

**BOARD OF TRUSTEES
FREDERICK COMMUNITY COLLEGE**

**January 16, 2019
Board Conversation
Chris T. Matthews Board Room (A201)**

In Attendance:

Trustees Debra S. Borden, Chair; Dr. John Molesworth, Vice Chair; Ellis Barber; Nick Diaz; Gary Fearnow; Carolyn Kimberlin; and Tom Lynch. 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; Laura Mears, Associate Vice President (AVP), Enrollment Services; Brenda Dayhoff, Executive Director, Financial Aid; Deborah Powell, Executive Director for the Office of Institutional Advancement and the FCC Foundation; Britney Carter, Assistant Director of Financial Aid, Communications, Outreach, and Services; Dr. Molly Carlson, Assistant Dean, Arts & Sciences; Kimberly Duncan, Executive Director of Adult Education & Lifelong Learning; Patricia Meyer, AVP for Continuing Education and Workforce Development; Dr. Brian Stipelman, AVP for Academic Affairs & Dean of Arts and Sciences; and Kari Melvin, Recording Secretary.

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

Executive Director Dayhoff, Assistant Director Carter, and Executive Director Powell provided a presentation on the Maryland Community College Promise Scholarship Program. The Maryland Higher Education Commission (MHEC) will administer the new scholarship starting with the fall 2019 semester that will provide \$15 million to students enrolled in community colleges in the state of Maryland. It has been referred to in the news as “free college” and MHEC is strongly encouraging not to use that terminology. The Maryland Community College Promise Scholarship program is a need-based, last dollar, service requirement scholarship that will be available to students who:

- have graduated from high school with at least a 2.3 GPA or who have completed a GED within the last two years**
- are eligible to pay in-state tuition**
- complete a FAFSA prior to March 1**
- complete an online application with MHEC**
- are enrolled in a minimum of 12 credit hours per semester in an associate degree or certificate program, and**

- **work in the state of Maryland for every year that they receive funding through the Maryland Community College Promise Scholarship program.**

To be eligible to receive an award for the 2019-2020 academic year, the family's 2017 tax year income:

- **must be below \$100,000 if the applicant is single or resides in a single-parent household, or**
- **must be below \$150,000 if the applicant is married or resides in a two-parent household.**

Awards will be determined by MHEC. The FCC Financial Aid Office will be responsible for disbursement and reporting.

Students who fail to meet the service requirement will have their scholarship converted to a student loan.

This is a "last dollar" scholarship which means that it will provide funding for tuition and fees that are not covered by other grants and scholarships.

The maximum amount that a student can receive is \$5,000 per year for up to three years as long as the student is meeting GPA and completion requirements.

Proposed regulations were released on December 21, 2018, and the public comment period is open until January 22, 2019.

The discussion was opened to questions from the Trustees and answers included:

- **Funding is just for tuition and fees, not books or other expenses.**
- **All other financial aid and scholarships must be applied first before the student can be considered for this last dollar scholarship, including private scholarships disbursed through the FCC Financial Aid Office.**
- **There are service requirement exemptions for military service and documented disabilities that students can apply for.**
- **There is a deferment option for transferring to a four-year institution in Maryland and also to reverse transfer to complete a degree at FCC within a certain time frame.**
- **FCC will be meeting with all high school guidance counselors. We met with The Community Foundation of Frederick County Scholarship Committee to explain the new program.**
- **Students will be able to apply if they are eligible to pay in-state tuition. This will help students who are not able to file a FAFSA due to citizenship status.**
- **Once the regulations are finalized, FCC will work with FCPS to release information through FindOutFirst.**
- **The scholarship is open to all students (public, private, and homeschool) who have completed a high school diploma or GED within the last two years.**

A copy of the presentation is available from the President's Office.

Provost/EVP Hawkins and members of the Academic Management Council then led a discussion on the 2017-2021 State Plan for Postsecondary Education: Student Success with Less Debt and current and innovative initiatives at Frederick Community College. The State Plan produced by the Maryland Higher Education Commission outlines the three goals of access, success, and innovation and highlights the current challenges faced by all of the higher education sectors and strategies to address these challenges. He introduced AVP Meyer to detail a new scholarship program available through MHEC.

AVP Meyer discussed the Workforce Development Sequence Scholarship, which passed as part of the More Jobs for Marylanders Act of 2017. The new financial aid program was initially proposed for \$2 million, but it was reduced to \$1 million. The 16 Maryland community colleges will split the \$1 million. To be eligible, a student must be a Maryland resident, have graduated from a Maryland high school, or be an active duty member of the U.S. Military stationed in or residing in, or domiciled in Maryland. Additionally, the student must be enrolled in an eligible Workforce Development Sequence at a participating community college in non-credit courses related to job preparation or registered apprenticeship; licensure or certification; or job skill enhancement. FCC has ten approved programs under this scholarship in eligible trades and healthcare courses. An award may be used for tuition, mandatory fees, and other costs of attendance. The scholarship has a maximum award amount of \$2,000 annually. Individuals will have the opportunity to access this scholarship for a maximum of two awards. The Maryland Association of Community Colleges will be asking that this scholarship increase to \$2 million.

Provost/EVP Hawkins distributed a summary of goals, strategies, and action items prepared by the Academic Management Council. The goals have been connected to the FCC Academic Master Plan. The strategies reflect the work being done with the College and Career Readiness and College Completion Act of 2013. Assistant Dean Carlson highlighted the development of an “Early College” program where students can earn an associate degree simultaneously with their high school diploma. The plan is to have the most open-ended early college in the state, not restricting students to one program and giving them many choices in career and transfer programs. The tuition rate will be the same as for students enrolled in dual enrollment on campus. Students receiving free and reduced meals will have tuition fully covered. Students will apply to the Early College and admission requires college-ready ACCUPLACER scores. Work has been done on ACCUPLACER to determine whether students are college-ready. FCC has worked with Frederick County Public Schools to enrich students’ skills. Last year, a grade point average of 3.0 was introduced as a measure to demonstrate college readiness and is one of multiple alternatives that rely less on standardized testing.

Executive Director Duncan addressed work being done in terms of adult education. Through the Workforce Innovation and Opportunity Act (WIOA), requirements for financial literacy and college and career readiness are incorporated into every class. A biannual transition series walks students through the process. New reports have been developed to track completion. Adult Education participates on the Frederick County

Workforce Development Board and has partnerships with community-based organizations, with the goal of reaching non-traditional students and referring them.

Provost/EVP Hawkins discussed the collaborations with historically black colleges and universities. FCC has a partnership with Howard University to identify interns to serve as adjunct faculty at FCC.

Provost/EVP Hawkins highlighted the masterful job being done in reviewing and revising policies and procedures with the goal of student success.

AVP/Dean Stipelman emphasized that FCC is one of the state leaders in the work being done on guided pathways. A guided pathway is the infrastructure that exists to support students in identification of and completion of a degree. All FCC programs now have guided pathways that provide students suggested class schedules, including the semester to take them in and the order to take them in. The work done by FCC has been innovative in taking the pathway concept and applying it to transfer programs. Our transfer pathways customize our course sequences to the specific requirements of each transfer institution. The information gathered while researching how our programs transfer to four-year institutions has been used to leverage articulation.

Provost/EVP Hawkins said that he is proud of the work being done to enhance career advising and planning services and integrate them explicitly into academic advising and planning. He highlighted Career Coach, connecting with businesses on internships and apprenticeships, and working more collaboratively with the goal of everything being a career, either directly into the workforce or after transferring and completing at a four-year institution.

Provost/EVP Hawkins addressed the goal of innovation, which allows the state of Maryland to be forward-thinking and aggressive in goal setting. The collaboration between Academic Affairs and Continuing Education and Workforce Development under the new organizational structure has led to work in stackable credentials. We have identified milestones and certifications along the way that allow students to immediately go and find work. AVP Meyer noted partnerships with workforce services and economic development to support workforce development programs. Executive Director Duncan added that FCC is partnering with two businesses under WIOA to provide incumbent worker training.

President Burmaster reminded Trustees of the Annual Strategic Priority they established last year to analyze the impact of open educational resources (OER) and commented on the great work that has been done. She added that FCC is doing quite well as a leader in the state.

Provost/EVP Hawkins stated that FCC is expanding support for research and research partnerships. He then highlighted the final strategy to encourage a culture of risk-taking and experimentation, which he tries to promote as team leader.

The hand-out is available from the President's Office.

The meeting was adjourned at 7:02 p.m.

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

**Elizabeth Burmaster
Secretary/Treasurer**