

NOTE: No parking pass is required but you need to park in non-employee spots in Lots C or S.



## MARYLAND COMMUNITY COLLEGE FACILITIES PLANNERS COUNCIL MEETING

FPC Web Site – [www.montgomerycollege.edu/departments/fpc](http://www.montgomerycollege.edu/departments/fpc)

**DATE:** September 27, 2019

**HOST:** Harford Community College

**LOCATION and CAMPUS MAP:**

The meeting will be held at Harford Community College

Harford Community College  
401 Thomas Run Road  
Bel Air, MD 21015

Meet in: Darlington Hall, Room 202 B & C

Park in: Lot C or Lot S – print pass below; DO NOT park in employee spaces

Directions &

Campus Map: <http://www.harford.edu/about/Directions.aspx>

**PARKING:** Parking NOT ALLOWED within employee spaces, all other parking is open with no pass required in Lot C & S

**TIME:** 9:00 a.m. – 2:00 p.m. – **Call To Order at 9:30 am**

**RSVP:** **RSP by TODAY** September 19<sup>th</sup> with Louis Claypoole [lclaypoole@harford.edu](mailto:lclaypoole@harford.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 <https://www.harford.edu/about/safety.aspx>

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

1. 9:00 a.m. – Continental Breakfast
2. 9:30 a.m. – Call to Order/Introductions  
Welcome from HCC President Dr. Dianna Phillips
3. 9:40 a.m. – Officer Reports
  - Chair – Kristina Schramm
  - Vice Chair – Jamie Karn
  - Secretary – Kerry Norberg
  - Treasurer – Travis Hopkins
4. 9:50 a.m. – Agency Reports
  - DBM – Phillip Fleischer
  - DGS – Clarence Felder
  - MHEC – Geoffrey Newman
  - MACC – Brad Phillips
5. 10:15 a.m. - Old Business
  - Update and discussion on FY20 goals
    - Goal #1: *Weekly Contact Hours approach for Continuing Education.* Jamie Karn and Kristina Schramm – new approach for space factor adjustment.
    - Goal #2: *Best Practices* – Kathy Meagher – discuss schedule.
    - Goal #3: *Promotion of CC – w/State Website Links* – Shelly Bilello heading up with Travis Hopkins – with CIP project info/CC.
    - Goal #4: *Agency Information* – Kathy Meagher-discuss schedule.
    - Goal #5: *DGS interface* – no one assigned
  - FPC Website update – Kristina Schramm
6. 11:15 a.m. – New Business
7. 12:00 p.m. – Lunch
8. 1:00 p.m. – Best Practices Speaker: Judy Schaffer, VP, Interiors & General Products Categories; E & I
9. 1:30 p.m. – Tour of Nursing, Allied Health Building
10. 2:00 p.m. – Adjourn

**UPCOMING MEETINGS:**

<b>Meeting Date</b>	<b>Meeting Location</b>
Friday, October 25, 2019	Frederick Community College
Friday, December 06, 2019	Anne Arundel Community College
Friday, January 24, 2020	CCBC
Friday, February 28, 2020	Carroll Community College
Friday, April 24, 2020	College of Southern MD - new campus
June 4-5, 2020	Wor-Wic Community College