

The Board of Trustees
of
The Community College of Baltimore County

Approved Minutes

February 6, 2008

REGULAR SESSION

The Board of Trustees of the Community College of Baltimore County (CCBC) met in regular session on Wednesday, February 6, 2008, at 7:20 p.m. on the Dundalk campus of the Community College of Baltimore County. The following members of the Board were in attendance: Thomas M. Lingan, Esq., Chairman; Barbara Kerr Howe, Vice Chairman; and Trustees Aurelia T. Burt; Regina E. Carson; Dorothy E. Foos; H. Scott Gehring; Linda C. Goldberg; Warren C. Hayman; Charles E. Kountz, Jr., Esq.; Robert E. Lathsaw, Jr.; and Richard W. McJilton. Also present were Sandra L. Kurtinitis, President; Mark D. McColloch, Vice President of Instruction; Richard H. Lilley, Vice President of Enrollment and Student Services; Bruce G. Berman, Vice President of Institutional Advancement; Melissa L. Hopp, Vice President of Administrative Services; Beth Woodland-Hargrove, General Counsel; and members of the faculty and staff of the College.

INTRODUCTION

Chairman Lingan welcomed everyone to the Dundalk campus and the February meeting of the Board of Trustees.

AGENDA

Chairman Lingan asked for a motion and second to approve the February 6, 2008, meeting agenda.

A motion for approval of the February 6, 2008, meeting agenda was made by Trustee Burt and seconded by Trustee Gehring. The motion was unanimously approved.

MINUTES

Chairman Lingan asked for a motion and second to approve the December 19, 2007, regular meeting and executive session minutes.

A motion for approval of the December 19, 2007, regular meeting and executive session minutes was made by Trustee Foos and seconded by Trustee McJilton. The motion was unanimously approved.

REPORT OF THE BOARD CHAIRMAN

Chairman Lingan thanked Trustees Dorothy Foos and Regina Carson for attending the Baltimore County Executive's legislative roll-out on January 7.

Chairman Lingan thanked Trustees Regina Carson; Dorothy Foos; Scott Gehring; Barbara Howe, Dick McJilton; and Cecile Myrick for attending the Maryland Association of Community Colleges (MACC) Trustee Workshop and Legislative Reception in Annapolis on January 14.

Chairman Lingan thanked Trustee Barbara Howe for attending the January 16 CCBC Teaching Learning Roundtable.

Chairman Lingan thanked Trustees Dorothy Foos, Scott Gehring, and Cecile Myrick for attending the Baltimore County Delegation luncheon in Annapolis.

Trustee Foos commented that the luncheon was a very productive event in that the members of the Baltimore County Delegation who attended were very receptive to CCBC's requests.

Chairman Lingan asked the trustees to note on their calendars – Lt. Governor Brown's visit to CCBC Catonsville on February 25; the President's African-American Lecture Series at CCBC Essex on February 28; and the 50th Anniversary Gala on April 26 at Martin's Hunt Valley Mansion.

REPORT OF THE PRESIDENT

Comments

President Kurtinitis announced that several invitations were placed at each Trustee's seat; she said that she recognizes that CCBC imposes on the Trustees' time heavily and emphasized that invitations are shared as information. Trustees are genuinely welcomed to attend CCBC events but invitations are extended on an at-will/when available basis. Dr. Kurtinitis also drew attention to a CCBC computer pad at each Trustee's place. These have been shared with the college community as a way to keep the college's mission, vision, values and goals visible and meaningful. She also announced that the Board will receive periodic updates on CCBC's Operational Plan included in the Board's meeting packet.

Dr. Kurtinitis commented on the article that was included in the October 27 edition of Jobs for the Future mentioning CCBC as a national leader in using institutional research strategically and for improvement. She also referenced the newly published Alumni Directory.

Senate Report

Mr. Michael Ehrlinger, College Senate President, reported that the Senate Executive Committee requested the President to present a comprehensive set of the Senate proposals and their disposition. Mr. Ehrlinger thanked Dr. Kurtinitis for her responsiveness in preparing a detailed repository of Senate proposals, which is now being maintained in the President's office. Mr. Ehrlinger commented that Dr. Kurtinitis' efforts have changed the intent of the institution that has brought a healthy renewal to the College community and environment.

College Presentation

Professors Michael Sanow and Bernadette Low, along with students Stephanie Simmons and Cory Brown, gave a presentation on their Service Learning Project in New Orleans.

COMMUNICATION FROM THE PUBLIC

There were no comments from the public.

BUDGET AND FINANCE COMMITTEE

Ms. Hopp presented the action finance items for Board approval in summary format: the minutes from the December 19, 2007, Budget and Finance Committee Meeting; the Proposed Operating Budget of \$170,332,274 and inclusion of the FY2009 incremental budget of \$1,148,855, if additional funding is approved by the State Legislature. A contract in the amount of \$181,376 to CAS/Severn for computer backup equipment; a contract in the amount of \$271,600 to Comcast to increase internet service bandwidth; a contract in the amount of \$88,452 to CXtex for the replacement of uninterruptible power source equipment; a contract in the amount of \$115,025 to Presidio for maintenance of the data network electronics; a contract in the amount of \$132,413 to Trane for air conditioning chiller maintenance; a contract not to exceed the amount of \$97,000, to Krupp, Hooper & Associates for fundraising consultation services; and five additional contracts totaling \$253,205 for individual purchases under \$75,000. Ms. Hopp presented two grants totaling \$186,478 for Board approval; a grant from the Maryland Department of Human Resources totaling \$114,943 and a grant totaling \$71,535 from National Science Foundation, The Northeast Biomanufacturing Center.

Recommendation: That the Board of Trustees of the Community College of Baltimore County approve the action finance items as presented.

A motion to approve the recommendation was made by Trustee McJilton and seconded by Trustee Latshaw. The motion was unanimously approved.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Trustee Burt reported that two information items and one action item were presented at the Academic and Student Affairs Committee meeting. The Committee recommended approving sabbatical requests for Assistant Professor Gayla Sanders and Assistant Professor Donald Schwartz for the period of August 15, 2008, to January 15, 2009.

Recommendation: That the Board of Trustees for the Community College of Baltimore County approve the sabbatical requests for Assistant Professors Gayla Sanders and Donald Schwartz.

The motion to approve the recommendation was made by Trustee Burt and seconded by Trustee Goldberg. The motion was unanimously approved.

Trustee Latshaw requested a copy of the CCBC Sabbatical Leave Policy and a copy of the CCBC advertising budget.

Trustee Howe said that it was a pleasure to attend the Teaching Learning Fair at CCBC Essex and commended the faculty and staff for their interaction. Trustee Howe mentioned the presentation that was given by Will Anderson, Director, Teen Project "Be What I Want to Be," Maryland Board Roundtable, and suggested that the same statistical presentation be made at a future Board meeting.

ADJOURNMENT

A motion to adjourn the meeting was made by Trustee Kountz and seconded by Trustee Howe. The motion was unanimously approved.

The meeting adjourned at 8:00 p.m.

Respectfully submitted,
Sandra L. Kurtinitis, Ph.D.

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3/6/08