

Board of Trustees  
of  
Community College of Baltimore County  
Regular Session  
Minutes  
February 26, 2025

The Board of Trustees of the Community College of Baltimore County met at 7:08 p.m., Wednesday, February 26, 2025, at CCBC Catonsville. The following members of the Board were present: Board Chair J. D. Urbach, Vice Chair Michelle Jackson, Trustees Kimberly Carl, Margaret Forte, Paulette G. Hammond, Dr. Irina Koyfman, Cristina Lopez, Mary Margaret O'Hare, Douglas B. Riley Esq., Kim Ross, and Dr. Richard Scheper. Also present were Dr. Sandra L. Kurtinitis, CCBC 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 Urbach called the regular session meeting to order at 7:08 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 February 26, 2025, regular session of the Board of Trustees meeting
- Recommendation to approve the minutes from the January 29, 2025, regular session of the Board of Trustees meeting

Chair Urbach asked for a motion to approve the Consent Agenda. A motion was made by Trustee Hammond and seconded by Vice Chair Jackson. The motion was unanimously approved.

**REPORT OF THE BOARD CHAIR**

Chair Urbach thanked Trustees O'Hare and Ross for attending the ACCT National Legislative Summit, held February 9-11, 2025, in Washington, D.C., along with him and President Kurtinitis.

At the Budget and Finance Committee meeting, Chair Urbach announced that this was the last meeting for Trustees Sidle and Weinstein, as their terms ended June 30, 2024. He then presented each Trustee with a CCBC sweatshirt and hat and thanked them for their service on the Board.

Chair Urbach announced that this was the last meeting for Trustee Ross, as she was appointed to the Maryland House of Delegates earlier in the week. Delegate Ross succeeds Carl Jackson in District 8, who is now Maryland Senator Jackson. Chair Urbach presented Delegate Ross with a CCBC sweatshirt and hat and thanked her for her service on the Board. Chair Urbach went on to report that Governor Moore has appointed four new Trustees to the CCBC Board.

Chair Urbach reviewed the listing of upcoming events at each Trustees' place, urging them to attend if their schedules permitted them to do so.

### **REPORT OF THE PRESIDENT**

President Kurtinitis pointed out the following handouts at each Trustees place: the Baltimore Banner article announcing CCBC's plan to establish a welding training center at CCBC Dundalk to train the welders needed to work on the new Key Bridge; the Economic Value of the Community College of Baltimore County report (prepared every five years by the community colleges) and the Executive Alliance event on March 19, 2025, celebrating the gender diversity of CCBC's Board.

President Kurtinitis shared a slide deck highlighting a series of positive college updates since the prior Board meeting: grants received by the college, events held at the college and potential new CCBC partners. President Kurtinitis shared that:

- CCBC was a finalist for the Bellwether Award again this year
- CCBC student Isaac Njoroge was selected as a 2025 Achieving the Dream Scholar
- The Global Studies Program held a weeklong seminar for 35 international professionals in the Humphrey Fellowship Fulbright Exchange Program to learn about fundraising
- Ten CCBC students attended Student Legislative Day in Annapolis to speak with our legislators
- In response to the Key Bridge collapse, CCBC received a \$95,000 PNC Foundation grant to provide training to strengthen Dundalk's small business community
- CCBC received a \$442,960 grant from the Maryland Energy Administration for rooftop solar panels for the Eustis Center for Health Professions
- CCBC received a \$475,000 grant from the Maryland Energy Administration to support offshore wind energy

President Kurtinitis invited Dr. Joaquín G. Martínez, provost and vice president of Academic and Student Affairs; Dennis Sullivan, associate professor, Business Studies; Delise White, project director, Center for Business Innovation, and student Lindsay Liu to give a presentation on "Entrepreneurship in Motion." This team organized CCBC's 12<sup>th</sup> annual business competition for potential entrepreneurs which is supported by the Ratcliffe Foundation. In the first year of the program the college awarded \$2,000 to the winners; this year's winners received a total of \$62,500. Ms. Liu shared her story of placing second in the competition and winning \$15,000.

### **COLLEGE SENATE REPORT**

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

Senate Chair Yashinski reported that the Academic Standards Committee (ASC) has revised the college's Academic Action policy, which has a three-tiered system of academic caution, academic warning, and academic restrictions.

The Professional Affairs Committee (PAC) had one additional charge regarding the Grievance policy. The Senate approved the removal of the current term limit policy.

Five new courses, twelve revised courses, eleven revised programs and a new program in cloud technology were approved on the Curriculum and Instruction Committee's February agenda.

The College Environment and Student and Community Affairs Committee (CESCA) has concluded that no action is needed to expand the use of identification badges on campus. CESCA has nearly completed their review of the college's Demonstration policy and is beginning work on a comprehensive Student Medical Leave policy.

The Senate hopes to debate the new Annual Promotion Summary and Evaluation policy in March 2025.

### **COMMUNICATION FROM THE PUBLIC**

Michael Hands, assistant professor of chemistry, spoke to the Board as a representative for the CCBC Faculty Alliance. He was joined by his associate, Trisha Kyner. He stated, "Since forming the CCBC Faculty Alliance in October 2024, we have looked forward to sitting at the table with administration to collectively bargain. We received dates to bargain last night. CCBC, like other institutions of higher education, is facing an existential crisis. As federal directives threaten to cut teaching and research missions of universities, colleges across the country with faculty unions are leading the fight to protect our most cherished values and ideals. We would like you to join us in this struggle so, together, we can speak with one voice to preserve our institution, serve our diverse student body, and pull the core principles of academic freedom and integrity. We look forward to forging a partnership, allowing us to meet the many external challenges we face and further our common ideas. Thank you."

### **BUDGET AND FINANCE COMMITTEE**

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

Trustee Scheper reported that the Budget and Finance Committee approved items 1-2 on the Consent Agenda. These included:

1. The committee meeting agenda
2. Minutes from the January 29, 2025, Budget and Finance Committee meeting

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

The committee voted to recommend approval of the following items:

- FY 2026 Operating Budget
- Contracts and purchases over \$150,000 presented by Vice President Hopp

The committee heard a presentation from Vernell Shaheed-Levrone, director of Public Safety, on the organization of CCBC's Public Safety Department.

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

- Consent Agenda items 1-2

- FY 2026 Operating Budget
- Contracts and purchases over \$150,000

Trustee O'Hare made the motion. The motion was unanimously approved.

### **ACADEMIC AND STUDENT AFFAIRS COMMITTEE**

Chair Urbach asked Committee Chair O'Hare to report on the Academic and Student Affairs Committee meeting.

Committee Chair O'Hare reported that the Academic and Student Affairs Committee recommended the adoption of items 1-2 on the Consent Agenda. These included:

1. The committee meeting agenda
2. Minutes from January 29, 2025, Academic and Student Affairs Committee meeting

The committee voted to recommend approval of the following items:

- Sabbatical leave requests presented for FY 2026
- One new associate degree in physical and health education
- One lower division certificate in cloud technology
- Two academic program revisions in the Allied Health and Network Technology programs

The committee then received an update on "Student Achievement and Success: Degrees to Succeed: Supporting Student Retention and Completion through a Dual Admissions Model," given by Dr. Joaquín G. Martínez, provost and vice president of Academic and Student Affairs; Dr. Jennifer Kilbourne, assistant vice president, Academic Affairs and Dr. Nicole Baird, assistant vice president, Student Affairs.

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

- Consent Agenda items 1-2
- Sabbatical leave requests presented for FY 2026
- One new associate degree in physical and health education
- One lower division certificate in cloud technology
- Two academic program revisions in the Allied Health and Network Technology programs

Trustee Koyfman made a motion to approve Consent Agenda items 1 and 2, sabbatical leave requests presented for FY 2026, one new associate of degree in physical and health education, one lower division certificate in cloud technology, two academic program revisions in the Allied Health and Network Technology programs. The motion was unanimously approved.

### **OLD BUSINESS**

There is no old business to report.

### **NEW BUSINESS**

Chair Urbach introduced Trustee Riley as chair of the Board of Trustees Ad Hoc Committee regarding the Trustees Policy Manual. He presented the first reading of Sections 7, 8 and 9 of the Trustees Policy Manual. Committee Chair Riley summarized the editorial changes to Section 8 with guidance from Vice President Westary of Institutional Advancement. Section 9 is brief and relates to the Student Life policy.

Committee Chair Riley then addressed Section 7 which deals with substance abuse, including marijuana use on campus. He referenced an errata sheet which renumbers the policies. Although most of the revisions are editorial corrections and updates, he also referenced a passage in Section 7.10 for which he wished to propose a substantive change regarding the behavior of Public Safety Officers when interviewing students or college employees. As there was no consensus around this item, Committee Chair Riley proposed that he would prepare and submit an amendment to the proposal at the April 30, 2025 Board of Trustees meeting.

Chair Urbach announced the next board meeting of the Trustees is scheduled for April 30, 2025, at the Dundalk campus.

### **ADJOURNMENT**

With no further business, Chair Urbach asked for a motion and second to adjourn the February 26, 2025, Board of Trustees meeting. A motion was made by Trustee Carl and seconded by Vice Chair Jackson. The meeting was adjourned at 7:59 p.m.

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

:gkr  
4/22/25

