

Allegany College of Maryland  
BOARD OF TRUSTEES  
**MEETING MINUTES**  
April 13, 2026

Thomas Welcome Center  
Iris Eustace Halmos Community Room

The Allegany College of Maryland Board of Trustees met on Monday, April 13, 2026, at 4:05 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. Linda Buckel, Ms. Michele Martz, Ms. Mirjhana Buck, and Mr. David Jones (President and Secretary/Treasurer).

Others in attendance included:

Elaine Bridges	Beth Little	Melanie Chapman
Melinda Duckworth	John Bone	Jami Reynolds
Miha Wood	Shannon Redman	Renee Conner
Kurt Hoffman	Adam Phipps	Cathy Zirk
Dione Clark-Trub	Courtney Jensen	Lori Spence

PUBLIC SESSION

**Adopt the March 16, 2026, Minutes**

Ms. Belt called the meeting to order at 4:05 p.m. in the Halmos Community Room. On a motion from Mr. Frazier, seconded by Mr. Pyles, the minutes were approved with one change.

**Chair's Update**

Ms. Belt welcomed those in attendance and encouraged the campus community to continue taking care of themselves and to put forth the extra effort during the remaining weeks of the spring semester. She expressed appreciation to ACM faculty and staff for their work during the reunification event and for the exceptional coordination with ACPS staff. Ms. Belt read a thank-you note she received from a business program student.

Ms. Belt announced that board member, Mr. Frazier, has been reinstated by the Governor's Appointment Office for another six-year term on the ACM Board of Trustees. She reminded the Board to submit their State Ethics Commission disclosure forms by April 30.

Ms. Belt shared that members of the board, along with President Jones, presented the college budget request to the Allegany County commissioners last week. She noted that the presentation was well received and included participation from two current students, who spoke about the impact the College has had on their lives.

Ms. Belt concluded by reviewing the calendar, which includes upcoming college events throughout May. The Board discussed and agreed to hold the annual Board retreat on July 20, 2026.

### **President's Update**

Mr. Jones provided a two-page College update, which included the following topics:

- ACM Dental Hygiene news
- Teamwork and collaboration with ACPS, Cumberland City Police, and local law enforcement during reunification
- Tennis and pickleball court ribbon-cutting
- Counselor Appreciation Luncheon 2026
- State of Maryland budget update
- Allegany College of Maryland FY27 budget
- Legislative updates for Maryland and Pennsylvania
- Communication initiatives
- Registration and enrollment

### **Board Reflections**

Mr. Pyles, on behalf of the City of Cumberland Police, expressed appreciation to ACM faculty and staff for their efforts during the reunification on March 24<sup>th</sup>. He noted that he did not hear a single negative comment and shared the positive feedback he received regarding ACM's role in the event.

Mr. Leonard thanked members of the Bedford County Regional Education Foundation, the Bedford County Campus Advisory Committee, and the Southern Tier Education Council for their continued commitment to the college and its mission.

Ms. Martz attended the budget presentation to the Allegany County Commissioners and remarked that it was wonderful to see current students highlighted.

### **Board Education**

Ms. Little, Chief Advancement and Community Relations Officer, and Ms. McKay, Director of Grants and Development and Executive Director of the Allegany College of Maryland Foundation, provided a Foundation overview. They shared the Foundation's goals and discussed its steady growth since its inception in 1982.

As part of the Maryland Community College Benchmarking Initiative, they reported that the Foundation ranked second in net assets per FTE, fourth in total net assets, and has the second-highest endowment per FTE among 16 Maryland community colleges. In addition, the Foundation awards more scholarships than any other Maryland community college, administering about 250 scholarship funds, resulting in the awarding of 2,500 scholarships each year.

The Board was reminded of the Donor Reception, held on April 14 from 5-7 pm in the College Center. Ms. Little and Ms. McKay also shared that the third annual Giving Day will take place April 15 – 16 as a 24-hour giving event.

They provided an overview of the upcoming comprehensive campaign between the ACM Foundation and the Bedford County Regional Education Foundation. The five-year campaign aims to raise \$65 million in honor of ACM's 65 years of service to the community and is scheduled to launch in September 2026.

Ms. Little and Ms. McKay also discussed several recently funded grants. The update concluded with current student Autumn Hoppert, a scholarship recipient, sharing her experience at ACM. Benchmarking and donor reports were distributed.

#### **ACM Regional Digital Opportunity Planning Proposal (Information Item)**

Ms. Chapman and Ms. McKay presented an overview of the Mountain Maryland Digital Coalition's work to advance regional digital opportunity planning. They shared that a request for proposals was issued for a consultant to support the development of a regional digital opportunity plan. Funding will help to guide strategies to address broadband access barriers, affordability, device access, and digital skills across the region.

Following a thorough selection process, they reported that Pinnacle Strategies Solutions, Inc. received the highest overall ranking at a cost of \$61,000, which will be funded through a grant. The College is finalizing the next steps for implementation.

#### **Professor Emeritus/Emerita Policy (Action Item)**

Dr. Hoffman presented a revised Professor Emerita/Emeritus Policy. The policy, last approved in 2013, was updated to reflect changes in the selection procedures and the denial and appeal process. On a motion from Ms. Martz, seconded by Ms. Buck, the Trustees approved the Professor Emeritus/Emerita Policy.

#### **Willowbrook Woods Student Housing Building #1 Siding & Window Replacement (Action Item)**

Ms. Zirk provided an overview of the project to replace the aged, deteriorating siding and windows in Building #1 of the College's student housing. Ms. Zirk recommended accepting the low bid from Merkel Contracting in the amount of \$132,000 to install new siding and windows. On a motion from Ms. Buck, seconded by Mr. Pyles, the Trustees approved the recommendation for the Willowbrook Woods Student Housing Building #1 siding and window replacement.

#### **MOU: ACM, BCREP, and Southern Tier Education Council (Action Item: Revised)**

Mr. Jones reviewed the MOU process, which outlines how funds from the Commonwealth of Pennsylvania flow through the three entities. Mr. Jones shared that the revised MOU reflects the additional funding provided through the Southern Tier Education Council, as well as additional projects that will benefit from the funding. On a motion from Mr. Leonard, seconded by Mr. Pyles, the Trustees approved the Memorandum of Understanding.

## EXECUTIVE SESSION

On a motion from Mr. Frazier, seconded by Mr. Pyles, the Board of Trustees convened to Executive Session at 4:52 p.m. 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 the Public Session as a result of items discussed in the Executive Session.

### **Personnel Recommendations**

Dr. Hoffman recommended the appointment of Danielle Collard to the position of full-time SIM and Skills Lab Coordinator for the Nursing Program.

Dr. Hoffman recommended the appointment of Elijah Bird to the position of Athletic Trainer.

### **Tenure & Promotion-in-Rank Recommendations**

Dr. Hoffman and the Faculty Status Committee recommended the following:

Tenure – Dr. Devon Merrill and Jennifer Suter

Advancement from Associate Professor to Professor: Annette Clark, Scott Golub, Heather Greise, Jim House, and Tino Wilfong

Tenure and Advancement from Assistant Professor to Associate Professor: Michele Cosner, Courtney Eagan, Cassie Foster, Rachel Jacovino, and Tracie Koontz

### **ASSA In-class Advancement Recommendations**

Dr. Hoffman presented the recommendations from the ASSA Status Committee to advance the following personnel from Level I to Level II:

Marie Williams, Andy Lindner, and Ian Schlereth.

### **PASSA In-Class Advancement Recommendations**

Dr. Hoffman presented the recommendations from the PASSA Status Committee to advance the following personnel from Level I to Level II:

Tina Kravets, Arthur Priadkin, and Brandon Robinette.

Advanced from Level II to Level III: Tara DeVore

### **Tracking and Managing Executive Orders and Federal Directives**

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 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 collaborates closely with legal counsel and regulatory agencies to ensure compliance while fulfilling ACM's mission of educating and serving students. The Board expressed its continued support for this approach and reaffirmed its commitment to compliance with federal directives.

At 4:50 p.m., the Trustees, on a motion from Ms. Martz, seconded by Ms. Buck, moved out of Executive Session and back into Public Session.

On a motion from Mr. Pyles, seconded by Mr. Leonard, the Trustees approved the personnel recommendations, tenure and promotion, and in-class advancement recommendations.

With no further business to discuss, on a motion from Mr. Pyles, seconded by Ms. Buck, the meeting adjourned at 5:40 p.m.

Respectfully submitted,

Jane A. Belt  
Chair, Board of Trustees

David R. Jones  
Secretary/Treasurer