

Board Briefing Summary

Student Recruitment and Enrollments / Student Activities and Services

Dean of Students

HCC's first Open House in the ARCC will be held on Saturday, April 13th Open House. Planning has been underway for this year's event to create more of an "experience" in opportunities for local families rather than only information gathering information. In addition to information tables representing over 50 academic programs for credit and Workforce Solutions licensure programs, 12 student support units, 6 athletic programs, and 13 student clubs will engage prospective students and their families. Admissions staff will present overview sessions and provide campus tours while Retention & Registration staff will meet with new students for advising and summer/fall registration. New this year are casual drop-in areas focused on Transfer and First-Generation student support, the invitation for guests to take a brief career assessment tool that'll direct them to HCC programs relevant to their academic strengths and career interests, and a free lunch courtesy of HCC's food service. Planning has been a cross-campus effort.

Planning is also underway for 2024 graduation week ceremonies, with an anticipated 300+ graduates participating in the Saturday, May 18th Commencement Ceremony; this puts us on par with last year's ceremony.

Admissions

In March and April, Admissions welcomed the following groups to campus:

- St. Mary Catholic School heard presentations from HCC faculty representing Nursing, Mechatronics, and Electrical Engineering. They also had an overview of our summer College for Kids program from the WSCE Department.
- Bedford County Technical High School heard a presentation from Greg Betz and his Alternative Energy Program.
- Allegany County did a campus tour and heard about all HCC programs from Admissions staff.
- Department of Social Services visited and toured, set up by the Student Financial Aid office and the Admissions Office.

Career Development, Internship, and Job Services

There are 13 internships being served this Spring semester. Recently received news that one of the Spring Internships has led to a job offer for a student that is a May graduate in the Business Administration program who is serving an internship at Albeniz Care, a

CBES Incubator tenant. There is potential for additional potential job offers for a couple other May graduates that are anticipated as we move closer to the end of the semester.

There have been five Summer Internship applications received and internship sites are being explored and the students are in the process of identifying potential sites or interviewing and making progress through the internship coordination process.

The following Career Readiness events were held recently:

03/20/24 - Workshop: Interview Tips (LRC 259, 2:30 – 3:30 p.m.)

04/03/24 - Workshop: How to Prepare for a Job Fair/Career Expo (LRC 259, 2:30 – 3:30 p.m.)

These are the upcoming Career Readiness events to be held:

04/9-11/2024 - Career Closet Pop-Up Shop (STC, Upper Dining Area, 10:00 a.m. to 2:00 p.m.)

04/17/24 - Hagerstown Career Expo (ARCC, 11 am – 3 pm)

05/01/24 - Workshop: Job Search and Networking Strategies (LRC 259, 2:30 – 3:30 p.m.)

In collaboration with Workforce Services & Continuing Education, planning, organizing, and marketing are well underway for the upcoming Washington County Career Expo being held at HCC in the ARCC on Wednesday, April 17th from 11:00 a.m. to 3:00 p.m. There are at least 150 vendors registered to participate and at least 600 job seekers anticipated to attend. WCPS will be providing at least one bus from each high school to provide transportation for Senior and Junior students to attend. To-date, at least 180 WCPS students have signed up to attend. In addition to WCPS students, there are currently 152 job seekers registered to attend. Since marketing has begun, the number of job seekers continues to increase each day and many are anticipated to register the day of the event.

Registrar

Below are the number of students who applied to graduate in May or August (note that this is different than those who plan to participate in the May 18th Commencement Ceremony).

Spring 2024 – 447 applications

Summer 2024 – 61 applications

- 428 total eligible students have applied for at least one credential
- Including students who can earn multiple credentials or are double majors, there are 449 graduations pending
- This includes 390 Associate Degrees, 34 Short-term certificates, 20 long-term certificates (30 credits or more), and 5 letters of recognition

- There are 33 Early College Degree graduates. There are 4 Veterans (one is also an employee). There are also 5 students labeled as “Active Military”

Credit Curriculum Development and Teaching and Learning Matters

Academic Affairs News:

Health Science Division: Medical Laboratory Technician (MLT) Program was identified as a “Serious Applicant” by NAACLS providing the 10 students the opportunity to take the certification exam for MLT.

International PTK Catalyst Awards:

Susan B. Gordon Award: Dr. Jim Klauber

Top 100 Chapter: Pi Theta

Hites Scholar: Haley Himes

Coca Cola All USA Bronze Team: Brynn Lietuvnikas

Workforce Solutions and Continuing Education

- WSCE has awarded a total of \$49,477 to 99 students through the MHEC Workforce Sequence Scholarship fund. Programs funded include Real Estate, Personal Trainer, Non-profit Management and Office Associate.
- The Rural Maryland Grant which provides funding for underserved populations in Allied Health and Transportation has provided \$47,725 for 41 students enrolled in these programs.
- **WSCE Allied Health:**
 - Nurse Refresher renewal submitted to MBON March 2024.
 - Certified Medicine Aide renewal in progress; will be submitted April 2024.
 - Searching for a Subject Matter Expert for Massage Therapy Curriculum Development; must be a Licensed Massage Therapist.
 - CNA/GNA WCPS cohorts successfully completed clinical rotations; only one unsuccessful student. Students will sit for the skills exam on May 14, 2024.
 - The Asian American Center of Frederick contract training CNA/GNA program began on April 8, 2024, with full-time instructor, Rick Beacham.
 - Open enrollment Paramedic Program proposal submitted to Washington County DES; Awaiting response.
 - The Medical Assisting program began on April 5, 2024, with 7 students enrolled.
 - Seat Share agreement with Frederick Community College for FCC’s Medical Billing and Medical Coding courses initiated, providing a

pathway for HCC and FCC students to the HCC Health Information Management program.

- **Summer Youth Programs Formally College for Kids:**
 - We have awarded 13 low-income or single-family students a full scholarship to attend this year's Summer Youth Program classes thanks to the generosity of the Alumni Association and the Nora Roberts Foundation. An additional six partial scholarships have been awarded to students interested in attending camps this summer.
 - Discovery Academy has seen interest in the career exploration programs, and we launched a new program this summer in marine science.
- **Personal Enrichment:**
 - Students are experiencing an added benefit of seat sharing in classes with CCBC, enabling them to explore additional history, architecture, literature, and writing classes available online.
- **Business:**
 - Western Maryland Consortium and DORS "Career Readiness" program finished March 13th and graduated 9 students. Another class is scheduled to start in mid-May. The hope is to run 4 per year.
 - Management Bootcamp started on March 26 with 12 students registered
 - An additional 5 students took the first class in the series.
 - Parker Plastics is conducting a diversity training on campus on April 6th where approximately 150 employees will be in attendance.
 - We are facilitating customized training for Parker Plastics on conflict resolution and communication. The class will start on April 12th and run for four weeks.
 - The International Women's Day conference "Inspire Inclusion" was held on campus on Friday, March 9th with over 80 local business women in attendance.
 - Maryland Foreign Language Association was on campus on March 16th for their annual Spring conference where over 75 people attended
 - The WashCo Chamber of Commerce held its monthly Chamber YOU event here on April 2 with 20 local business leaders.
 - WCPS nutrition services, career counselors and paraprofessionals were here on March 28th for professional development- over 125 employees attended
 - WCPS will be here again on April 18th for professional development.
 - SHRM held its quarterly meeting on March 22nd with about 15 local HR representatives in attendance.
- **Certification and Licensure:**
 - Another cohort of Pet Grooming started March 19th with 6 students.
 - Another evening Real Estate class started on April 2nd with 9 students.

- **Transportation/Trades/Tech:**
 - WSCE completed application for a Maryland EARN grant, titled Construction Skilled Trades Employment Pathways (CSTEP). Maryland Labor grant would overlay opening of Northern Avenue trades center with application results will be known by May.
 - Letter of intent submitted to the Appalachian Regional Commission for funding, which would purchase a new Class B training truck and CDL truck simulators in a mobile trailer.
 - Community support building for the Construction Equipment Operator program; Beaver Creek Quarry donated a dump truck of stone; Antietam Tractor is loaning an excavator, and Bobcat is loaning a skid loader for the class.
 - WSCE is meeting with Barbara Ingraham School for the Arts staff to view donated glass blowing equipment and assess if the items could be an addition to the new blacksmith shop.