

Allegany College of Maryland
BOARD OF TRUSTEES
MEETING MINUTES
December 8, 2025

Thomas Welcome Center
Iris Eustace Halmos Community Room

The Allegany College of Maryland Board of Trustees met on Monday, December 8, 2025, at 4:00 p.m. in the Thomas Welcome Center, Iris Eustace Halmos Community Room. Board members in attendance included: Mr. Kim Leonard, Ms. Jane Belt, Mr. James Pyles, Mr. Eugene Frazier, Ms. Linda Buckel, Ms. Michele Martz, and Mr. David Jones (President and Secretary/Treasurer).

Others in attendance included:

Dr. Kurt Hoffman	Scott Harrah	Dr. Renee Conner
Beth Little	Christina Kilduff	Dione Clark-Trub
Elaine Bridges	Beth Nightengale	Shannon Redman
Carla Emerick	Dr. Miha Wood	Lori Spence (recorder)
John Bone		

PUBLIC SESSION

Adopt the November 17, 2025, Minutes

Mr. Leonard called the meeting to order at 4:01 p.m. in the Halmos Community Room. On a motion from Ms. Buckel and a second from Ms. Belt, respectively, the November 17, 2025, minutes were adopted as submitted.

Chairman's Update

Mr. Leonard wished everyone a happy holiday. He reported that he, Ms. Belt, and Mr. Jones met with the President and the Board chair and vice-chair at Garrett College on December 4th to discuss additional ways to collaborate and share resources, as appropriate.

Board Member Comments/Reflection

Mr. Frazier thanked everyone for their contributions to ACM. He shared that he has had children and grandchildren attend ACM, and he greatly appreciates all that the College does. He stated that he only hears good things about ACM from everyone in the community.

Ms. Martz stated that last week, UPMC and Maryland Physicians Care provided a grant of \$350,000 to ACM, to be used for scholarships.

President's Update

Mr. Jones stated that this will be Mr. Leonard's last meeting as chairman of the Board. Mr. Leonard has served with integrity, honor, compassion, and leadership that is unmatched. Ms. Martz thanked Mr. Leonard for his service, not only to the College but to the hospital during the time of the hospital merger. Several others in the audience expressed appreciation to Mr. Leonard for his commitment to ACM over the years.

Mr. Jones provided a handout that highlighted the following topics:

- Transform MidAtlantic Most Engaged Campus Award
- Maryland Secretary of Commerce and Maryland Secretary of Labor Visit ACM
- State of Pennsylvania Budget FY27
- State of Maryland Budget FY27. Though numbers could change, early projections show a deficit of nearly \$1.5 billion
- Registration and Enrollment
- League for Innovation Excellence Awards
- Reader Commentary: Celebrating Milestones, Planning the Future: A President's Reflections on ACM's Legacy

Preliminary List of Graduates (Action Item)

Ms. Nightengale provided the list of graduates before the meeting, with 198 graduates earning 230 degrees or certificates. There will be 118 nursing graduates. On a first from Ms. Belt and a second from Mr. Pyles, the Trustees approved the preliminary list of graduates for Fall 2025.

Board Education: ACM Pantry

Ms. Clark-Trub presented the goals of the ACM pantry, which are not only to reduce the barrier of food insecurity for our students but also to sustain this effort through educational workshops, building partnerships, and expanding financial resources. Since 2019, the pantry has served over 1,000 people. A committee of 27 works on this effort throughout each year, planning special events for students.

Workforce Development: Building Renovation and Design Addendum to Green Building Standards (Action Item)

Ms. Kilduff presented a request for an additional \$143,000 in funds to cover the potential costs of adhering to green building standards. On a first from Ms. Martz and a second from Mr. Frazier, the Trustees approved the request for additional funds.

Middle States Commission on Higher Education Update

Mr. Harrah presented a status update on the Middle States Commission on Higher Education. Mr. Leonard thanked Mr. Harrah for all of his work on the accreditation over the years. The last accreditation cycle was completed in 2023, and the next cycle will be from 2030 to 2031. He shared that work on the next accreditation will begin in 2028 and the areas of focus will likely include transferability, student success, academic integrity,

and workforce development. Additionally, Mr. Harrah will attend the annual Middle States Commission on Higher Education conference later this week.

Academic Calendar 2026-2027 (Action Item)

Dr. Hoffman presented the academic calendar for 2026-2027 that had been vetted by the working committee and other college personnel. He shared the amount of work that goes into developing the calendar and thanked everyone involved in the process. On a first from Mr. Pyles and a second from Ms. Belt, the Trustees approved the calendar.

Academic Regulations (Action Item)

An updated version of the Academic Regulations was presented by Dr. Hoffman, who stated the changes were editorial in nature and not substantive. On a first from Ms. Martz and a second from Mr. Pyles, the Trustees approved the updated Academic Regulations as presented.

EXECUTIVE SESSION

The Board of Trustees will convene to Executive Session 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 motion from Ms. Martz and a second from Ms. Buckel, the Trustees entered into Executive Session at 5:11 p.m.

Personnel Recommendations

Dr. Hoffman recommended the appointment of Elizabeth Simmons to the position of Nursing Skills Lab and Simulation Assistant and Tina Verba to the position of Director of Bedford County Campus.

Mr. Jones recommended the appointment of Jami Reynolds to the position of Chief Information Officer.

Federal Mandates Compliance

Dr. Conner updated the Board on how the College tracks and manages executive orders and other federal directives. As part of this update, she provided an overview of issues that continue to be monitored, highlighted hot issues, summarized significant ACM actions since the previous Board meeting, and outlined what could be expected as we look ahead. She noted that the leadership team continues to monitor the evolving legal landscape and collaborates closely with legal counsel and regulatory agencies to ensure compliance while fulfilling ACM's mission of educating and serving students.

At 5:26 p.m., the Trustees moved out of Executive Session to Public Session on a first from Mr. Frazier and a second from Ms. Belt.

On a first from Mr. Frazier and a second from Ms. Belt, the Trustees approved the Personnel Recommendations.

With no further business, on a motion from Ms. Buckel and a second from Mr. Frazier, the meeting adjourned at 5:27 p.m.

Respectfully submitted,

Jane Belt
Board Chairperson

David Jones
Secretary/Treasurer