

The Board of Trustees  
of the  
Community College of Baltimore County

Minutes

February 22, 2017

**REGULAR SESSION**

The Board of Trustees of the Community College of Baltimore County (CCBC) met in regular session on Wednesday, February 22, 2017 at 7:05 PM on the Catonsville campus of the Community College of Baltimore County. The following members of the Board were in attendance: Board Chair Stephen J. Nolan and Trustees Gayle Adams; Michael Ertel; Gerald Gietka; Erness Hill; Richard Manski; Wayne McDowell; Gloria Nelson; and Richard Yaffe. Also present were Sandra L. Kurtinitis, President; Richard H. Lilley, Vice President of Enrollment and Student Services; Melissa Hopp, Vice President of Administrative Services; and Kenneth Westary, Vice President of Institutional Advancement.

**INTRODUCTION**

Chair Stephen Nolan welcomed and thanked everyone for attending the February 2017 meeting of the Board of Trustees. He acknowledged the staff at CCBC Catonsville for hosting the meeting.

**CONSENT AGENDA**

Chair Nolan stated that, since there were no objections to Items 1 and 2 on the Consent Agenda, those items were deemed approved: The following items were adopted:

1. Agenda for the Regular Session of the February 22, 2017 Board of Trustees Meeting
2. Minutes from the January 25, 2017 Regular Session of the Board of Trustees

**REPORT OF THE BOARD CHAIR**

Chair Nolan thanked Trustee McDowell, who attended both the Business Plan Competition Awards Dinner on January 28 and the President's African-American Lecture Series, featuring Wes Moore, on February 14, both at CCBC Catonsville.

Chair Nolan acknowledged Trustee Yaffe's advocacy on behalf of CCBC with the Baltimore County Planning Board.

**REPORT OF THE PRESIDENT**

Comments

President Sandra Kurtinitis shared a number of good news items with the trustees. CCBC Student Molly Finch won 2<sup>nd</sup> place in the National Geospatial Applications Competition. The college's Occupational Therapy Assistant Program achieved a 100% pass rate for Board Certification. Once again this year, CCBC students participated in Student Advocacy Day in Annapolis, meeting directly with members of the Baltimore County Delegation. This experience is a fantastic civics lesson as well as an opportunity for students to advocate for the college. President Kurtinitis also reminded trustees to save the date for CCBC's annual Rock, Roll and Remember Gala on April 22, 2017.

## Senate Report

Senate Chair Jane Mattes shared information about the current issues under discussion by the College Senate. The Senate approved a number of proposals, including a revision (approved February 1<sup>st</sup>) to election procedures for College Senators representing Academic Schools, to ensure anonymity in election of Senators, encourage consistent election procedures, and outline guidelines for electing Senators. In addition, the CCBC Online Class Evaluation by Student proposal was approved by Senior Staff. Creating an online class evaluation will help fulfill the Middle States recommendation to improve the college's Distance Education outcomes.

## College Presentation

Mr. Michael Carey, Executive Dean of Continuing Education and Economic Development, Dr. Dennis Seymour, Dean of Business, Education, Justice and Law, and Ms. Nancy Kukay, Coordinator of Technical Training gave a presentation on the Center for Transportation, Distribution, and Logistics. Transportation, Distribution and Logistics sectors include marine, rail, air and road transportation modes. CCBC's approach is to offer credit and non-credit training options, respond to Labor Market Information to develop programs based on data and employer input, and connect with industry and professional associations. This department is one of many the college has to provide needed workforce training for the greater Baltimore area.

## **COMMUNICATION FROM THE PUBLIC**

There were no comments from the public.

## **ACADEMIC AND STUDENT AFFAIRS COMMITTEE**

Board Chair Nolan asked Committee Chair Gloria Nelson to report on the Academic and Student Affairs Committee Meeting.

Trustee Nelson reported that the Academic and Student Affairs Committee recommended for adoption Items 1, 2 and 3 on the Consent Agenda. In addition, the Committee voted to recommend approval of an A.A.S. Degree in Digital Forensics. The Committee also heard a presentation on Title IX as a support for the Student Success 102 initiative.

Board Chair Nolan announced that since there were no objections to the Academic and Student Affairs Committee Consent Agenda, those items were adopted. These included:

1. Agenda for the February 22, 2017 Academic and Student Affairs Committee meeting.
2. Minutes from the January 25, 2017 Academic and Student Affairs Committee meeting.
3. Winter and Spring Enrollment Update

Chair Nolan then asked for a motion and a second to approve the A.A.S. Degree in Digital Forensics. A motion was made by Trustee Manski and seconded by Trustee Hill. The motion was unanimously approved.

## **BUDGET AND FINANCE COMMITTEE**

Chair Stephen Nolan asked Committee Chair Michael Ertel to report on the Budget and Finance Committee Meeting. Trustee Ertel reported that during the Budget and Finance Committee meeting, the Committee recommended approval of Items 1 through 5 on the Consent Agenda. Committee Chair Ertel said that the Committee voted to recommend for approval both the college's FY2018 Operating Budget and FY2018

Tuition and Fee Schedule, first presented for information at the January 2017 Board of Trustees Meeting. In addition, the Committee voted to recommend for approval the list of Contracts and Purchases Over \$75,000, which Vice President Melissa Hopp presented.

Board Chair Nolan announced that since there were no objections to the Budget and Finance Committee Consent Agenda, those items were adopted. Those items included:

1. Agenda for the February 22, 2017 meeting;
2. Minutes from the January 25, 2017 Budget and Finance Committee meeting;
3. Grants and Gifts to CCBC
4. Fiscal and Facility Reports
5. Personnel Items

Chair Nolan asked for a motion and a second to accept the FY2018 Operating Budget and FY2018 Tuition and Fee Schedule, first presented for information at the January 2017 Board of Trustees Meeting. The motion was made by Trustee Ertel and seconded by Trustee Adams. The motion was unanimously approved.

Finally, Chair Nolan asked for a motion and a second to approve the lists of Contracts and Purchases Over \$75,000. The motion was made by Trustee Manski and seconded by Trustee Nelson. The motion was unanimously approved.

### **ADJOURNMENT**

With no further business, Chair Nolan asked for a motion and second to adjourn the February 22, 2017 Board of Trustees meeting. A motion was made by Trustee Gietka and seconded by Trustee Nelson. The meeting adjourned at 7:48 PM.

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

:sdb

