

**Board of Trustees**  
Hagerstown Community College  
11400 Robinwood Drive  
Hagerstown, Maryland 21742-6590

**ACTION**

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Subject: Corrective Amendment to Policy 4040

Date: February 20, 2024

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**BACKGROUND:**

HB384, effective July 1, 2023, prohibits Maryland Colleges from withholding transcripts because the student owes a debt to the College. The college has changed our practice over the summer but did not realize it was not taken from the written policy until after the Board approved the changes to Policy 4040 – Code of Student Conduct in January 2024.

**RECOMMENDATION:**

That the Board approves the newly revised Policy 4040 – Code of Student Conduct that removes the word “transcript” from section I under Sanctions.

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Prepared by: Christine Ohl-Gigliotti

Title: Dean of Students

Recommended by: 

James S. Klauber, President

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