

**BOARD OF TRUSTEES  
FREDERICK COMMUNITY COLLEGE**

**February 21, 2019  
Board Conversation  
Chris T. Matthews Board Room (A201)**

**In Attendance:**

**Trustees Debra S. Borden, Chair; Dr. John Molesworth, Vice Chair; Ellis Barber; and Carolyn Kimberlin. Also in attendance: President Elizabeth Burmaster, Secretary/Treasurer of the Board; Education Liaison Janice Spiegel; Dana McDonald, Vice President (VP) for Finance; Dr. Tony Hawkins, Provost/Executive Vice President (EVP) for Academic Affairs, Continuing Education, and Workforce Development; Jerry Boyd, Special Assistant (SA) to the President for Institutional Effectiveness; Joseph McCormick, Chief Information Officer (CIO); Eric Shuler, Chief of Operations (COO); Melissa Bard, Interim VP for Human Resources; Jerry Haynes, Associate Vice President (AVP)/Dean of Students; John Anzinger, Director of Facilities Planning; Christopher Flaherty, Facilities Project Manager II; and Kari Melvin, Recording Secretary.**

**Board Chair Borden opened the meeting at 6:00 p.m.**

**The Board Conversation had to be rescheduled due to inclement weather on February 20, 2019. Laura Mears, AVP, Enrollment Services and Anne Scholl-Fiedler, Coordinator for Career Services were scheduled to provide an overview of new business processes in the redesigned Jefferson Hall and student services that are provided. They both had prior commitments this evening and are unable to attend. Their presentation will be scheduled for the March Board meeting.**

**The Trustees were provided a floor plan of the renovated Jefferson Hall.**

**Jefferson Hall provides a welcoming experience for all, now with three distinct centers, each on its own floor.**

**The first floor Enrollment Center includes the Welcome Desk, Student Accounts/Cashiers, Continuing Education Registration, Credit Registration, and Registration and Records.**

**The second floor College and Career Readiness Center includes Admissions, Counseling and Advising, and Transfer & Career Services.**

**The third floor Financial Services Center includes Finance, Financial Aid, and the Vice President for Learning Support Suite.**

**The meeting was adjourned at 6:03 p.m. for the Board to take a tour of Jefferson Hall, led by Director Anzinger.**

**Elizabeth Burmaster  
Secretary/Treasurer**

**Prepared by Kari Melvin  
Office of the President  
Frederick Community College**