

Allegany College of Maryland
BOARD OF TRUSTEES

August 15, 2022
PUBLIC SESSION
MINUTES

The Allegany College of Maryland Board of Trustees met Monday, August 15, 2022, at 4 pm in the Thomas Welcome Center and via Zoom. Board members in attendance included Mr. Kim Leonard (Chair), Ms. Jane Belt, Ms. Michele Martz, Ms. Linda Buckel, Mr. Eugene Frazier, Ms. Mirjhana Buck, and Dr. Cynthia Bambara (President and Secretary/Treasurer).

Others in attendance included:

Melanie Chapman	Debby Hardinger	Scott Harrah
Diane McMahan	Dr Kurt Hoffman	Christina Kilduff
Dione Clark-Trub	David Jones	John Bone
April Higson	Victoria Perini (student)	Lori Spence, recorder

Mr. Leonard called the meeting to order at 4 pm on Monday, August 15, 2022 in the Thomas Welcome Center.

July 18, 2022 Meeting Minutes

Following a motion to approve by Mr. Frazier with a second by Ms. Belt, the Trustees approved the July 18, 2022 meeting minutes.

Chairman's Update

Mr. Leonard commented on an Allegany County Museum video he recently viewed which credited John Bone for his contributions.

President's Update

Fall Semester 2022

Dr. Bambara shared that fall semester classes begin Monday, August 22, 2022. The All-College Assembly on Thursday, August 18, 2022 will officially open the semester. Housing students will begin moving in Friday, August 19 through Sunday, August 21.

Summer and Fall Enrollment

At this time, year to year comparative numbers are as follows:

Summer 2022 enrollment was up 9% in headcount and 15% in credits from summer of 2021.

Fall is trending up as well with an increase of approximately 1.5% in headcount and 3% in credits.

There is a 10% increase in the number of male students; the number of female students is the same as last year. In-county enrollments are up 2% from fall 2021 and under 20 students are up 4% from last year. The current reports do not include Early College enrollments. More accurate numbers will be provided at the September board meeting.

Western Maryland Works Ribbon Cutting and Open House

On Thursday, August 18, 2022 at 4:00 pm there will be a ribbon cutting and open house at Western Maryland Works. A number of elected officials will be attending along with ARC representatives. The Board was invited to attend in the event.

Mark Your Calendar

Dr. Bambara announced the following upcoming events:

- UPMC Western Maryland Nursing Simulation Laboratory Dedication
September 6, 2022 at 3:30 pm
- Iris Halmos Community Room Naming Ceremony
September 30 at 4 pm
- The ARC Conference will be held at Rocky Gap October 17-19, 2022. Governor Hogan (ARC's State Co-chair) and MBA Hall of Fame Inductee Cal Ripken Jr. will hold a fire side chat on October 18, 2022 at 10 am. Federal Co-chair Gayle Manchin will be speaking. Dr. Bambara offered to assist the Trustees in registering for the conference if interested. She also shared that at some time during, before or after the conference the Governor will be visiting Western Maryland Works.

Community Colleges of the Appalachia (CCA)—Rural Educators Academy (REA)

As was presented at the July meeting, CCA is the recipient of an Ascendium Grant in the amount of \$475,000 to develop a REA. Through this professional development experience, teams of 10 faculty, student support staff, and administrators will learn about the mind set of students in poverty and the barriers these students face. Much of the curriculum is based in the work of Ruby Payne and Bridges from Poverty as well as principles from Growth Mindset. The participants will devise a capstone project to improve student outcomes. In parallel, the REA for leaders will offer those in administrative roles a similar set of activities. This professional development academy is designed to create a community of practice across Appalachia focused on ways to improve student success throughout the region. ACM applied to participate in the initial pilot project and last week the College was notified that ACM was selected to be one of five colleges to participate. Kudos to Dr. Hoffman and others who worked on the application process. Leadership is hoping this effort will advance ACM's diversity, equity and inclusion (DEI) agenda.

Maryland Council of Community Colleges

The MCCCCP held its annual retreat on August 1-2, 2022 at Prince Georges Community College. Discussion topics included:

- Comments from the State Superintendent Mohammed Choudhury and his team on implications of the Maryland Blue Print. Under this plan, students and families will not be required to pay for dual enrollment classes as they currently do now.
- Rachel Hise, Executive Director of the Blueprint Accountability Implementation Board provided a follow-up presentation. There are still many unanswered questions regarding the implementation.

- Presidents heard the Prognosis for the 2023 General Assembly from Senator Guzzone, Howard County (Chair of the Senate Budget and Taxation Committee and Delegate Solomon, Montgomery County, (member of the Appropriations Committee).
- Presidents shared information regarding fall enrollments, Covid Protocols, Telework Expectations and Collective Bargaining Preparation.
- The meeting wrapped up with a discussion on the FY23 MACC Legislative Initiatives.

Maryland Higher Education Commission

On July 29, 2022, Dr. Hoffman and Dr. Bambara submitted ACM's rationale for a request for full commission review of Secretary Fielders June 6, 2022 decision to approve Frostburg State University's proposed licensure BSN program. Dr. Bambara and Dr. Hoffman will present to the full commission on Wednesday, August 24, 2022 at the 1:00 pm meeting.

COVID-19 Command Team

ACM will open the fall semester with the same protocols that were in place at the end of the spring semester which includes optional masking, attestations in offices and classrooms, and reporting procedures. ACM will continue to retain at least one case manager for the foreseeable future. Leadership will continue to monitor regularly and adjust as needed.

Grants

The College submitted the following three projects for consideration through the Rural Maryland Economic Development Fund:

1. ACM Workforce and Community Theatre: (\$300,000)
2. Expanding and Enhancing Nursing by adding a hybrid weekend program and simulation equipment to benefit Cumberland and Garrett Nursing sites: (\$480,255)
3. Western Maryland Works Makerspace Training Enhancement: (\$799,650)

ACM received the FY23 grant award notification for the Pathways for Success Program (Trio) in the amount of \$253,032.

The College also received funding news on the MSDE Maryland Leads grant submitted in the amount of \$394,487 in partnership with ACPS to develop a pathway for students to earn an Associate's Degree in Teacher Education and ultimately support staffing shortages at ACPS. Students will receive paid tuition, tutoring, peer mentors, advisors, paid internships, and a seamless transition to ACM.

ACM is currently pursuing a Hunger Free Campus grant through the State of Maryland (MHEC) to provide support to the pantry and to make it more accessible to students and community members.

ACM Foundation

FY22 Foundation year to date revenue was \$1,890,871, which represents an increase of 44% from the previous year. Scholarships and other College support was \$1,250,360, which represents an increase of 9% from the previous year.

Several new funds, including significant endowment funds, have been initiated to support ACM scholarships and other campus needs.

College to Community Center Data: Student Performance of Service Learning and Civic Engagement

Dr. Hoffman introduced Dr. Diane McMahon as someone who has expanded the Civic Engagement Center to provide opportunities for students, faculty and staff. Over the past few years, she has worked hard to obtain the prestigious Carnegie Foundation Classification for the College.

Dr. McMahon presented the Community Engagement Report outlining the purpose of engaging with and for the community, and working in partnerships to meet critical human needs. She demonstrated how civic engagement has dramatically increased as the program has grown. She explained that community engagement includes administration, programs, courses, continuing education programs and outreach. Greatly supported by college leadership, community engagement is part of ACM's Strategic Plan and the Educational Master Plan. She illustrated how Western Maryland Works is an excellent example that was created through a reciprocal partnership between the Allegany County and ACM. In this 33,000 square foot space, students acquire skills which fulfill workforce needs in the local economy. She provided many other examples.

Victoria Perini a current sociology student described her capstone project that she completed this past summer. The capstone project was designed to reduce the stigma surrounding mental illness. She will be graduating in the spring of 2023.

Program Elimination: Massage Therapy

Dr. Hoffman explained that as part of the sustainability of the program, the department had added a one-year certificate that would allow students to work in rehabilitation agencies and what was needed by the industry at that time Senate Bill 37 was passed which prohibited the one-year certificate. Dr. Hoffman requested approval for suspension of the program prior to officially discontinuing a program. On a first from Ms. Martz and a second from Ms. Belt, the Trustees approved the request.

Educational Master Plan Year End Report

Dr. Kurt Hoffman stated the Educational Master Plan (EMP) is the strategic plan that includes three-year goals for instruction at the college. The annual objectives are the action plan for each year. The goals are student success, ensuring a quality faculty and staff experience, and improving the student experience. Other highlights of the report include student use of mobile scheduling, a retention alert system, UPMC Western

Maryland partnership with on-site counselor, Culture of Care sessions to address student stress, and an annual professional development day for faculty and staff.

Middle States Review of Standard VII—Governance, Leadership and Administration

Mr. Harrah reviewed each of the criteria for Standard VII and how it is applicable to the work of the Board of Trustees. He recognized the Self-study steering committee leads and team members. He noted that recommendations from the committee are to expand the 360 Evaluation tool to all administrators with consistent application and timeline and to provide a reliable review and evaluation of the college constitution and shared governance. He explained that he believes the college is in full compliance of Standard VII.

Executive Session

On a motion and second by Ms. Buckel and Ms. Belt, the Trustees went into Executive Session at 5:15 pm to discuss personnel items [Article§ 3-305(b) (1)], covered under the Maryland Open Meetings Act. If necessary, action may be taken in Public Session as a result of items discussed in Executive Session.

On a first from Ms. Belt and a second from Ms. Buckel, the Trustees returned to Public Session at 5:36 pm to act on the following personnel appointments:

Adam Kenney--Culinary Arts Program Instructor—recommended by Dr. Hoffman
Debra Henson—WEX Program Intake Specialist—recommended by Dr. Hoffman
Sydni Smith—College Recruiter—recommended by Mr. Jones

On a motion by Mr. Frazier and a second by Ms. Belt, the Trustees unanimously approved the personnel recommendations.

Additionally, Ms. Kilduff addressed questions regarding the term “bots” and explained the impact they have on data security.

With no further business, the Trustees adjourned the meeting at 5:40 pm.
Respectfully submitted,



Mr. Kim B. Leonard
Board of Trustees Chairman



Dr. Cynthia Bambara
Secretary/Treasurer