

Allegany College of Maryland
BOARD OF TRUSTEES

May 8, 2023

**PUBLIC SESSION
MINUTES**

Thomas Welcome Center
Iris Eustace Halmos Community Room

The Allegany College of Maryland Board of Trustees met Monday, May 8, 2023 at 4 pm in the Thomas Welcome Center, Iris Eustace Halmos Community Room. Board members in attendance included: Ms. Jane Belt, Mr. Jim Pyles, Mr. Eugene Frazier, Ms. Michele Martz, Ms. Mirjhana Buck, and Dr. Cynthia Bambara (President and Secretary/Treasurer).

Others in attendance included:

Dione Clark-Trub	Melinda Duckworth	Christina Kilduff
John Bone	David Jones	Debby Hardinger
Melanie Chapman	Kurt Hoffman	Lori Spence
Stacey Rohrbaugh	Beth Nightengale	

Adopt the April 17, 2023 Minutes

Ms. Belt called the meeting to order at 4 pm. On a motion and second by Eugene Frazier and Mirjhana Buck respectively, the Trustees adopted the April 17, 2023 minutes.

Vice Chairwoman's Update

Ms. Belt expressed her appreciation of the hard work that resulted in a positive accreditation visit from the Middle States Commission on Higher Education. She commended the college for a successful Open House and for the efforts in welcoming the parents and students. Ms. Belt reminded the Trustees of events happening in the coming weeks.

President's Update

Phi Theta Kappa (PTK) Honors Catalyst April 2023

PTK advisors Melody Gaschler and Erin Yokum, along with several students, attended the national PTK conference in Columbus, Ohio. Dr. Bambara represents the state of Maryland on the President's Advisory Board. Dr. Bambara was able to join the advisors and students for the opening plenary and several events, following the PTK President's Advisory Board meeting on April 20, 2023.

PTK All-Maryland Community College Academic Team Recognition Dinner

Dr. Bambara recognized ACM's four students honored at the PTK All-Maryland Academic Team Recognition Dinner on May 3, 2023. The four students honored were Carl Eckard, Desiree Ebersole, Rebekah George and Robert Gomer. She shared highlights of each student:

Carl Eckard is a biology major who plans to change his major to health science when he transfers to Frostburg State. His ultimate career goal is to practice medicine. In his spare time, Carl raises livestock, volunteers with 4-H, and plays the trombone. Carl has made both the President's List and Honors List at ACM.

Desiree Ebersole participated in the Medical Assisting program; and, ultimately hopes to become a nurse. In her free time, Desiree enjoys doing community service. While at ACM, Desiree has made the Honors List and is the recipient of numerous scholarships.

Rebekah George is a biology major who plans to transfer to Frostburg State. Her ultimate career goal is to become an optometrist and eventually open a practice in her hometown. Aside from PTK, Rebekah is an active member of her church, where she teaches Bible school and assists with church events. She was honored as a Distinguished Member of Allegany's PTK chapter, and has received awards for excellence from the biology and art departments.

Robert Gomer is graduating from the Medical Assistant program. His career goal is to gain employment in the Medical Assistant field with the Department of Veterans Affairs or a local medical office, with a strong interest in being of service to those who have served our country. Robert has been named to the Honors List several times as well as the Dean's list.

Retirement Reception

The College recognized nine recent retirees at a reception on April 26, 2023. Past retirees from 2019, 2020, and 2021, who had not been recognized due to COVID-19 restrictions, were invited to attend. Their collective service to the College totaled 974 years.

ACM Foundation Reception

The ACM Foundation reception was held on April 18, 2023 with nearly 150 donors attending.

Bedford County Regional Education Fundraiser

The Bedford County Regional Education Foundation held their "Making Scholarship Headlines" Dinner Fundraiser at Clear Ridge Event Center on May 6, 2023. Representative Jesse Topper was recognized for his unwavering support of the campus and was inducted into the Bedford County Campus Hall of Honor at the event.

Southern Tier Education Council (STEC)

The STEC is the entity that receives funds to benefit Bedford and Somerset County students as well as funds for various capital projects. The Council is made up of Foundation and Advisory members from Bedford and Somerset Counties. Per the bylaws, the group is required to meet several times a year. A meeting was held Monday, May 1, 2023 to review financial reports and become informed of the status of funding. The Bedford County Campus Facility Committee is currently working to utilize the Southern Tier facility improvement funding for parking lot paving, painting, flooring, and ADA door openers.

Grants

Mr. Jones and his team are preparing three proposals for consideration through the Local Development Council funding with the ACM Foundation serving as the applicant:

- a. Tennis Court Project (\$150,000)
- b. Wetlands Deck Upgrade (\$35,000)
- c. Evitts Creek Bridge Repair/Enhancement (\$30,000)

A Maryland Bond Request/Application in the amount of \$300,000 to support the ACM/Community Tennis Court project has been submitted. The College has received unofficial notification that \$150,000 has been approved.

A SEED Project to upgrade campus restrooms and outdoor sidewalks is being prepared. Staff are still determining costs for these upgrades, which will likely exceed \$1,000,000.

The submitted FY24 Project Open Space funding requests/concepts are:

- a. Baseball field phase 3 for dugouts, fencing, home plate halo (\$226,000)
- b. Soccer and softball field irrigation (\$100,000)

FY24 Pay Scales Approval

Ms. Duckworth presented the request for approval of the FY24 pay scales. On a first from Ms. Martz and second from Mr. Pyles, the Trustees approved the request.

Approval of Graduates

Ms. Nightengale requested the approval of 295 students achieving 359 degrees. On a first from Ms. Buck and second from Mr. Frazier, the Trustees approved the spring 2023 graduates.

Educational Master Plan Approval

Dr. Kurt Hoffman presented the Educational Master Plan for approval. At the request from Mr. Leonard, the report will be presented in sections. The sections include: Mental Health; Diversity, Equity, Inclusion, and Justice; Regionality; Academic Integrity; and the Blueprint for Education. On a first from Ms. Martz and second from Mr. Pyles, the Trustees approved the plan.

Professional Development Day

Dr Hoffman distributed the schedule for the upcoming Professional Development Day and invited the Trustees to attend the sessions.

Additional FY23 Fund Balance Designation – Ms. Kilduff requested undesignated fund balance be allocated toward the renovations needed for the Culinary Café. The additional funding will cover flooring, painting, counter tops, faux stone on columns, carpet removal, and other modern updates. On a first from Mr. Pyles and second from Mr. Frazier, the request was approved.

With no further business to discuss, on a motion from Mr. Frazier and a second from Ms. Martz, the meeting was adjourned at 4:34 pm.

Respectfully submitted,

Ms. Jane Belt
Board of Trustees
Vice Chairwoman

Dr. Cynthia Bambara
Secretary/Treasurer