

Board of Trustees
of
Community College of Baltimore County

Regular Session

Minutes

November 29, 2023

The Board of Trustees of the Community College of Baltimore County met at 7:00 p.m., Wednesday, November 29, 2023, at CCBC Dundalk. The following members of the Board were present: Board Chair J. D. Urbach, Vice Chair Meg O'Hare, Trustees Kimberly Carl, Margaret Forté, Paulette G. Hammond, Dr. Irina Koyfman, Cristina Lopez, Dana Moore, II, Douglas B. Riley, Esq., Kim Ross, Dr. Richard Scheper, Daryl Sidle, Esq., and Jay Weinstein. 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 External Outreach, and Kenneth Westary, vice president of Institutional Advancement.

CONSENT AGENDA

Chair Urbach called the regular session meeting to order at 7 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 the November 29, 2023, regular session of the Board of Trustees meeting.
- Recommendation to approve the minutes from the September 27, 2023, regular session of the Board of Trustees meeting. Chair Urbach asked for an edit on Page 5 indicating he thanked Trustee Ross for attending the CCBC Foundation Board reception held on September 21, 2023.

Chair Urbach asked for a motion to approve the Consent Agenda and the minutes of September 27, 2023. A motion was made by Trustee Weinstein and seconded by Trustee Eley. The motion was unanimously approved.

REPORT OF THE BOARD CHAIR

Chair Urbach brought the Trustees attention to the list of upcoming events at their places which include:

The President's Club Holiday Reception, at the home of Dr. Kurtinitis from 3-5 p.m. on December 10, 2023.

The January 5, 2024 Legislative Luncheon to be held on the CCBC Essex Campus at 12 Noon.

The January 22, 2024 MACC Leadership Conference to be held at the Calvert House, Annapolis, Maryland, from 3-7 p.m. (approximate time).

The January 31, 2024 Board of Trustees Meeting to be held on the CCBC Essex Campus, Romadka College Center, Second Floor Lounge.

ACCT Legislative Summit in Washington, DC, on February 4-7, 2024.

Chair Urbach then reported that he appreciated spending so many days in October and November with fellow Trustees. He thanked:

- Trustees Forte, Hammond, Jackson, Vice Chair O’Hare, and Trustee Ross who joined him and President Kurtinitis at the Association of Community College Trustees Annual Leadership Congress in Las Vegas, Nevada from October 9 – 12, 2023, and presented the college’s Diversity, Equity, and Inclusion agenda.
- Trustees Forte, Hammond, O’Hare, Riley, and Weinstein who joined him and President Kurtinitis at the Retiree Recognition Luncheon at Martin’s West on Wednesday, October 18.
- Trustees Forte, Hammond, Koyfman and Scheper for attending and recognizing Dr. Kurtinitis at the November 9 Daily Record’s Most Admired CEO event.
- The Trustees for attending the November 10 Ribbon Cutting Ceremony of the Wellness and Athletic Center, the unveiling of the Carole Drake Cascio Dance Studio, and the Board Retreat on the campus of CCBC Essex.

Chair Urbach announced that Trustee Moore advised his resignation from the Board at dinner, effective with this meeting of November 29, 2023. He thanked Trustee Moore for his service.

REPORT OF THE PRESIDENT

President Kurtinitis described the materials distributed to the Trustees, which included (1) Upcoming Events Listing, (2) CCBC’s Snapshot of 2023-2024 Quick Facts, (3) Information on CCBC’s Student Engagement Food Lockers, (4) Association of Community College Trustees information regarding the National Legislative Summit to be held February 4-7, 2024, (5) “Emerge” magazine, Fall 2023 issue, and (6) “Trustee Quarterly,” Fall 2023 issue.

President Kurtinitis briefed the Trustees on the following:

- For three years in a row the Community College of Baltimore County has been selected as the top winner of the best community college and ranked #68 out of two hundred Best Online Learning Schools by Newsweek.
- President Kurtinitis along with Chair Urbach, Vice Chair O’Hare and Trustees Forte, Hammond, Jackson, and Ross attended the Association of Community College Trustees Leadership Congress in Las Vegas, Nevada from October 9-12, 2023.
- Governor Moore visited the CCBC HVAC Lab on November 9, 2023 at the Catonsville campus.
- Since the last Board of Trustees Meeting, Secretary of Transportation Pete Buttigieg presented a substantial check (just under \$200,000) from the Department of Transportation to support CCBC’s CDL Program.

- The White House has asked CCBC to host a special convening to introduce the new National Director of Cyber Security. CCBC has a huge Cyber Security Program. The plan now is to host this event on the Essex campus.
- On November 10, 2023 the Ribbon Cutting of the CCBC Essex Wellness and Athletics Center was well attended by Legislative and Business partners.
- CCBC signed the eighth partnership agreement for the Degrees to Succeed Dual Admissions Program with Morgan State University this month.
- President Kurtinitis invited the Trustees to the December 10, 2023 holiday party at her home.

President Kurtinitis introduced Dr. Bradley Thompson, Department Chair of the Horticulture Program, who presented the Trustees with a beautiful white poinsettia and a brief overview of plant care.

Senate Report

President Kurtinitis invited Senate Chair Anne Chamberlain to share information about the College Senate's recent activities.

The Curriculum and Instruction Committee (CIC) recently passed two new programs, i.e., the Criminal Justice Professional Safety Certificate, which is designed for students enrolled in the Baltimore County Police Department, Maryland, Transportation Authority and Police Entrance Level Training academies. This certificate provides officers with a tangible/industry-recognizable item useful to their promotional submissions and serves as validation of their accomplishments.

The second new program passed by CIC is the Deaf Interpreter Preparation Certificate. This proposal provides curriculum specific to the training of Deaf interpreters. It mirrors much of the curriculum currently provided in CCBC's Interpreter Preparation certificate and adds new courses designed specifically for Deaf Interpreting and Deaf-Hearing team interpreting. This certificate is expected to receive nationwide interest among the Deaf community.

The Academic Standards Committee passed a revision to the Academic Renewal Policy. This policy delineates the process for a student's option to seek academic renewal for up to fifteen credits for past academic coursework after at least three continuous years of separation from the college. This policy has been a positive initiative and has benefited approximately ninety-five students.

The College Environment, Student and Community Affairs Committee (CESCA) is updating the current religious holiday exemptions policy to bring it in line with new state requirements. CESCA also invited Members of the Student Government Association (SGA) to attend its recent meeting to share concerns.

In December, the Senate expects to debate policies coming forward from the Evaluation and Professional Affairs Committees and anticipates that the Digital Accessibility Taskforce will be completing its work and forwarding policy recommendations to the Senate.

COLLEGE PRESENTATION

President Kurtinitis invited Provost and Vice President Martínez; Dr. Nicole Baird, assistant vice president, Student Affairs; Dr. Heather Griner, director of College and Community Outreach, and Ms. Dell Hagan-Rhodes, director of Student Engagement, Crissy Hoffman, assistant director, Student Engagement and Jordan Scott, student, to provide a presentation on the college's program: Addressing Food Insecurity at CCBC. CCBC is the first college in the state of Maryland to address food insecurity with food pantries on the three main campuses and a plan to open a food pantry at the Owings Mills campus soon. The college's fund-raising effort on November 28, 2023, giving Tuesday, raised \$8,260 to support the food pantries. Donations can also be made through Venmo. Students have been overwhelmingly grateful.

COMMUNICATION FROM THE PUBLIC

There were no comments from the public.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Board Chair Urbach asked Trustee Ross to report on the Academic and Student Affairs Committee meeting in Committee Chair Jackson's absence.

Trustee Ross reported that the Academic and Student Affairs Committee recommended adoption of items 1 and 2 on the Consent Agenda and minutes from the Academic and Student Affairs Committee meeting on September 27, 2023.

We heard a Sabbatical Leave Report for Academic Year 2022 to 2023 given by Kristin Duckworth, Associate Professor Mathematics, School of Mathematics and Science.

The Committee voted to recommend approval of one Lower Division Certificate, that is, the Deaf Interpreter Preparation Certificate.

The Committee heard an update on Student Achievement and Success: CCBC's Dance Program: Learning, Creating, and Moving given by Dr. Jennifer Kilbourne, Assistant Vice President; Dr. Nicole Baird, Assistant Vice President, Student Affairs; Melinda Blomquist, Coordinator, Dance and Students Rayne Smith and Naomi Muthama.

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

- Consent Agenda items 1-2.
- Approval of one Lower Division Certificate, Deaf Interpreter Preparation Certificate.

Trustee Eley made the motion. The motion was unanimously approved.

BUDGET AND FINANCE COMMITTEE

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

Committee Chair Scheper reported that the Budget and Finance Committee approved items 1 through 2 on the Consent Agenda: (1) agenda for the Budget and Finance Committee meeting on

November 29, 2023; (2) minutes from the Budget and Finance Committee meeting on September 27, 2023; (3) FY 2025 calendars; (4) grants and gifts to CCBC; (5) fiscal and facility reports, and (6) personnel items. (Items 3-6 were included as informational items and do not require board approval.)

The Committee then heard a presentation regarding the FY 2025 Capital Budget Work Session from Vice President Hopp.

The Committee then voted to recommend approval of First Day Fee Adjustments for 2024 Spring Semester.

The Committee then heard information presented by Vice President Hopp regarding the Time to Care Act Insurance Collaborative.

The Committee then voted to recommend approval of the List of Contracts and Purchases over \$150,000.

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

- Consent Agenda items 1-2.
- Approval of First Day Fee Adjustments for 2024 Spring Semester.
- Approval of contracts and purchases over \$150,000.

Vice Chair O'Hare made the motion. The motion was unanimously approved.

The Committee then heard information presented by Vice President Hopp regarding the Time to Care Act Insurance Collaborative.

The Committee then voted to recommend approval of the List of Contracts and Purchases over \$150,000.

OLD BUSINESS

Chair Urbach stated that the Final Reading of the Recommendation to Approve the Amended Board of Trustees Naming of Buildings, Programs, Endowed Chairs and Campus Locations Policy 4.08 was before the Board of Trustees. Supporting documents were included in the Trustees Board packets as Exhibit D. President Kurtinitis indicated that at the Trustees places was a mildly revised version of the Policy than what was in the Board packets. The essence of the Policy is fine; however, we will edit the same a little further prior to placing it in the Trustees Policy Manual.

Chair Urbach asked for a motion and a second to approve the amended Board of Trustees Naming of Buildings, Programs, Endowed Chairs and Campus Locations Policy 4.08. A motion was made by Trustee Lopez and seconded by Trustee Ross. The motion was unanimously approved.

NEW BUSINESS

The first item under New Business is the Request to Name the CCBC Dundalk College Community Center to The Alvin and Mary Lloyd College Center. The supporting documents are

included in the Board packet as Exhibit E, pages 120 to 122. President Kurtinitis stated that Mr. Lloyd and his family have been major contributors and stalwart supporters of CCBC for the past 40 years. Active on the CCBC Dundalk Foundation Board for 33 years, he established one of the first and largest endowments after his daughter, Marie, who was killed in an automobile accident in 2017. He established a second endowment in the name of his wife, Mary, to support Nursing Students after she passed away. Personally, Mr. Lloyd has contributed over \$300,000 to CCBC in addition to two fundraisers that he has organized for 18 years for a “Match and Win Calendar” that has brought in \$425,000 as well as a bull roast for the past 25 years that has brought in over \$300,000. Collectively, Mr. Lloyd has directed close to \$1 Million to CCBC on behalf of students.

Chair Urbach asked for a motion and a second to approve naming the CCBC Dundalk College Community Center to The Alvin and Mary Lloyd College Center. A motion was made by Trustee Weinstein and seconded by Trustee Eley. The motion was unanimously approved.

The second item under New Business was the Proposal to Designate June 19 as Juneteenth, a Holiday on the CCBC Calendar as of June 19, 2024. The supporting documents were included in the Board packet as Exhibit E, pages 123 to 125.

Chair Urbach asked for a motion and a second to approve designating June 19 as Juneteenth, a Holiday on the CCBC Calendar as of June 19, 2024. A motion was made by Trustee O’Hare and seconded by Trustee Ross. The motion was unanimously approved.

The next Board of Trustees Meeting is scheduled for January 31, 2024, at the CCBC Essex Campus.

ADJOURNMENT

With no further business, Chair Urbach asked for a motion and second to adjourn the November 29, 2023, Board of Trustees Meeting. A motion was made by Trustee Forte and seconded by Trustee Riley. The meeting was adjourned at 8:18 p.m.

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

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