

The Board of Trustees
of
The Community College of Baltimore County

Approved Minutes

February 7, 2007

REGULAR SESSION

The Board of Trustees of The Community College of Baltimore County (CCBC) met in regular session on Wednesday, February 7, 2007, at 7:45 p.m. on the Essex campus of The Community College of Baltimore County. The following members of the Board were in attendance: Thomas M. Lingan, Esq., Chairman; and Trustees Evelyn S. Brunner; Aurelia T. Burt; Regina E. Carson; Dorothy E. Foos; Linda C. Goldberg; Barbara Kerr Howe; Charles E. Kountz, Jr., Esq.; Robert E. Latshaw, Jr.; Richard W. McJilton; and Cecile V. Myrick. Also present were Sandra L. Kurtinitis, President; Bruce G. Berman, Vice President for Institutional Advancement; Stephen L. Kirchner, Vice President for Finance and Administration; Jeffrey C. Hahn, Executive Director for Human Resources, Institutional Equity, and Labor Relations; Richard H. Lilley, Vice President of Enrollment and Student Services; Mark D. McColloch, Vice President of Instruction; Alvin J. Starr, Interim Campus Dean and Special Assistant to the President; Beth Woodland-Hargrove, General Counsel; and members of the faculty and staff of the College.

INTRODUCTION

Chairman Lingan welcomed everyone to the February meeting of the Board of Trustees and thanked them for attending.

AGENDA

Chairman Lingan asked for a motion and second to approve the February 7, 2007, meeting agenda.

A motion for approval of the February 7, 2007, agenda was made by Trustee Latshaw and seconded by Trustee Burt. The agenda was unanimously approved.

MINUTES

Chairman Lingan asked for a motion and second to approve the minutes of the December 13, 2006, executive session and regular meeting and the January 10, 2007, executive and special sessions.

A motion for approval of the December 13, 2006, executive session and regular meeting and the January 10, 2007, executive and special sessions was made by Trustee Howe and seconded by Trustee Carson. The minutes were unanimously approved.

REPORT OF THE BOARD CHAIRMAN

Chairman Lingan thanked Trustees Foos, Goldberg, Howe, McJilton, and Myrick for attending the MACC Trustee Workshop and Legislative Reception in Annapolis on January 22.

President Kurtinitis stated that a good number of the Baltimore County Delegation were in attendance at the Legislative Reception. She said that the CCBC Trustees were well versed on CCBC's legislative agenda and were able to voice CCBC's needs to the elected officials.

Chairman Lingan reminded the Trustees that CCBC is hosting a luncheon for the Baltimore County Delegation in Annapolis on February 15. He also reminded the Trustees of the President's Distinguished African-American Lecture Series featuring guest speaker Craig Thompson on February 28.

Chairman Lingan announced that the CCBC Alumni Association, Inc. is hosting a Bull/Oyster Roast on March 24, 2007.

REPORT OF THE PRESIDENT

Retiree

Michael Carey introduced retiree Marguerite Walsh. He said that he was very honored to have the opportunity to make remarks about Marguerite Walsh. Before joining CCBC, Ms. Walsh worked in the city government. Mr. Carey said that during her tenure at CCBC, Ms. Walsh held positions as the Assistant Director of the Occupational Training Center; the Director of the Occupational Training Center; Interim Deans of Workforce Development, Community Education, and Community Education and Service; and Dean of Intensive Training. Her many accomplishments at CCBC include the following: responsible for bringing Allison Transmission to Baltimore County; bringing the Magna Baltimore Technical Training Center to Baltimore County; securing a SCANS 2000 grant; and a Department of Labor CAD-CAM 2000 grant. Ms. Walsh established a job network 6-year partnership with Baltimore County Department of Social Services; she designed and implemented workshops and training for newly dislocated workers when Bethlehem Steel downsized and General Motors closed; developed partnerships with multiple community organizations and non-profits; and hosted and welcomed many out-of-country visitors from England, Denmark, China, the Philippines, and Romania to the Occupational Training Center. Mr. Carey said it's very difficult to list all the accomplishments of someone like Ms. Walsh. He said he will miss her a great deal.

Retiree Marguerite Walsh said she was humbled by Mr. Carey's comments. She commented that she came to work and did what she was supposed to do – a few creative things. She said that she enjoyed working at our College, and commented that it is our College because the employees make it what it is. Ms. Walsh said it's been a worthwhile and exciting adventure and compared it to riding on roller coasters; some are scary, some are not, but each is more thrilling than the last one. Ms. Walsh said that her work at CCBC has personally been fulfilling, enriching and has provided significant satisfaction in her life's work. CCBC provided her the

opportunity to make a difference and with the help of her colleagues, her family, and her friends, she has been able to do her best.

Chairman Lingan commented that a positive benefit of being a trustee is having the opportunity to hear retiree testimonials. He said it is humbling to be reminded of the true spirit of CCBC. He thanked Marguerite Walsh for attending the meeting.

Legislative Agenda

President Kurtinitis briefed the Board on the four projects on CCBC's Legislative Agenda. She stated that the Owings Mills Metro Center is part of the Governor's FY 2008 capital improvement budget; the Senate and House delegations have sponsored legislation for State capital support for Dental programs and community clinic at CCBC Dundalk; State support for the CCBC Catonsville Library as part of the MACC 2008 Capital Improvement Budget; and State support for artificial turf athletic field at CCBC Essex as part of the County Executive's budget request.

Senate Report

Michael Ehrlinger, College Senate President reported that the CCBC Senate supported the new Emeritus policy as an effort to revive the practice of recognizing retirees who have achieved emeritus status. The Senate also approved a proposal to provide additional parking for evening students. The College will begin implementation of a pilot program on March 1 to improve parking opportunities for evening students by designating one lot on each campus for student use after 5:00 p.m.

Chairman Lingan commented that the Emeritus Policy was presented to the Board as an informational item and will be on the April meeting agenda for pending approval. He said that the Emeritus Policy would become part of the *Board of Trustees Policy Manual*.

COMMUNICATION FROM THE PUBLIC

There were no comments from the public.

COLLEGE FINANCE ITEMS

Mr. Kirchner presented the College finance items in summary format.

College Finance Information Items

The Quarterly Construction Status Report and Quarterly Change Order Report; Quarterly Financial Reports; Capital Budget Fund Summary; Revenue/Expense Fluctuation Analysis; State of Revenue as of 12/31/06; and State of Expense as of 12/31/06 were presented to the Board for its information.

College Finance Approval Items

Mr. Kirchner presented the finance items requiring Board approval in summary format – Contracts and Bids totaling \$1,875,240; Grants totaling \$319,535; Change

Order in the amount of \$42,903 and a consultant contract to SEM Works, LLC, for Enrollment Management Consultant Services.

Recommendation: That the Board of Trustees of The Community College of Baltimore County approve Contracts and Bids totaling \$1,875,240; Grants totaling \$319,535; a Change Order in the amount of \$42,903 and a consultant contract for SEM Works, LLC in the amount of \$162,500.

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

COLLEGE PERSONNEL ITEMS

Mr. Hahn presented the personnel items in summary format – New Appointments; New Temporary Appointments; Temporary Change of Status; Change of Status; Leave of Absence; Termination of Temporary Appointment; Resignations; Retirements; Termination; and Searches in Progress.

Recommendation: That the Board of Trustees of The Community College of Baltimore County approve New Appointments; New Temporary Appointments; Temporary Change of Status; Change of Status; Leave of Absence; Termination of Temporary Appointment; Resignations; Retirements; Termination; and Searches in Progress.

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

LEARNINGFIRST COMMITTEE

Trustee Burt reported that the LearningFirst Committee heard an enrollment update; sabbatical leave requests; the new Emeritus Policy; and a title change for the LearningFirst Committee to the Academic and Student Affairs Committee. She said the title change will better reflect the items that are presented before the committee which include Student Services and Instruction.

Recommendation: That the Board of Trustees of The Community College of Baltimore County approve sabbatical leave requests for Robert Ayella for the period of July 12, 2007, to January 1, 2008; Anne Chamberlain for the period of August 15, 2007, to January 15, 2008; Martin Davidoff for the period of August 15, 2007, to June 15, 2008; Robert Henderson, Jr., for the period of July 1, 2007, to June 30, 2008; Precious B. Stone, for the period of June 15, 2007, to June 15, 2008; and Linda Weldon, for the period of August 15, 2007, to January 15, 2008.

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

Recommendation: That the Board of Trustees of The Community College of Baltimore County approve changing the title of the LearningFirst Committee to Academic and Student Affairs Committee.

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

NEW BUSINESS

Chairman Lingan commented on the Draft Affiliated Foundation Operating Agreement which was presented to the Board for its information. He said that the Board By-Laws require that any affiliated foundation or organization that is created for CCBC's benefit must have an affiliation agreement. Mr. Lingan recommended that the Board of Trustees delegate to the Board Chairman approval authority for the Affiliated Foundation Operating Agreement.

Recommendation: That the Board of Trustees of The Community College of Baltimore County delegate to the Board Chairman approval authority for the Affiliated Foundation Operating Agreement.

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

Comments

Trustee Goldberg commented that she was happy see the Emeritus Policy. She said that there aren't many way to recognize those who have contributed so much to the College. Trustee Goldberg stated that the Emeritus Policy provides a mechanism for faculty and staff to achieve recognition.

Chairman Lingan acknowledged the media and public safety staff who provided services to the Board throughout the day.

Adjournment

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

The meeting adjourned at 8:10 p.m.

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

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