



MARYLAND COMMUNITY COLLEGE FACILITIES PLANNERS COUNCIL MEETING

FPC Web Site – www.montgomerycollege.edu/departments/fpc

DATE: September 28, 2018

HOST: Hagerstown Community College

LOCATION and CAMPUS MAP:

The meeting will be held at the: Hagerstown Community College

Hagerstown Community College
11400 Robinwood Drive
Hagerstown, MD 21742

Meet in: Robinwood Center, Conference Room 115

Park in: Eu Lot Student Parking

Directions: <http://www.hagerstowncc.edu/about-hcc/our-locations/hcc-main-campus/map>

Campus Map: <http://www.hagerstowncc.edu/sites/default/files/documents/1707-campus-map.pdf>

PARKING: Parking is open. Please use **Parking Lot C or Eu** and **print your parking pass** that is part of this email.

TIME: 8:30 a.m. – 2:00 p.m. – **Call To Order moved to 9:15am**

RSVP: Please respond ASAP to Dawn Baker dmbaker@hagerstowncc.edu to have an accurate headcount for their planning of space and food.

CLOSINGS: In case of inclement weather, closure or delayed opening messages can be found on the College's website <http://www.hagerstowncc.edu/about-hcc/campus-police/college-closings>

AGENDA: Set cell phone to **VIBRATE**. No formal break is scheduled until lunch. Please quietly excuse yourself as needed.

1. 8:30 a.m. – Continental Breakfast
2. 9:15 a.m. – Call to Order/Attendance and Introductions
3. 9:30 a.m. – Officer Reports
 - Chair – Jamie Karn, and voting for new Chair
 - Vice Chair – Jamie Karn
 - Secretary – Kerry Norberg
 - Treasurer – Travis Hopkins
4. 9:45 a.m. – Agency Reports
 - DBM – Phillip Fleischer
 - DGS – Clarence Felder
 - MHEC – Cynthia Tims
 - MACC – Brad Phillips
5. 10:00 a.m. - Old Business
 - Update and discussion on FY19 goals
 - Goal #1: *Continuing Education Extended Study* – Jamie Karn heading up.
 - Goal #1: *Best Practices* – Kathy Meagher heading up.
 - Goal #3: *Promotion of CC – State Website Links* – Shelly Bilello heading up with Travis Hopkins
 - Goal #4: *Agency Information – A volunteer is needed to lead this goal.* Cynthia Tims to coordinate with the State agencies.
 - Goal #5: *FPC Website Update* - Kristina Schramm to give an update
 - Best practices schedule for FY19
 - Presenters for FY19
6. 11:00 a.m. – New Business
 - Other new business items
7. 12:00 p.m. – Lunch
8. 12:45 p.m. – Best Practices continued (if needed)
9. 2:00 p.m. – Adjourn

UPCOMING MEETINGS:

Friday, October 26, 2018	Frederick Community College
Friday, December 07, 2018	Chesapeake College
Friday, January 25, 2019	Carroll Community College
Friday, February 22, 2019	Prince George's Community College
Friday, April 26, 2019	Howard Community College
June 6-7, 2019	Garrett College



HCC Parking Permit
Facilities Department
Facilities Planning Council Meeting with
HCC Facilities Department
9/28/18