Allegany College of Maryland
BOARD OF TRUSTEES
MEETING MINUTES
September 21, 2026

Thomas Welcome Center
Iris Eustace Halmos Community Room

The Allegany College of Maryland Board of Trustees met on Monday, September 21, 2026, at 4:03 p.m. in the Thomas Welcome Center, Iris Eustace Halmos Community Room. Board members in attendance included: Ms. Jane Belt, Mr. Kim Leonard, Mr. Eugene Frazier, Mr. James Pyles, Ms. Mirjhana Buck, Ms. Linda Buckel, Ms. Michele Martz, Mr. David Jones (President and Secretary/Treasurer), and Lori Spence, recorder.

Others in attendance included:

Scott Harrah	Beth Little	Christina Kilduff
Dione Clark-Trub	Renee Douthitt	Jami Reynolds
Miha Wood	Shannon Redman	Renee Conner
Melinda Duckworth	Heather Kephart	Claire Sullivan
Carla Emerick	Jennifer Light	John Bone
Kurt Hoffman (Zoom)	Tasha Stitcher	Landon Defibaugh (Zoom)

PUBLIC SESSION

Chair's Update
Ms. Belt welcomed those in attendance and shared that she had met several new ACM students before the meeting. She provided an overview of the All-College Assembly held on August 13th, noting that it was a great start to the semester. Ms. Belt recognized the constituency group members in attendance and welcomed the newly elected officers. She concluded by reviewing the college calendar and highlighting upcoming events through January 2027.

President's Update
Mr. Jones provided a three-page College update highlighting the following topics:

- ACM has been selected as the Allegany County Chamber of Commerce 2026 Large Business of the Year and will be recognized at the awards ceremony on November 5.
- The Inspire Hope Campaign officially launched last week with a fundraising goal of $65 million.
- Congressman Delaney is scheduled to visit the Cumberland campus on Wednesday, October 7.
- The Sophie Powell Pantry Dedication will be held on Thursday, October 22, at 3 pm at the Pantry.

- *State of the College: Empowering our Future* will take place in the Zimmer Theatre on Friday, October 23, 2026, at 1 p.m.
- ACM will continue its collaboration with Frostburg State University to serve the region.
- Fall 2026 enrollment is up 3.9% compared to Fall 2025.
- Mr. Jones invited the Board members to support student-athletes participating in women's volleyball, men's and women's soccer, and men's and women's cross country.
- The Pathways for Success Program received $272,364 in federal funding.
- Somerset Trust was recognized for its $200,000 donation to assist early college students in Somerset County with tuition and fees.
- A special thank-you was extended to Diane McMahon and the ACM College Community Partnership Center for their work addressing unmet needs in the community.
- Phase II of the Willowbrook Outdoor Wellness Complex, which will provide additional recreational resources for community members, is scheduled to begin in the spring of 2027.
- The Fall 2026 ACM Continuing Education & Workforce Development catalog is available, highlighting the role of education in strengthening our community.
- Mr. Jones was recognized in the Daily Record's 2026 MD500, which recognizes 500 influential Marylanders.

Board Comments/ Reflections
Mr. Leonard expressed his appreciation for the opportunity to be involved in the Inspire Hope, Empower Tomorrow fundraising campaign. He acknowledged the support of the campaign committee members and college leadership. He encouraged the Board of Trustees to participate in the campaign.

Approval of the August 17, 2026, Minutes
On a motion from Mr. Pyles, seconded by Mr. Frazier, the August 17, 2026, minutes were approved as presented.

Statement of Executive Session
Ms. Belt read the statement regarding the executive session held on August 17, 2026. A copy of the statement is attached to the minutes.

Continuing Education & Workforce Development Design Update
Mr. Daniel McDougal and Ms. Cassie Kennedy of Noelker and Hull provided a detailed update on the interior and exterior renovation project, which has been in development over the past year. The project, estimated to cost more than $14 million, is approximately 70% state funded, with the county funding the remainder. The College is also pursuing grant funding to support technology enhancements. An RFP is expected to be released this fall, with the construction anticipated to begin in the spring. The renovation is expected to take approximately 18 months to complete.

Western Maryland Works Welding Fume Extractor Project (Action Item)
Ms. Kilduff explained that the project was originally bid in 2025 to address ongoing ventilation issues in the welding lab at Western Maryland Works (WMW). Due to delays in grant funding approval, the project needed to be rebid to ensure compliance with procurement requirements and obtain current pricing.

It was recommended that the ACM College Board approve the selection of R.H. Lapp Mechanical Contractors for the updated project at a total cost of $310,750 to install the new welding fume extractor system using RMC and ARC grant funding. It was further recommended that the Board authorize the College to proceed with the applicable agreement and issue a notice to proceed, allowing the project to begin this fall and ensuring the RMC funds are expended by December 31, 2026.

On a motion from Ms. Buck, seconded by Mr. Frazier, the Trustees accepted the recommendation.

Food Auxiliary Fund Loss Transfer (Action Item)
Ms. Kilduff provided an overview of ACM Food Service Operations and requested Board approval to transfer $48,556 from Operating Funds to the Auxiliary Food Service Fund to cover its deficit and bring the fund balance to zero, effective June 30, 2026.

On a motion from Mr. Pyles, seconded by Mr. Leonard, the Trustees approved the $48,556 transfer.

Year-end Transfer of Sustainability Fee Funds (Action Item)
Ms. Kilduff provided an overview of the ACM Sustainability Fees, which support campus infrastructure repairs and updates. She recommended that the Board approve the transfer of FY2026 net sustainability fee revenues from the General Operating Fund to the Plant Fund in the amount of $203,145.02 for the Cumberland Campus to support future infrastructure repair and renewal projects. She also recommended the transfer of $5,831.96 in Bedford campus sustainability fees from the General Operating Fund to the Plant Fund designated for the Bedford County Campus.

On a motion from Ms. Buck, seconded by Ms. Belt, the Trustees approved the transfers.

Student Residency Policy (Action Item)
Dr. Conner reported that the Maryland General Assembly passed legislation in 2026 granting a residency tuition benefit to the spouses and children of first responders who die in the line of duty. The proposed revision incorporates this legislative mandate and includes three editorial changes to the policy previously approved by the Board on June 20, 2022.

On a motion from Ms. Martz, seconded by Mr. Frazier, the Trustees approved the policy.

Bereavement Policy (Action Item)
Ms. Duckworth reported that, based on feedback from faculty and staff, a revision to the current Bereavement Policy was proposed to allow bereavement leave to be used on a non-consecutive basis within 60 days of a death. This change provides greater flexibility and recognizes that grief-related responsibilities and emotional impacts do not always occur within a single period of time.

On a motion from Ms. Buck, seconded by Mr. Pyles, the Trustees approved the policy.

Performance Accountability Report (Action Item)
Mr. Priadkin presented the College's Performance Accountability Report, which will be submitted to MHEC. The report summarizes ACM's progress toward three goals: student access, student success, and campus innovation. It includes quantitative performance measures, along with explanations of whether targets were met and any challenges encountered. The report demonstrates the College's effectiveness in fulfilling its mission while meeting public expectations.

On a motion from Mr. Frazier and a second from Ms. Martz, the Trustees approved the report.

Curriculum Committee Recommendations (Action Item)
Dr. Hoffman, via Zoom, presented 14 programmatic curriculum proposals, including the addition of five new courses to the Associate of Science Degree in Multidisciplinary Artificial Intelligence. These additions are intended to address the growing workforce demand from large businesses and industry employers while supporting ACM's mission of career preparation, transfer, and lifelong learning, as well as student success. The presentation also included two substantial modifications, three new courses, and three course deletions.

On a motion from Mr. Pyles, seconded by Mr. Leonard, the Trustees approved the programmatic curriculum proposals.

Statement for Closing a Meeting Under the Open Meetings Act
Ms. Belt read a statement for closing a meeting under the Open Meetings Act. On a motion by Mr. Pyles, seconded by Mr. Leonard, the Board of Trustees convened to Executive Session at 5:31 p.m. The Board of Trustees will convene to Executive Session to discuss personnel items [Article § 3-305(b) (1) and (2) covered under the Maryland Open Meetings Act. If necessary, action may be taken in the Public Session as a result of items discussed in the Executive Session.

EXECUTIVE SESSION

Personnel Recommendations
Dr. Hoffman recommended the appointment of the following personnel:

- Melanie Chapman, Dean of CE & Workforce Development
- Whitney Toothman, Full-time Budgeting, Asset, and Grants Accountant

Federal Compliance Mandates Update
Dr. Conner updated the Board on the College's approach to tracking and managing executive orders and other federal directives. She provided an overview of ongoing matters, highlighted current hot topics, summarized significant ACM actions since the previous Board meeting, and outlined expectations moving forward.

She noted that the leadership team continues to monitor the evolving legal landscape and work closely with legal counsel and regulatory agencies to ensure compliance while fulfilling ACM's mission to educate and serve students. The Board expressed its continued support for this approach and reaffirmed its commitment to compliance with federal directives.

At 5:47 p.m., on a motion from Mr. Pyles, seconded by Mr. Frazier, the Trustees concluded Executive Session and reconvened in Public Session.

PUBLIC SESSION

Personnel Recommendations
On a motion from Mr. Leonard, seconded by Mr. Frazier, the Trustees approved the personnel recommendations.

With no further business to discuss, on a motion by Mr. Pyles, seconded by Ms. Martz, the meeting adjourned at 5:49 p.m.

Respectfully submitted,

Jane A. Belt
Chair, Board of Trustees

David R. Jones
Secretary/Treasurer