

The Board of Trustees
of the
Community College of Baltimore County

Minutes

February 6, 2019
(rescheduled from January 29, 2019 due to inclement weather)

REGULAR SESSION

The Board of Trustees of the Community College of Baltimore County (CCBC) met in regular session on Wednesday, February 6, 2019 at 7:33 PM on the Dundalk campus of the Community College of Baltimore County. The following members of the Board were in attendance: Board Chair Stephen J. Nolan and Trustees Michael Ertel; Jerry Gietka; James Gresham; Eugene Leitner; Mary Margaret O'Hare; J. D. Urbach; and Rod Wittstadt. Also present were Sandra L. Kurtinitis, President; Richard H. Lilley, Vice President of Enrollment and Student Services; Melissa Hopp, Vice President of Administrative Services; Jack McLaughlin, Interim Vice President of Instruction; and Kenneth Westary, Vice President of Institutional Advancement.

INTRODUCTION

Chair Stephen Nolan welcomed and thanked everyone for attending the February 6, 2019 meeting of the Board of Trustees. He acknowledged the staff at CCBC Dundalk for hosting the meeting. He also thanked the President's Leadership Academy and Dr. Dallas Dolan and her team for attending the meeting and board activities.

CONSENT AGENDA

Chair Nolan asked for a motion to approve the Consent Agenda. A motion was made by Trustee O'Hare and seconded by Trustee Gietka. The motion was unanimously approved. The following items were adopted:

1. Agenda for the Regular Session of the February 6, 2019 Board of Trustees Meeting
2. Minutes from the November 7, 2018 Regular Session of the Board of Trustees
3. Minutes from the November 7, 2018 Executive Session of the Board of Trustees

REPORT OF THE BOARD CHAIR

Chair Nolan thanked Trustee Adams who together with him attended the President's Club Holiday Reception at the President's home in December.

Chair Nolan thanked Trustees Gietka, Urbach, and Wittstadt, who together with him attended the Daily Record ICON Award Reception to honor President Kurtinitis on December 17th.

Chair Nolan congratulated Trustee Saunders-Owings on the 20th anniversary of her company, Integrity Title.

Chair Nolan thanked Trustee Adams for attending the Strategic Planning Summit on January 9th, and for participating in the Strategic Planning Process as the Board of Trustees representative.

Chair Nolan thanked Trustees Gietka, O’Hare, and Urbach who together with him attended the Maryland Association of Community Colleges (MACC) Trustee Leadership Conference on Monday, February 4th in Annapolis.

Chair Nolan commended President Kurtinitis and college leadership for their support of students, faculty and staff who were affected by the recent federal government shut-down.

Chair Nolan then reminded Trustees that the State Ethics Commission 2018 Financial Disclosures are due April 30th.

REPORT OF THE PRESIDENT

Comments

President Sandra Kurtinitis began by highlighting some good news stories. She pointed out the items at their places which included our FY2020 Legislative Priorities piece and mentioned that the funding of the Cade formula is the most important priority, followed by the Capital Projects funding. The third priority is the College Promise program. President Kurtinitis thanked the trustees who were able to attend the MACC Legislative Reception earlier that week and encouraged trustees to use the talking points from the Legislative Priorities piece in their conversations with elected officials. President Kurtinitis reviewed information related to the college’s Strategic Planning process, explaining that the process has four major themes, including Enrollment Stabilization, Economic Stabilization, Credit/Non-Credit Integration, and Transformational Academics. Along with College Promise, CCBC Online is an important Enrollment Stabilization initiative. The college also intends to expand outreach to special populations, including military families, honors students, transfer students, international students, Early College Access, full-time students, come back degrees, and reverse transfer students. Efforts are also focused on maximizing tuition incentives, workforce training partnerships, and transfer/articulation partnerships.

Senate Report

President Kurtinitis asked Senate Chair Heather Harris to report on the recent activity of the College Senate. Senate Chair Harris reported that the five standing and four ad hoc committees of the Senate are currently working on twenty different charges, so the Senate anticipates a busy spring. A plan to review a proposal regarding *Title IX and the mandatory reporter status of faculty and staff* has been delayed due to recommendations from the Trump administration regarding changes to federal campus sexual misconduct rules; the new rules are currently undergoing a public notice and comment period followed by review by the Education Department. Once those rules have been finalized, the Senate will return to work on a CCBC policy. Work also continues on Senate recommendations for two certificate programs that are currently under review.

College Presentation

President Kurtinitis invited Vice President Kenneth Westary, along with CCBC Foundation Chair Michael Carper, to present their annual CCBC Foundation Report. The CCBC Foundation was established in 2005 to provide external funding support for the college. This group seeks

contributions from alumni, local businesses, corporations, employees, foundations and individuals to support student scholarships, cultural and curriculum development, facilities and equipment needs, and other programs and activities that benefit the college. Since FY2009, Foundation assets have grown from \$7M to \$16M in FY2018. The CCBC Foundation has held eleven successful galas, annual fundraising events that have raised \$2,798,000 and funded over 4,000 scholarships and program support.

COMMUNICATION FROM THE PUBLIC

There were no comments from the public.

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 the Budget and Finance Committee approved Items 1 through 5 on the Consent Agenda. In addition, the Committee heard information on the FY2018 Auditor's Report, presented by Vice President Hopp, and voted to recommend approval. The Committee also voted to recommend approval of the FY2020 Capital Budget. The President and Vice President Hopp then led the Committee in a Work Session on the proposed FY2020 Operating Budget. Presented for information in January, the FY2019 Operating Budget will be voted upon at the February 27, 2019 meeting. Finally, the Committee voted to recommend approval of the list of Contracts and Purchases over \$75,000 presented by Vice President Melissa Hopp.

Board Chair Nolan asked for a motion to approve the action items outlined by Committee Chair Ertel. Those items included:

- The Consent Agenda:
 1. Agenda for the February 6, 2019 Committee meeting (rescheduled from January 29, 2019);
 2. Minutes from the November 7, 2018 Budget and Finance Committee meeting;
 3. Grants and Gifts to CCBC
 4. Fiscal and Facility Reports
 5. Personnel Items
- Approval of the FY2018 Auditor's Report
- Approval of the FY2020 Capital Budget
- Approval of the list of Contracts and Purchases over \$75,000

The motion was made by Trustee Leitner and seconded by Trustee O'Hare. The motion was unanimously approved.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Board Chair Nolan asked Trustee Meg O'Hare to report on the Academic and Student Affairs Committee Meeting.

Trustee O'Hare reported that the Academic and Student Affairs Committee recommended adoption of Items 1 and 2 on the Consent Agenda. In addition, the Committee heard an update on Student Success 102 related to the Expansion of CCBC Online.

Board Chair Nolan asked for a motion to approve the action items outlined by Trustee O'Hare. Those items included:

- The Consent Agenda:
 1. Agenda for the February 6, 2019 Committee meeting (rescheduled from January 29, 2019);
 2. Minutes from the November 7, 2018 Academic and Student Affairs Committee meeting.

The motion was made by Trustee Ertel and seconded by Trustee Gresham. The motion was unanimously approved.

OLD BUSINESS

The category of Old Business included two recommendations to approve two college policies, both of which were presented for First Reading at the November 2018 Board of Trustees meeting.

The first item was a recommendation to approve two college policies on Fiscal Exigency and Reduction in Force. Chair Nolan asked for a motion and a second to approve the College Policies on Fiscal Exigency and Reduction in Force. A motion was made by Trustee O'Hare and seconded by Trustee Gietka. The motion was unanimously approved.

The second item was a recommendation to approve a College Policy on Expanding Public Safety Officer Duties. Chair Nolan asked for a motion and a second to approve the College Policy on Expanding Public Safety Officer Duties. A motion was made by Trustee Wittstadt and seconded by Trustee Urbach. The motion was unanimously approved.

NEW BUSINESS

Under New Business, a College Policy was presented for First Reading: Prohibition of Weapons on Campus. This item will be presented for approval at the February 27, 2019 Board meeting.

ADJOURNMENT

With no further business, Chair Nolan asked for a motion and second to adjourn the February 6, 2019 Board of Trustees meeting. A motion was made by Trustee Gietka and seconded by Trustee Wittstadt. The meeting adjourned at 8:39 PM.

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

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