3+1 arrangements.

Eastern West Virginia Community and Technical College (E WVCTC) Graduation—America's Promise
Dr. Bambara was honored to be invited to the platform of the E WVCTC graduation this past Saturday to celebrate the America's Promise partnership among ACM, E WVCTC and Dabney S. Lancaster Community College in Virginia.

Community Colleges of the Appalachia (CCA) – ACM is a member of the Community College of the Appalachia. Together members find common ground and partner to find strategic alliances (such as America's Promise) to tackle the challenges of Rural Appalachia. Dr. Bambara has been invited to serve on a strategic planning workgroup and to be considered as Maryland's representative to CCA board. Dr. Bambara will know if she will serve after the June board meeting. She will be traveling to Asheville, NC June 10-13 to attend the CCA conference followed by the strategic planning workgroup.

MSCHE Visit – Last week, Dr. Bambara completed the evaluators report for Rowan College at Gloucester County. It continues to be an excellent professional development experience at this very innovative institution. She has garnered some out of the box ideas during the visit. In addition, the next step in the process includes evaluating final reports from a total of ten institutions in the spring cohort. The President will travel to Philadelphia at the end of May for final recommendations to the Commission. While it has been a tremendous amount of work, it has also been an incredible professional development experience. The President expressed gratitude to Deans Tom Striplin and Connie Clifton for serving on teams this spring. Scott Harrah is trained and in the wings, ready to serve. The three vice-presidents will be trained as evaluators in the next year.

Rotary 4-Way Speech Contest – For the past seven years, Dr. Bambara has chaired the Cumberland Rotary Club's 4-Way Speech Contest. This past Saturday, she accompanied the club's winner of the 4-Way Speech Contest to the District Contest in Hershey. Claire Marlowe, an 11th grade student from Allegany High School advanced to the district competition. She did fantastic and placed second!

Approval of Graduates

Mrs. Marianne Shedlock presented the preliminary list, pending final grades, of 337 applicants for 403 degrees/certificates for graduation in spring 2018. The graduates were approved by the Board of Trustees following a motion by Mr. Ortiz and a second by Mr. McMullen.

Proposed Student Fee Increase

Mrs. Kilduff proposed a \$2 per credit hour student fee to cover the costs of graduation. Currently, ACM provides diplomas, diploma covers, receptions, as well as regalia to students, faculty and staff at no cost. Adding a slight increase to the general student fee will cover these costs without deterring students from applying for graduation. Mrs. Kilduff also added that with the increase, ACM mandatory fees would amount to \$20 per credit hour. With this increase, ACM fees would remain among the lowest of the community colleges in Maryland. On a motion by Mr. Ortiz and a second from Mr. McMullen, the Board of Trustees approved the \$2 increase to the mandatory student fees.

Honorary Degree for Nick Bender

Dr. Hoffman requested that the Board of Trustees approve an honorary degree for Nick Bender, a student who recently passed away. At his passing, Nick was just a few credits shy of earning his associate's degree. The Board of Trustees approved to award an honorary degree to Nick Bender's parents following a motion and second by Mr. McMullen and Mr. Pyles, respectively. A private presentation to the family is planned for the near future.

Faculty Appointment

Dr. Hoffman recommended the appointment of Patsy McKenzie to fill the vacated faculty position in psychology. On a motion by Mr. Ortiz and a second from Mr. McMullen, the Board of Trustees approved the appointment.

Student Focus

Human Service Program students, Christine Dicks, Krysta Brown, Bethany Lane, and Kevin Youngblood presented highlights of their Capstone Project: "Stress Busters". Professor Cherie Snyder introduced the students and the project while the students shared their experiences with the Board of Trustees.

Perkins Report Card

Dr. Bill Rocks and Mrs. Lynn Grimm provided a presentation on ACM's Perkins Report Card highlighting the College's outstanding performance. ACM is the only Maryland community college that either exceeded all targets or were within 90 percent of the target. All career program directors were commended. A strength of ACM's career programs is the active Local Advisory Council which is the longest standing in the State of Maryland. The Council meets five times a year with over a dozen members.

League for Innovation Conference

The 2018 League for Innovation John and Suanne Roueche Excellence Award recipients are Mrs. Cheryl Nelson (faculty), Mrs. Kathy Condor (professional staff), and Mr. Chris Ruppenkamp (associate support staff). They reported on their conference experiences. The most notable quote came from a session that

Mrs. Condor attended which stated, "Moving education is like moving a cemetery – you will not receive any help from the residents." Thanks to our friends from eLETS, a photo video was provided. Because of the proximity of the conference, ACM was invited to assist in staffing the event which allowed for complimentary registrations for 10 volunteers. John Bone was among the volunteers who served as the conference photographer. Hence, the Board of Trustees viewed a great photo show!

The Trustees, on a motion by Mr. Ortiz and a second by Mr. McMullen, went into Executive Session at 5:40 p.m. to discuss financial and personnel matters covered under the Maryland Open Meetings Act. Action may be taken in Public Session as a result of items discussed in Executive Session.

The Trustees went back into Public Session at 5:50 p.m. to take action on the items discussed in Executive Session on a motion and a second by Mr. Ortiz and Mr. McMullen, respectively.

The Trustees approved the amended the Faculty Non-Classified Scales and the Staff Non-Classified Scales and then adjourned the meeting at 5:55 p.m. on a motion by Mr. McMullen and a second by Mr. Pyles.

Respectfully submitted,

Kim B. Leonard
Board Chair

Cynthia Bambara
Secretary/Treasurer