

The Board of Trustees
of
The Community College of Baltimore County

Minutes

April 29, 2015

REGULAR SESSION

The Board of Trustees of the Community College of Baltimore County (CCBC) met in regular session on Wednesday, April 29, 2015 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; Vice Chair Stephen J. Nolan; and Trustees Walter S. Clary, Dorothy Foos; Michael P. Ertel, Wayne McDowell; and Brian V. McFarland. 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 guest Jane Mattes, College Senate Chair.

INTRODUCTION

Board Chair Barbara Howe noted for the record that we did not have a quorum for the formal business of the meeting. Chair Howe announced that she would take a vote of present members, and then seek electronic votes from members who were unable to be present. Electronic votes affirming all action items have been received from Trustees Gehring, Goldberg, Gresham, and McJilton.

Chair Howe welcomed and thanked everyone for attending the April meeting of the Board of Trustees. Chair Howe acknowledged the staff at CCBC Essex for hosting the meeting.

AGENDA

Chair Howe asked for a motion and second to approve the April 29, 2015 agenda. The motion to approve the April 29, 2015 agenda was made by Trustee Ertel and seconded by Trustee McDowell. The motion was unanimously approved.

MINUTES

Chair Howe asked for a motion and second to approve the February 25, 2015 meeting minutes. A motion for approval of the February 25, 2015 meeting minutes was made by Trustee Ertel and seconded by Trustee McDowell. The motion was unanimously approved.

REPORT OF THE BOARD CHAIR

Chair Howe thanked Trustees Nelson and Nolan, who attended the President's African American Lecture Series featuring Bryan Stevenson on February 26th.

Chair Howe thanked Trustees Foos and Nolan, who attended the CCBC Foundation Scholarship Luncheon on March 23rd.

Chair Howe thanked Trustees Caplis, Foos, Gresham, McDowell, & Nolan, who attended CCBC's 2015 Super Gala on April 18th.

REPORT OF THE PRESIDENT

Comments

President Sandra Kurtinitis shared the list of upcoming events, highlighting the County Council Budget Hearing on May 12 as well as Commencement on May 31, and stating that we always appreciate when trustees are able to join us. President Kurtinitis shared a copy of the letter from the Department of Budget and Management confirming the \$3M to complete the renovation of the Hilton Center, the new home of the Center for Global Education and Hospitality Management Program. President Kurtinitis shared an article in *College Planning and Management* on cost savings that features Vice President Melissa Hopp. President Kurtinitis introduced Bradley Thompson, Director of Sustainable Horticulture. Dr. Thompson briefly discussed CCBC's Horticulture Program, especially the new aquaponics system, a system of aquaculture in which the waste produced by farmed fish supplies nutrients for plants grown hydroponically, which in turn purify the water. College Communications has received another Gold Paragon award from the National Council for Marketing and Public Relations, for a poster designed by CCBC Designer Jackie McTear. President Kurtinitis asked Vice President Mark McColloch to share information about CCBC's Associate's to Bachelor's Degree in Nursing, in partnership with four universities: Towson, Frostburg, Notre Dame, and Stevenson. Dr. Kurtinitis shared slides from CCBC's Super Gala on Saturday, April 18th, highlighting the theme "Reveal Your Inner Hero" and launching the New Beginnings Campaign.

Senate Report

Ms. Jane Mattes, College Senate Chair, shared information about the current issues under discussion by the College Senate. Ms. Mattes shared that changes to the Senate Bylaws were approved, including the formation of an Election Committee to administer the elections of the Senate Officers for the 2015-2016 Academic Year. Revisions to the college's Faculty Promotion Policy were also approved, bringing clarification to the following areas: time in rank for eligibility for promotion; the review and approval process; the dean's verification of eligibility; and changes in formatting and grammar within the text in order to provide consistency. Additional language was added stating the appropriate dean would verify with Human Resources that the credentials represented to substantiate a promotion are on file and verified. The effective date of this policy is July 1, 2015.

Ms. Mattes congratulated the members of the General Education Review Board (GERB) for their hard work this past year. All of the General Education courses that were approved by GERB with revisions between August 2014 and March 2015 were resubmitted and approved prior to spring break. The deadline was met to have everything ready for fall 2015 registration. Ms. Mattes also acknowledged the hard work of the faculty who teach General Education courses and prepared the requisite GERB documents for consideration.

College Presentation

Vice Presidents Richard Lilley and Mark McColloch presented information about the Pathways Launch, a college-wide initiative for new CCBC students. Based on declared majors or main areas of interest, incoming students are grouped into one of five Pathways:

- Pre-Allied Health
- Technology, Science and Math
- Business, Law and Criminal Justice
- Arts and Humanities
- Behavioral and Social Sciences

The Academic Pathways Initiative provides structured academic planning to reduce confusion for entering students by providing course tracks and a revised student entry process.

COMMUNICATION FROM THE PUBLIC

There were no comments from the public.

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 April 29, 2015 meeting;
- Minutes from the February 25, 2015 Budget and Finance Committee meeting;
- Recommendation to rescind the previously approved tuition and General Service fee increase for the 2015 summer session;
- Recommendation to engage an auditor for FY2015 Statements.
- 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 McDowell and seconded by Trustee Foos. The motion was unanimously approved.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

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

- Agenda for the April 29, 2015 Academic and Student Affairs Committee meeting.
- Minutes from the February 25, 2015 Academic and Student Affairs Committee meeting.
- Recommendation to approve Emeritus nominations.

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

OLD BUSINESS

Under Old Business, a recommendation was made to approve the Proposed Revisions to the Board of Trustees Policy Manual: Phase III. A motion was made by Trustee Clary and seconded by Trustee Foos. The motion was unanimously approved.

NEW BUSINESS

Under New Business, Chair Barbara Howe announced that she appointed two Ad-Hoc Committees: the Nominating Committee to propose Board of Trustees Officers for 2015-2016, to be chaired by Trustee Foos, including Trustees Gresham, McJilton and Gehring; and the President's Performance Review Committee, to be chaired by Trustee Caplis, including Trustees Howe, McDowell, Nelson and Nolan.

Also under New Business, the Proposed Revisions to the Board of Trustees Policy Manual: Phase IV were presented for First Reading. A recommendation to approve these revisions will be made at the June 17, 2015 Board of Trustees Meeting.

ADJOURNMENT

With no further business, Chair Howe asked for a motion and second to adjourn the April 29, 2015 Board of Trustees meeting. A motion was made by Trustee Nolan and seconded by Trustee McDowell. The meeting adjourned at 8:04 PM.

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

:sdb