Board of Trustees
of
Community College of Baltimore County

Regular Session

Minutes

June 10, 2026

The Board of Trustees of the Community College of Baltimore County met at 7:05 p.m., Wednesday, June 10, 2026, at CCBC Essex. The following members of the Board were present: Board Chair Richard A. Scheper, Vice Chair Michelle Jackson, Trustees Kimberly Carl, Michael Crowder, Margaret Forté, Dr. Irina Koyfman, Cristina Lopez, Charles McDaniels, Douglas B. Riley Esq., and J. D. Urbach. 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; Matthew Lang, interim 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 7:03 p.m. He presented the Consent Agenda and asked if there were any objections to the agenda. With no objections, the following items were adopted:

- Recommendation to approve the agenda for June 10, 2026, regular session of the Board of Trustees meeting.
- Recommendation to approve the minutes from April 29, 2026, regular session of the Board of Trustees meeting.
- Recommendation to approve the minutes from April 29, 2026, executive session of the Board of Trustees meeting.

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

REPORT OF THE BOARD CHAIR

Chair Scheper briefly reviewed the college's upcoming events which include:

- June 18, 2026 - Wine Down – 6-8 p.m. – CCBC Catonsville Hilton Center
- September 24, 2026 – Board of Trustees Appreciation Reception for the Foundation Board – 6-7:30 p.m. – Essex Campus – Location to be determined.
- October 20, 2026 – Retirees Luncheon – 11:30 a.m. – 1 p.m. – Sparrows Point Country Club
- October 21-24, 2026 – ACCT Leadership Congress – Chicago, Illinois

Chair Scheper pointed out that the full listing of FY 2027 Board of Trustees Meetings was in the Trustees' folders at their seats. He asked the Trustees to be sure to note the meetings on their calendars.

Chair Scheper announced that Trustees Barilone and McDaniels have been reappointed by Governor Moore's office to serve a second term of five years beginning July 1, 2026 through June 30, 2031.

Chair Scheper thanked the following Trustees:

- Trustee Forte for attending Vice President Michael Netzer's retirement celebration on May 6, 2026.

- Trustees Barilone, Forté, McDaniels, and Urbach for attending the May 7, 2026 Scholarship Luncheon along with him and President Kurtinitis.

- Vice Chair Jackson for standing in for him at the May 21, 2026, Emeritus Induction Ceremony and Trustees Forté, McDaniels, and Riley for representing the Board at the ceremony and reception with President Kurtinitis.

- Trustees Barilone, Crowder, Forté, Lopez, and Urbach for joining him and President Kurtinitis on the platform at Commencement on May 31, 2026.

Chair Scheper and President Kurtinitis recognized Trustee J. D. Urbach upon the completion of his Board service effective June 30, 2026. Trustee Urbach was commended for his ten years of distinguished service, including his tenure as Board Chair from 2021 to 2025. In recognition of his service and contributions to CCBC, the Board conferred upon him the honorary title of Trustee Emeritus and presented him with crystal bookends.

Chair Scheper also recognized Trustee Emeritus Mary Margaret "Meg" O'Hare, whose Trustee Emeritus status was conferred at her final Board meeting on June 11, 2025. Trustee O'Hare was acknowledged for her ten years of dedicated service to the College, including her leadership as Vice Chair, Chair of the Academic Committee, and advocate for student success, diversity, equity, and inclusion initiatives. She was presented with crystal bookends in appreciation of her service.

Chair Scheper thanked Trustee Koyfman for her service on the Board. Trustee Koyfman, whose term concluded June 30, 2026, was recognized for her contributions to the College and presented with a planter arrangement in appreciation of her service.

REPORT OF THE PRESIDENT

President Kurtinitis began her report by drawing attention to the handouts placed at each Trustees seat which included the FY 2027 Schedule of Board of Trustees meetings. She thanked the Board for being such amazing trustees and good leaders.

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.

- May 31, 2026, Commencement was an amazing day for the students and staff. There were 2,148 graduates, which is 500 more than last year.
- She has given 32 speeches since May 1, 2026. There were events every day up to May 31, 2026.
- President's Distinguished Graduate Sanjana Gaddam and Honors College Director Adrianne Washington spoke briefly. Sanjana is one of two Jack Kent Cooke Scholars who will be attending Georgetown University in August.
- Adrienne Washington updated the Board on the Inaugural Partners in Peace Congress, held in Oslo, Norway in May 2026. While in Norway, she presented the work of the CCBC Honors College and participated in charity work. She has been asked to serve on a committee to help develop experiences with the Nobel Peace Center.

President Kurtinitis invited Joaquín G. Martínez, provost and vice president of Academic and Student Affairs, and Professor Evan Balkan to the presenters' table.

Provost Martínez provided background on the College's endowed teaching chair initiative, noting that the program was established three years ago following a recommendation to create endowed teaching chairs at CCBC. Through the generous support of donors, the College launched two endowed teaching chairs: one supported through funding from CCBC and the Kahlert Foundation for the School of Health Professions, and a second established in memory of former Vice President of Instruction Mark McColloch. He introduced Professor Evan Balkan as the inaugural recipient of the McColloch Memorial Endowed Teaching Chair.

Professor Balkan presented an overview of Compass Press; a publishing initiative developed through the Endowed Teaching Chair Award Program. He described the origins, mission, and accomplishments of the project and explained that Compass Press makes CCBC the only community college in the nation to operate a university-style publishing press. The initiative provides faculty and students with opportunities to participate in the literary publishing process while supporting both emerging and established authors. Faculty and student reviewers play an active role in manuscript selection and evaluation.

Professor Balkan further explained that Compass Press is supported through a multi-year commitment from the CCBC Foundation and advances the College's commitment to creativity, scholarship, and community engagement. He noted that the press is expected to publish one to two works annually. The first publication has been completed, a second book, a collection of prose poems, is scheduled for release in the coming months, and work has begun on a third publication. He stated that the long-term goal is to publish at least one book each year.

The presentation also highlighted the collaborative partnership among Academic Affairs, the CCBC Foundation, faculty, students, and the College's Marketing and Communications team in bringing the initiative to fruition. Trustees thanked Professor Balkan for his presentation and congratulated him on the success of the program.

COLLEGE SENATE REPORT

President Kurtinitis invited Senate Chair Matthew Palumbo to the Presenter's Table. Senate Chair Palumbo reported on several policy actions and recommendations considered during the 2025-2026 academic year.

He reported that revisions to the Common Course Outline Policy were approved effective July 1, 2026, to clarify the role of the faculty convener in the curriculum process.

Senate Chair Palumbo also reported updates to Senate Policy #22-09, Course Format Definitions, which modernize course modality definitions, align with remote proctoring guidelines, and reflect current instructional practices. With the concurrence of the vice presidents, President Kurtinitis approved the revisions and noted that the definitions will be revisited in December 2026 following further implementation.

Senate Chair Palumbo further reported on proposed Middle States Use of Artificial Intelligence Policy and Procedures, including recommendations to establish a collegewide AI Taskforce to support compliance, develop standards for the ethical use of AI, and provide ongoing recommendations to the Executive Team. With the concurrence of the vice presidents, President Kurtinitis approved the recommendations and supported moving forward with planning and taskforce membership.

In closing, Senate Chair Palumbo expressed appreciation for the opportunity to serve during the 2025-2026 academic year and announced his reelection by unanimous consent to continue serving as Senate Chair for the 2026-2027 academic year.

COMMUNICATION FROM THE PUBLIC

There were no comments from the public.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Chair Scheper asked Committee Chair Lopez to provide the report on the Academic and Student Affairs Committee.

Committee Chair Lopez 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 April 29, 2026

Committee Chair Lopez reported that the Academic and Student Affairs Committee recommended the approval of CCBC's FY 2027 Cultural Diversity Report for Submission to the Maryland Higher Education Commission.

In addition, the Committee voted to recommend approval of six academic programs, to include:

Science and Mathematics
Computer Science
Construction Management
Digital Media Production
Legal Studies
Sustainable Horticulture

The Committee heard a presentation from Dr. Joaquin Martinez, provost, and vice president, and Dr. Jennifer Kilbourne, assistant vice president of Academic Affairs, where they presented the Digital Media Production Program as recipient of the 2025-2026 CCBC Program of the Year.

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

- Committee Meeting Agenda
- Minutes from the Academic and Student Affairs Committee meeting of April 29, 2026
- Approval of six academic programs, including:

  - Science and Mathematics
  - Computer Science
  - Construction Management
  - Digital Media Production
  - Legal Studies
  - Sustainable Horticulture

- CCBC's FY 2027 Cultural Diversity Report for Submission to the Maryland Higher Education Commission.

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

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- Approval of six academic programs, including:

  - Science and Mathematics
  - Computer Science
  - Construction Management
  - Digital Media Production
  - Legal Studies
  - Sustainable Horticulture

Trustee Lopez made a motion to approve Consent Agenda Items 1 and 2, six academic programs, and CCBC's FY 2027 Cultural Diversity Report for Submission to the Maryland Higher Education Commission.

BUDGET AND FINANCE COMMITTEE

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

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

1. Committee Meeting Agenda
2. Minutes from April 29, 2026, 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:

- Final FY 2027 Operating and Capital Budgets
- Submission of the FY 2028 Capital Budget Request to the State of Maryland (including the adoption of the Resolution)
- Complete Fiscal Year and Actions: (1) Theater Projects and (2) Baltimore County College Promise Funding
- Contracts and purchases over $199,999
- FY 2027 Salary Policy for all Employees
- Ratification of the Agreement with the American Federation of State, County and Municipal Employees (AFSCME), Council 3
- Ratification of the Agreement with the United Academics of Maryland AFT-AAUP, Local 6628

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- Complete Fiscal Year and Actions: (1) Theater Projects and (2) Baltimore County College Promise Funding
- Contracts and purchases over $199,999
- FY 2027 Salary Policy for all Employees

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

Chair Scheper asked for a motion of the Ratification of the Agreement with the American Federation of State, County and Municipal Employees (AFSCME), Council 3.

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

Chair Scheper asked for a motion of the Ratification of the Agreement with the United Academics of Maryland AFT-AAUP, Local 6628

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

NEW BUSINESS

Chair Scheper stated that extending the date of the first item under New Business is the Recommendation to Approve a one-year extension to the college's Strategic Plan FY 2024-2027 to FY 2028. President Kurtinitis presented information to support the approval of the extension.

Chair Scheper asked for a motion to approve the extension of the Strategic Plan to FY 2028. A motion was made by Trustee McDaniels and seconded by Trustee Crowder. The motion was unanimously approved.

Chair Scheper asked Trustee McDaniels to present the recommendation of the Ad Hoc Nominating Committee's suggested slate of officers.

Trustee McDaniels stated that the ad hoc committee recommends that the Board of Trustees of the Community College of Baltimore County approve the recommendation of the Nominating Committee to elect the chair and vice chair for the CCBC Board of Trustees for the 2026-2027 academic year. The committee recommended Dr. Richard A. Scheper to serve as chair and L. Michelle Jackson as vice chair for the 2026-2027 academic year.

Chair Scheper asked for a motion to accept the Nominating Committee's slate of officers. A motion was made by Trustee Forté. The motion was unanimously approved.

Chair Scheper reported that the ad hoc committee on the President's FY 2026 Performance Review recommends that the Board of Trustees of the Community College of Baltimore County approve the committee's recommendation of the president's annual performance review as shared in Executive Session.

Chair Scheper asked for a motion to approve the recommendation of the President's Performance Review Committee. A motion to approve the recommendation was made by Trustee Lopez. The motion was unanimously approved.

Chair Scheper announced that the Board of Trustees Appreciation Reception for the Foundation Board will take place on September 24, 2026, and he hopes that everyone can attend. He further announced that the next board meeting of the Trustees is scheduled for September 30, 2026, at the Catonsville campus.

ADJOURNMENT

With no further business, Chair Scheper asked for a motion and second to adjourn the June 10, 2026, Board of Trustees meeting. A motion was made by Trustee Urbach and seconded by Trustee McDaniels. The meeting adjourned at 8:21 p.m.

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

:gkr
9/23/26