

Allegany College of Maryland
BOARD OF TRUSTEES

September 18, 2023

PUBLIC SESSION MINUTES

Thomas Welcome Center
Iris Eustace Halmos Community Room

The Allegany College of Maryland Board of Trustees met on Monday, September 18, 2023, at 4 p.m. in the Thomas Welcome Center Iris Eustace Halmos Community Room.

Board Members in attendance included: Ms. Jane Belt, Ms. Mirjhana Buck, Mr. James Pyles, Mr. Eugene Frazier, Ms. Linda Buckel, Ms. Michele Martz, and Dr. Cynthia Bambara (President and Secretary/Treasurer).

Others in attendance included:

David Jones	Christina Kilduff	John Bone
April Higson	Shea Bonarigo	Melanie Chapman
Scott Harrah	Kurt Hoffman	Lisa Humbertson
Melinda Duckworth	Dione Clark Trub	John "Mo" Pratt
Jennifer Light	Courtney Jensen	Lori Spence, recorder

Adopt the August 21, 2023 Minutes

Ms. Belt called the meeting to order at 4 p.m. On a motion from Ms. Martz and a second from Ms. Buck respectively, the Trustees adopted the August 21, 2023 minutes with two minor editorial changes.

Chairman's Update – Ms. Belt served as chair in Mr. Leonard's absence. She provided an overview of upcoming events.

The board members, faculty and staff present introduced themselves.

President's Update

Fall 2023 Enrollment

Headcount increased by 3.5% and credits increased by 4.5% compared to the data from the fall of 2022. The final numbers include early college.

Expressions

Expressions placed 2nd in the regional Community College Humanities Association (CCHA) Eastern Division. Four ACM students were recognized with individual awards:

Best Creative Non-fiction - Ashley Rose Sileo won 1st place with "The Last Goodbye is Always the Hardest" and Jolene DePiro-Walters won 3rd place with "Mom."

Best Essay - Fatima Drammeh won 1st place with “Colorism in the Black Community”

Best Photography - Drake Rose won 3rd place with “Sideling Sunset”.

This year’s magazine features 51 examples of essays, poetry, artwork, and photography by 38 students within 92 pages. The introduction was written by student editor, Donna J. Morgan.

The Expressions Magazine is submitted every spring to the CCHA’s annual student literary magazine competition. Previous additions received the following ranking for Best Magazine among small colleges in the Eastern division: 1st place (National win across all divisions, 2022), 2nd place (2017), 3rd place (2016), 1st place (2014), 4th place (2003), 2nd place (1992), and 6th place (1991).

Maryland Council of Community College Presidents (MCCCP)

The MCCCP met on Friday, September 15, 2023. Deputy Secretary Sarah Flammang presented the work of the newly created Department of Civic and Service Innovation. The presidents reviewed the 2024 Legislative Agenda which includes requests for increases to operating and capital funding, increases to the facilities renewal grant, funding for cybersecurity training opportunities and funding of certain tuition waivers. The final agenda will be approved at the October 27, 2023, 2 p.m. Board of Directors meeting at Anne Arundel Community College. There will be a virtual option to attend. Dr. Bambara will be attending the investiture of Dr. Annesa Cheek, president of Frederick Community College on Friday, September 27, 2023.

Regional Community College Partnership-Allied Health Round Table

On July 13, 2023 representatives from Garrett College, Potomac State College, Eastern West Virginia Community and Technical College, and Allegany College of Maryland (ACM) met to discuss ways in which to collaborate on health profession programs. The collaboration will begin with Garrett College’s paramedic program and eventually add other programs such as ACM’s medical laboratory technology program and Potomac State’s surgical technology program. The group will convene a meeting with healthcare CEOs to ensure that the four colleges are offering needed programs. There was a signing event of the overarching agreement on August 28, 2023, at 10 a.m. in the Welcome Center.

NCCC Western Maryland Service Learning

Evergreen Heritage Center, Frostburg State University (FSU), and ACM will host a group of AmeriCorps National Civilian Community Corp (NCCC) participants from September 14 - October 10, 2023. Participants are between the ages of 19 and 26 and several projects are planned for the group. Projects include establishing a trail extension on the Evergreen property, distributing food to low-income families from the Frostburg United Methodist Church, restoring FSU’s existing trails and other recreational facilities as well as creating a community garden. At ACM, participants will learn how to develop a campus-wide sustainability action plan and complete various sustainability projects for the campus.

Community Colleges of the Appalachia (CCA) Fall Conference

October 18 - 20, 2023 ACM will join Potomac State College and Eastern West Virginia Community and Technical College in cohosting the CCA fall conference. The conference will be held in Keyser October 19 - 20. ACM will host a pre-conference day on October 18 that will include a tour of Western Maryland Works, lunch and tour at the Culinaire Café, and a tour of the Cumberland Campus.

Maryland Public Television (MPT)

MPT will film the Forestry program's tree-climbing class as part of what will be an 8-minute segment for next season's Outdoors Maryland program. In addition, they'll film the ACM Woodsmen's Team at the next Mid-Atlantic Woodsmen's competition in the spring.

Advertising

Current advertising campaigns include general brand awareness promotion on social platforms and local radio, billboards promoting the Nursing program and Bedford County Campus Open House, promotion of the next Massage Therapy introductory course, commercials airing during local and national sporting events, sponsorship of the STEAM Student of Week in the Bedford Gazette, and other various community sponsorships.

Bedford County Campus News

The Bedford County Campus welcomed Dr. John Joyce, a member of the United States House of Representatives serving the PA 13th Congressional District to the campus on September 7, 2023. Congressman Joyce had the opportunity to visit with nursing and other students as well as tour the nursing simulation lab and see demonstrations of the clinical nurse simulators.

The Southern Tier Education Council anticipates receiving \$950,000 in PA grant funding for FY24. However, the funds have not yet been released by the Governor due to fiscal code negotiations between the Senate and House. The funding, when available, will provide \$650,000 for PA tuition subsidy and \$300,000 for facility improvements and campus operations.

Grants News

In response to the US Department of Labor's 2023 State Apprenticeship Expansion Formula Grant, the Maryland Department of Labor has partnered with ACM and several other community colleges to pilot a new Maryland Hospitality Management Apprenticeship Program. The "Earn While You Learn" model allows students to earn their apprenticeships while earning an associate degree. ACM will receive \$210,000 to support the salary/fringe of an Apprenticeship Coordinator for three years.

ACM received a \$100,000 grant from the Maryland Makerspace Initiative to support Western Maryland Works' (WMW) operational costs, equipment, and programming. The grant will enable WMW to acquire a new portable sawmill and kiln for the woodworking lab and enhance the Makerspace with UV printing rotary and laser cutter rotary tools.

ACM submitted an EARN request for \$337,582 to support student internships, Tech at the Gap, Incumbent Worker Training, and administrative support. Funding news is expected in fall 2023.

ACM was recently notified that a Rural Maryland Council grant for \$45,000 was awarded for a portable sawmill to help support the Forestry education program.

ACM was recently notified that a Rural Maryland Council grant for \$45,000 was funded for robotic welding equipment for Western Maryland Works.

ACM submitted a \$900,000 SEED grant to upgrade campus restrooms and outdoor sidewalks. The announcement of the award is anticipated in the next few months.

ACM Foundation News

The ACM Foundation received \$102,500 through the Local Development Council to support the tennis court project.

FY23 Foundation year-to-date total revenue (unaudited) was \$2,539,035.99, which represents an increase of 26% from the previous year. Scholarships and other College support was \$1,651,216, which represents an increase of 31% from the previous year.

The ACM Foundation Board added six new Board members, as reflected below:

- Jonathan Dayton, Executive Director of the Maryland Rural Health Association
- Destinee Frankenberry, Barth's Home Auto Sales
- Michael Kerns, Faith, Hope, and Images
- Chris Mathews, Vice President, Wealth Management at First Peoples
- Juli McCoy, Executive Director, Allegany County Chamber of Commerce
- Matt Miller, Executive Director/President, Cumberland Economic Development Corporation

ACM is planning the first annual Giving Day in April 2024 (April 17 - 18). In honor of 62 years of service as the community's college, the goal is to raise \$62,000 to support the College and the students served. Additional details will be provided in the months ahead.

Curriculum Proposals – ACTION ITEM

Dr. Hoffman provided the recommendation to offer a new Area of Concentration (AOC) and a Certificate in Engineering – Automated Manufacturing Technology. This will be in addition to the current A.A.S. program currently offered. On a motion from Mr. Pyles and a second from Ms. Martz, the Trustees approved the proposals.

Academic Calendar Addendum – ACTION ITEM

Dr. Hoffman provided the recommendation to offer a winter session from December 17, 2023 - January 14, 2024. He outlined the purpose of the program and shared that approximately 2 to 3 general education courses will be offered during the session to provide further academic opportunities to students. On a motion from Ms. Buck and a second from Mr. Frazier, the Trustees approved the addendum.

Community College Facilities Renewal Grant Projects – INFORMATION ITEM

Christina Kilduff reviewed the projects submitted to the State for consideration of State Facilities Renewal funds. These are needed capital projects for ACM but fall below the financial threshold to be part of the State's Capital Improvement Funding process.

Fund Transfer of Funds – Food Service Auxiliary Fund – ACTION ITEM

Christina Kilduff requested approximately \$68,000 to cover the deficit in the food service auxiliary account. Questions and discussions about the current model took place. ACM is considering other options (including self-service) to avoid a loss at this level. On a motion from Mr. Frazier and a second from Ms. Martz, the Trustees approved the funds transfer.

Fund Transfer of FY23 Sustainability Funds – ACTION ITEM

Christina Kilduff provided the annual request to transfer sustainability fees from the operating funds to the plant funds. The amount was \$61,346 which represented both Cumberland and Bedford. On a motion from Ms. Martz and a second from Ms. Buck, the Trustees approved the transfer request.

Performance Accountability Report (PAR) – ACTION ITEM

Scott Harrah shared the most recent PAR, which represents FY22 data. He provided the following overview:

Much of the report is similar to last year, with the data impacted by the pandemic. The diversity, equity, and inclusion sections are new in the report this year. The gaps are large, as they have been for some time. The annual Diversity Report provides additional information.

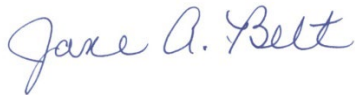
The report reflects significantly increased enrollment and market share of first-time ACPS students attending. ACM continues to increase the percentage of students receiving financial aid and is at an all-time high (94.4%). The number of Early College students continues to be very strong. On a motion from Ms. Martz and a second from Mr. Frazier, the Trustees approved the PAR.

FY23 Grant Report

David Jones distributed a copy of the FY23 Grant Report, which provided a snapshot of the year. He also recognized Leah Pepple, Courtney Jensen, John Pratt, Jennifer Lashbaugh, Renae Holt, and the many faculty and staff who contributed to the success of the grant development and management process. Mr. Jones reported that grant funding in FY23 was \$5,227,416, which represents approximately a 135% increase over the previous five-year average. The grant summary report provided details on the support that was provided and examples of how the technological, instructional, facilities, and infrastructure needs of the College were addressed. David shared that Allegany College of Maryland has secured more grant support than ever before in the history of ACM.

With no further business to discuss, on a motion from Mr. Frazier and a second from Ms. Buckel, the meeting was adjourned at 5:16 p.m.

Respectfully submitted,



Jane Belt
Board Vice Chairman



Cynthia Bambara
Secretary /Treasurer