

The Board of Trustees
of
The Community College of Baltimore County

Minutes

November 12, 2014

REGULAR SESSION

The Board of Trustees of the Community College of Baltimore County (CCBC) met in regular session on Wednesday, November 12, 2014 at 7:04 PM on the Dundalk campus of the Community College of Baltimore County. The following members of the Board were in attendance: Board Chair Barbara Kerr Howe and Trustees Sheldon K. Caplis; Dorothy E. Foos; H. Scott Gehring; Warren C. Hayman; Brian V. McFarland; Gloria McJilton; Gloria E. Nelson; and Stephen J. Nolan. Also present were Sandra L. Kurtinitis, President; Richard H. Lilley, Vice President of Enrollment and Student Services; Melissa Hopp, Vice President of Administrative Services; Kenneth Westary, Vice President of Institutional Advancement; Mark McColloch, Vice President of Instruction; and guests Jane Mattes, College Senate Chair; Michael Carey, Dean of Continuing Education and Economic Development; Steven Jurch, Director of Allied Health Training; and Dionna Robinson, Coordinator of Allied Health Programs; along with members of the faculty and staff of the College.

INTRODUCTION

Board Chair Barbara Howe welcomed and thanked everyone for attending the November meeting of the Board of Trustees. She acknowledged the staff at CCBC Dundalk for hosting the meeting.

AGENDA

Chair Howe asked for a motion and second to approve the November 12, 2014 agenda. The motion to approve the November 12, 2014 agenda was made by Trustee Caplis and seconded by Trustee Nelson. The motion was unanimously approved.

MINUTES

Chair Howe asked for a motion and second to approve the October 1, 2014 meeting minutes. A motion for approval of the October 1, 2014 meeting minutes was made by Trustee McJilton and seconded by Trustee Caplis. The motion was unanimously approved.

REPORT OF THE BOARD CHAIR

Chair Howe thanked Trustees Caplis, Ertel, Hayman, McDowell, and Nolan, who attended the 2014 ACCT Leadership Congress in Chicago. Trustees Caplis, Hayman, and Nolan each shared

some of their thoughts and recommendations from the conference. Trustee Caplis shared that Professor Emeritus Joel Lapin's presentation on Strategic Planning was one of the best presentations of the conference. Trustee Hayman was invited to the invitation symposium that took place prior to the conference. He was also appointed to the Diversity Committee. Trustee Nolan highlighted some of the conference topics, such as the idea of generational market strategies to reach five generations of potential students, and the concept of disruptive innovation.

Chair Howe thanked Trustees Nolan and Foos, who attended the Retiree Dinner at Martin's West on October 29, 2014.

Chair Howe thanked Trustee McDowell, who attended the "Boots to Suits: Second Annual Symposium for Veterans" on November 5, 2014.

Chair Howe thanked Trustee McDowell, who attended the Veteran's Day Observance at CCBC Catonsville on November 11.

Chair Howe thanked Trustee Nolan, who attended the Veteran's Day Observance at CCBC Essex on November 11.

REPORT OF THE PRESIDENT

Comments

President Sandra Kurtinitis highlighted some upcoming events, especially the Legislative Events taking place on the three campuses. President Kurtinitis shared details about the Ribbon Cutting Ceremony for the CCBC Essex Art Gallery that took place on October 24, 2014. She showed a brief video that was distributed to the college community to unveil the new interior signage. Baltimore County Public Schools and CCBC have committed to launching another "Diploma to Degree" (D to D) cohort beginning in the Fall of 2015, as well as a new "Diploma to Certificate" program (D to C), which would enable high school students to complete a certificate that would actually put them into a job as they graduate from high school. President Kurtinitis shared a photograph of the first cohort of the President's Leadership Academy, a group of 22 faculty and staff from across the college. At an upcoming White House Summit, President Kurtinitis will be serving on two different panels; one on Accelerating Developmental Education, and the other on the Baltimore County Collegiate Alliance Program (CAP). President Kurtinitis mentioned that the CCBC All Pro Club has received the Ed Block Courage Award Foundation's 2013 Sponsor Award of Excellence for their contributions on behalf of CCBC's student athletes.

Senate Report

Ms. Jane Mattes, College Senate Chair, shared the General Education Review Board continues to review courses in accordance with the new general education criteria. General education courses include general education common graded assessments, which count for 10% of the final grade in a course. An ad hoc committee is being formed to review this policy to ensure that it continues to make sense moving forward. Senate Chair Mattes also provided updates on the ongoing work of the various College Senate committees.

College Presentation

Mr. P. Michael Carey, Dean of Continuing Education and Economic Development, Mr. Steve Jurch, Director of Allied Health Training, and Ms. Dionna Robinson, Coordinator of Allied Health Programs, presented information on Allied Health Programming in the School of Continuing Education. In FY 2014, 586 students completed Continuing Education Certificate Programs in Allied Health and Human Services.

COMMUNICATION FROM THE PUBLIC

There were no comments from the public.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Trustee Nolan presented the Academic and Student Affairs Committee action items in summary format:

- Agenda for the November 12, 2014 Academic and Student Affairs Committee meeting.
- Minutes from the October 1, 2014 Academic and Student Affairs Committee meeting.
- Recommendation to Approve an Associate of Science Degree in Design, Fabrication, and Advanced Manufacturing.
- Recommendation to Approve an Associate of Applied Science Degree in Digital Media Production.
- Recommendation to Approve the Submission of CCBC's Institutional Performance Accountability Report to the Maryland Higher Education Commission (MHEC).

A motion to approve the Academic and Student Affairs Committee action items was made by Trustee Gehring and seconded by Trustee McJilton. The motion was unanimously approved.

BUDGET AND FINANCE COMMITTEE

Chair Barbara Howe asked Vice President Melissa Hopp to present the action items of the Budget and Finance Committee for approval. Vice President Hopp presented the Budget and Finance Committee items for the Board's approval in summary format:

- Agenda for the November 12, 2014 meeting;
- Minutes from the October 1, 2014 Budget and Finance Committee meeting;
- Recommendation to Approve the Solar Power Purchase Agreement;
- Recommendation to Approve Contracts and Purchases;

Chair Howe asked for a motion to approve the Budget and Finance Committee action items. A motion to approve the Budget and Finance Committee action items was made by Trustee Nelson and seconded by Trustee Foos. The motion was unanimously approved.

OLD BUSINESS

Chair Howe asked for a motion and a second to approve the Phase I Minor Substantive Revisions to the Board of Trustees Policy Manual. This item was presented for First Reading at the October 1, 2014 Board of Trustees meeting. A motion was made by Trustee Nelson and seconded by Trustee Foos. The motion was unanimously approved.

NEW BUSINESS

Under New Business, the Proposed Revisions to the Board of Trustees Policy Manual: Phase II were presented for First Reading. The Recommendation to Approve the Phase II Revisions will be presented for approval at the January, 2015 meeting.

ADJOURNMENT

With no further business, Chair Howe asked for a motion and second to adjourn the October 1, 2014 Board of Trustees meeting. A motion was made by Trustee Gehring and seconded by Trustee Nelson. The meeting adjourned at 8:12 PM.

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

:sdb