Board of Trustees
of
Community College of Baltimore County

Regular Session

Minutes

February 25, 2026

The Board of Trustees of the Community College of Baltimore County met at 7:08 p.m., Wednesday, February 25, 2026, at CCBC Catonsville. The following members of the Board were present: Board Chair Richard A. Scheper, Ph.D., Vice Chair L. Michelle Jackson, Trustees Sophia Barilone, Michael Crowder, Margaret Forte, Charles McDaniels, Jr., Douglas B. Riley Esq., and J. D. Urbach. Also present were Dr. Sandra L. Kurtinitis, president; Dr. Joaquín G. Martínez, provost and vice president of Academic and Student Affairs; Melissa Hopp, vice president of Administrative Services; Michael Netzer, vice president of Enrollment and Outreach Initiatives and Kenneth Westary, vice president of Institutional Advancement.

CONSENT AGENDA

Chair Scheper called the regular session meeting to order at 7:00 p.m. He presented the Consent Agenda and asked if there were any objections to the agenda. With no objections to the Consent Agenda, the following items were adopted:

- Recommendation to approve the agenda for February 25, 2026, regular session of the Board of Trustees meeting.
- Recommendation to approve the minutes of January 28, 2026, regular session of the Board of Trustees meeting.

Chair Scheper asked for a motion to approve the Consent Agenda. The motion was made by Trustee McDaniels and seconded by Trustee Crowder. The motion was unanimously approved.

REPORT OF THE BOARD CHAIR

Chair Scheper extended appreciation to Trustees Urbach and Vice Chair Jackson for attending the ACCT Legislative Summit, February 9-11, 2026.

Chair Scheper reported that Dr. Kurtinitis and he attended the Senate Delegation in Annapolis on February10, 2026, regarding Senate Bill 0306, Board of Community College Trustees for Baltimore County – Membership. Bill 0306 passed the Senate unanimously and now moves to the House.

Chair Scheper thanked Trustees Carl, Forte, and McDaniels for attending CCBC's Turner Station Exhibit on February 19, 2026, on the Dundalk campus along with Dr. Kurtinitis and himself.

Chair Scheper acknowledged Vice President Netzer's upcoming retirement and contributions to CCBC.

Chair Scheper reviewed the listing of upcoming events at each Trustees' place, urging them to attend if their schedules permitted them to do so. He encouraged the Trustees to attend CCBC's annual gala coming up on April 11, 2026.

REPORT OF THE PRESIDENT

President Kurtinitis presented three video-based highlights displaying recent CCBC accomplishments:

- Celebration of CCBC's historic ties to Turner Station produced in partnership with Turner Station History Center and widely attended and well received at an exhibit held February 19, 2026 at the Dundalk campus.
- CCBC and Baltimore County Public Schools (BCPS) launched a Direct Admit program, which automatically admits BCPS high school seniors to CCBC.
- With the help of Provost and Vice President Joaquín G. Martínez and Director Adrianne Washington over the past three years, the Honors College has matured to encompass an enrollment of 350 students this year. The goal is to reach 500.

President Kurtinitis invited Vice President and Provost Joaquín G. Martínez, Dr. Scott C. Eckhardt, dean of College Life, Daniel Sym, assistant director of Student Engagement, and students Nathan Schockhet and Salway Bin Shams to the presentation table. The students participated in Maryland Community College Advocacy Day in Annapolis in early February 2026 where they met with legislators to discuss CCBC funding, the Cade formula and affordability.

COLLEGE SENATE REPORT

President Kurtinitis invited Senate Chair Matthew Palumbo to share information about the College Senate's recent activities. He stated there are two new academic programs appearing in the Board packet today for approval, e.g., the Digital Fabrication for Art and Design Certificate and the Physical and Health Education Associate of Arts, which will be presented to the Board later this evening. Senate Chair Palumbo reported on three recently approved policies:

- The Accessibility Compliance for Distributed Course Content policy reinforces college-wide adherence to Web Content Accessibility Guidelines (WCAG) standards.
- The Grading Policy Revision ensures consistency across programs while meeting accreditation requirements.
- Remote Proctoring Portion policy establishes a six-level framework for online course assessments.

In closing, Senate Chair Palumbo reported that the Elections Committee has begun its work and will provide their initial report at the next Senate meeting.

COMMUNICATION FROM THE PUBLIC

Two individuals addressed the Board of Trustees. The first was Trisha Kyner, associate professor of Art and Design, and a member of the Bargaining team for faculty and the union. She reported that the pace of negotiations has improved and requested timely progress on economic proposals.

She also stressed the need for faculty review time before ratification. Dr. Natalie Minkovsky, associate professor of Biology, also addressed the Board as a faculty member. She spoke on the importance of financial stability for faculty, advocated for earlier discussion of fiscal proposals, and emphasized connection between faculty well-being and student success.

BUDGET AND FINANCE COMMITTEE

Chair Scheper asked Committee Chair Forte to report on the Budget and Finance Committee meeting.

Committee Chair Forte reported that the Budget and Finance Committee approved the following items on the Consent Agenda. These included:

1. Committee Meeting Agenda
2. Minutes from January 28, 2026 Budget and Finance Committee Meeting
3. Grants & Gifts to CCBC
4. Fiscal and Facility Reports
   a. Second Quarter Financial Report
   b. Construction Status Report
   c. Report on Approved Purchases of $100,000 to $199,999
5. Personnel Items

(Items 3-5 were included as informational items and did not require Board approval.)

The Committee voted to recommend the following for approval:

- Committee Meeting Agenda
- Minutes from January 28, 2026 Budget and Finance Committee Meeting
- FY 2027 Operating Budget
- Contracts and Purchases Over $200,000

The Committee heard a presentation from Vice President Hopp regarding the preliminary review of the Facilities Master Plan.

Chair Scheper asked for a motion to approve the following recommendations from the Budget and Finance Committee:

- Committee Meeting Agenda
- Minutes from the January 28, 2026, Budget and Finance Committee Meeting
- FY 2027 Operating Budget
- Contracts and Purchases Over $200,000

Vice Chair Jackson made the motion. The motion was unanimously approved.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Chair Scheper asked Trustee McDaniels to provide the report on the Academic and Student Affairs Committee in the absence of Committee Chair Lopez.

Trustee McDaniels reported that the Academic and Student Affairs Committee recommended the adoption of Items 1 and 2 on the Consent Agenda. These included:

1. Committee Meeting Agenda
2. Minutes from the Academic and Student Affairs Committee meeting of January 28, 2026

The Committee voted to recommend approval of the Sabbatical Leave Requests presented for FY 2027.

The Committee voted to recommend approval of one lower Division Certificate in Digital Fabrication.

The Committee voted to recommend approval of one new Associate of Arts degree in physical and health education.

We heard an update on Student Achievement and Success: Mortuary Science: Where Science, Service and Compassion Meet, presented by Dr. Joaquín G. Martínez, provost and vice president of Academic and Student Affairs; Dr. Shawn McNamara, dean of School of Health Professions; Diane Donaldson, Mortuary Science Program Director; Edwin Jackson, Mortuary Science Faculty, Delegate Sheree Sample-Hughes, Maryland House of Delegates and program graduate, and Donita Green, graduate and adjunct faculty.

Chair Scheper asked for a motion to approve the following recommendations from the Academic and Student Affairs Committee:

- Consent Agenda Items 1 and 2
- Sabbatical Leave Requests presented for FY 2027
- One Lower Division Certificate in Digital Fabrication
- One new Associate of Arts Degree in Physical and Health Education

Trustee McDaniels made a motion to approve Consent Agenda Items 1 and 2, Sabbatical Leave Requests presented for FY 2027, one Lower Division Certificate in Digital Fabrication, and one new Associate of Arts Degree in Physical and Health Education. The motion was unanimously approved.

OLD BUSINESS

Vice President Hopp presented the final reading of Board of Trustees Policy Sections 2.07.D.2., a., b., c., and d., regarding the Employee grievance procedure for faculty, administrators, professionals, and non-represented employees. She summarized the policy, noting updates regarding conflicts of interest for Grievance Committee members.

Chair Scheper asked for a motion to accept Sections 2.07.D.2., a., b., c., and d., regarding the Employee grievance procedure for faculty, administrators, professionals, and non-represented employees of the Trustees Policy Manual. A motion was made by Trustee Urbach and seconded by Trustee McDaniels. The motion was unanimously approved.

Chair Scheper announced the next meeting of the Board of Trustees is scheduled for April 29, 2026, at the Dundalk campus.

NEW BUSINESS

No new business presented.

ADJOURNMENT

With no further business, Chair Scheper asked for a motion and second to adjourn the February 25, 2026, Board of Trustees meeting. The motion was made by Trustee Crowder and seconded by Trustee Forte. The meeting was adjourned at 8:02 p.m.

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

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