

Allegany College of Maryland  
BOARD OF TRUSTEES

MINUTES

September 10, 2018  
4:00 p.m.

PUBLIC SESSION

The Board of Trustees met Monday, September 10, 2018, at 4:04 p.m. in the Board Room. Members present included Mr. Kim Leonard (Board Chair), Ms. Jane Belt (Board Vice Chair), Ms. Joyce Lapp, Ms. Linda Buckel, Mr. Jack McMullen, Mr. Jim Pyles, Mr. Barry Ronan, 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), Ms. 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. Scott Harrah (Associate Dean of Institutional Effectiveness, Research and Planning), Mr. John Bone (Assistant Professor of Multimedia Technology and Faculty Senate Chair), Dr. Donna Brunelli (Professor of Biological Sciences and Faculty Senate Vice Chair), Mr. Nick Taylor (Coordinator of Web Services and Professional/Administrative Support Staff Association Chair), Ms. Shea Bonarigo (Administrative Associate to the Dean of Continuing Education and Workforce Development and Associate Support Staff Association Chair), Ms. Sandi Foreman (Administrative Associate to the VP of Advancement and Community Relations/Executive Director of the Allegany College of Maryland Foundation and Associate Support Staff Association Vice Chair), Mr. Ray Hunt (Program Director of Automotive Technology), Mr. Arthur Priadkin (Research Analyst), Mr. Chandler Sagal (Development and Grants Associate), and Mrs. Bobbie Cameron (Senior Executive Associate to the President and the Board of Trustees).

**Approval of Minutes**

Following a motion by Ms. Belt and a second by Mr. Ronan, the Trustees approved the minutes of the regular monthly meeting from August 20, 2018.

**Chairman's Update**

Mr. Leonard welcomed everyone. He commented on how productive the Trustees strategic planning retreat was earlier this afternoon, noting the good discourse. He reviewed the upcoming dates and reminded everyone that the October meeting is at the Bedford County Campus. Mr. Leonard thanked everyone for all the hard work.

**President's Update**

Technology Building Phase II Renovation – ACM has secured county funding and is awaiting confirmation of state funding for Project 2 of the Technology Building renovation. The project is currently in the design phase of Project 2. Project 1 should be complete by mid-October. This includes a new two-story lobby, ADA accessibility, and renovated restrooms.

Enrollment – The latest enrollment numbers appear to be down about 5.5 percent in headcount and 6 percent in credits. These numbers are without our early college enrollments that are very strong this year and will help mitigate the decrease in campus numbers.

JCERT Accreditation – ACM received notification by the Joint Review Committee on Education that ACM's accreditation in Radiologic Technology has been withdrawn. At this time, we will suspend the program until a decision is determined to seek reaccreditation.

EARN Award – Congratulations to Autumn Becker and the EARN Team for a recent award of \$566,000 that will support the IT Center for Excellence. Her past performance on this grant and the infrastructure she has developed

are what led to the amount that doubled the previous award. Secretary Kelly Shultz will publicly announce the grant award at the TECH at the Gap Conference on October 24.

Campus Compact – The Democracy Commitment has joined the Campus Compact of which ACM is now a member. Dr. Bambara will serve on the Board of Directors of this organization.

Honorary Degree Presentation for the Late Nick Bender – The presentation is scheduled for September 27 at 3:30 p.m. in the Board Room.

### **Diesel Training Equipment Bid Recommendation**

Mr. Jones introduced Ray Hunt who worked together to apply for and received an ARC grant to support the integration of diesel training into the automotive technology curriculum. Bids were solicited for a 4-cylinder truck diesel common rail trainer (or equivalent) and a diesel engine bench GM Duramax 6.6L and diesel aftertreatment system trainer (or equivalent). ACM received four bids. The recommendations for the Trustees to consider are to purchase the 4-cylinder truck diesel engine common rail trainer (or equivalent) from Amtek Company, Inc. for \$36,690, and to purchase the diesel engine bench GM Duramax 6.6L and diesel aftertreatment system trainer (or equivalent) from Cutaway Creations for \$47,541. The Trustees approved the recommendation on a motion and second by Ms. Lapp and Ms. Belt, respectively.

### **Performance Accountability Report**

Following a motion by Mr. Ronan and a second by Mr. McMullen, the Trustees approved the submission to MHEC of the Performance Accountability Report as presented by Mr. Harrah and Mr. Priadkin.

### **Continuing Education Building Boiler Replacement**

Ms. Lapp recused herself to avoid any conflict of interest. ACM received three sealed bids for the CE Building boiler replacement RFP. Ms. Kilduff recommended the Board approve selection of the lowest bid of \$229,900 from R.H. Lapp Mechanical Contractors that will allow the boiler replacement to be complete in time for heating season. On a motion by Mr. Ronan and a second by Mr. McMullen, the Trustees approved the recommendation.

### **Softball Field Construction Bid Recommendation**

Ms. Belt recused herself to avoid any conflict of interest. Mr. Jones requested the Trustees approve the selection of the lowest bid of \$101,290 from Carl Belt, Inc. Based on discussions with applicable ACM personnel, the engineer and architect, ACM recommends the Trustees accept alternatives 1 and 2 but not alternatives 3 or 4. With the approval of the recommendation by the Board, the College will move forward with the necessary contract to have the softball field work done this fall, so that the field is ready for play in 2019, with the goal of having the field complete and playable by the start of the upcoming softball season. The Trustees approved the recommendation following a motion by Mr. Pyles and a second by Ms. Lapp.

### **ACM Welcome Center Construction Update**

Ms. Belt recused herself to avoid any conflict of interest. One bid came in over budget. The contractor and architect are working together to bring the project within budget. The internal floor plan will not change.

Following a motion by Ms. Lapp and a second by Ms. Belt, the Trustees adjourned the meeting at 5:35 p.m.

Respectfully submitted,

Kim B. Leonard  
Board Chair

Cynthia Bambara  
Secretary/Treasurer