

Board of Trustees  
of  
Community College of Baltimore County

Regular Session

Minutes

January 28, 2026

The Board of Trustees of the Community College of Baltimore County met at 7:00 p.m., Wednesday, January 28, 2026, at CCBC Essex. The following members of the Board were present: Board Chair Richard A. Scheper, Ph.D., Vice Chair L. Michelle Jackson (virtually), Trustees Sophia Barilone, Michael Crowder, Margaret Forte, Irina Koyfman, Cristina Lopez, 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 January 28, 2026, regular session of the Board of Trustees meeting.
- Recommendation to approve the minutes of November 19, 2025, 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 Urbach and seconded by Vice Chair Jackson. The motion was unanimously approved.

**REPORT OF THE BOARD CHAIR**

Chair Scheper thanked Trustees Barilone, Crowder, Fielding, Forte and Jackson for attending the Legislative Luncheon on December 5, 2025.

Chair Scheper thanked Trustees Barilone, Forte, Koyfman and Lopez for attending Dr. Kurtinitis President's Club holiday reception at her home on December 7, 2025.

Chair Scheper thanked Trustees Barilone, Forte, Jackson, Koyfman, Lopez, McDaniels, Riley, and Urbach for virtually attending the January 26, 2026 Maryland Association of Community Colleges Trustee Leadership Conference with Dr. Kurtinitis.

Chair Scheper 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 presented updates on recent college achievements, including new grants, campus events, and potential partners. She thanked Trustees Barilone, Forte, Jackson, Koyfman, Lopez, McDaniels, Riley, and Urbach for joining her at the MACC Trustee Leadership Conference on January 26, 2026. She announced that Jovian Concepts, Chair Scheper's company, was named a top Baltimore workplace and shared an update from Issac Njoroge, the 2025 Distinguished Graduate.

The President stated that CCBC's FY 2026 enrollment reached 107.7% of the Base Budget and 102.5% of the Stretch Budget. She highlighted the value of CCBC Tuition-free and the cost advantages of completing two years at CCBC before transferring. The Cade Funding Formula is supported at \$2 million in the Governor's Budget.

The President's Club marked its 15th anniversary, raising \$631,663 from 292 members. CCBC's major campaign exceeded its \$51M goal, raising \$70M. CCBC was also selected as one of ten colleges to receive Metallica-sponsored short-term training support for the CDL program.

Finally, President Kurtinitis reported on the proposed restructuring of CCBC's Board of Trustees tied to changes in Councilmanic Districts, aiming for an eleven-member Board.

President Kurtinitis invited Vice President Westary, Institutional Advancement, and Foundation Board Vice Chair Kimberly Schwenk to provide an update on the activities of the Community College of Baltimore County Foundation, Inc. Vice Chair Schwenk reported that the Foundation raised \$5,452,784 in FY 2025 and awarded \$1,140,302 in scholarships to 1,220 students, with an average award of \$934.67. She also reported:

- \$324,832 in Alumni Giving from 359 Alumni was raised.
- \$631,663 from 297 members of the President's Club was raised.
- The \$51 million Bridge to Success Campaign concluded with the sum of \$70 million.

Vice President Westary reported that this year's 19<sup>th</sup> Annual Gala theme is "Wow! Celebrating Bold Ideas and Boundless Futures" to be held on April 11, 2026, at Martin's West, and will highlight the generosity and impact of the college's donors.

## **COLLEGE SENATE REPORT**

President Kurtinitis invited Senate Chair Matthew Palumbo to share information about the College Senate's recent activities. He reported that since the last meeting in November, 2025, the Senate committees and subcommittees have held approximately eighteen meetings and passed seven new policies through shared governance.

Senate Chair Palumbo reported that following the Board of Trustee's January 14, 2025 comprehensive policy manual review, the Professional Affairs Committee reviewed the associated charge and proposed revisions. The Senate approved the proposal in November, 2025 which was presented to Senior Staff on December 2, 2025. This Employee Grievance Procedure policy appears in the Board packet on pages 119–121 for first reading. The proposed revision

streamlines the recusal process by allowing grievance committees to vote internally on recusals, supporting efficiency and confidentiality. He further reported that the Grievance Committee Elections were held. A total of twenty-six faculty and staff nominations were received for seven open positions, reflecting a significant increase in participation compared to previous years.

Regarding the Air Traffic Control Enhanced Collegiate Training Initiative Certificate the Senate approved the new selective-admissions program, which provides a direct employment pathway into the FAA without requiring attendance at the FAA Academy.

Senate Chair Palumbo reported that on Monday, January 26, 2026, the Senate also approved three new policies that will move to Senior Staff next week: (1) Digital Content Accessibility Compliance, (2) Proctored Portions of Online Courses, and (3) Grading Policy Revisions.

### **COMMUNICATION FROM THE PUBLIC**

Three individuals addressed the Board of Trustees: Austin Kingston (speaking on behalf of Karen Beck, Clinical Coordinator, Histotechnology/Medical Lab Tech), Sandra Tavegia, Associate Professor of Information Technology, and Greg Sevik, Assistant Professor of English. They shared that it has been over a year since the faculty union contract process began, noted a lack of progress from administration, and expressed growing faculty discouragement. They emphasized that a completed contract would allow faculty to refocus on students and urged CCBC to finalize the agreement.

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

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

Committee Chair Lopez reported that the Academic and Student Affairs Committee recommended the adoption of Items 1 and 2 on the Consent Agenda and minutes from the Academic and Student Affairs Committee meeting on November 19, 2025.

The committee voted to recommend approval of a Lower Division Certificate (LDC) in Air Traffic Control Enhanced Collegiate Training Initiative (ATC-ECTI).

We heard an update on Student Achievement and Success: From Need to Joy: The Story of The Shop at DCCBC: presented by Dr. Joaquín G. Martínez, provost and vice president of Academic and Student Affairs; Kyle V. Goehner, assistant dean of Student Achievement and Success, Barbara Long-Bonadio, administrative support assistant II, Office of Academic Affairs, and student Benedict Kragbe III.

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

- Consent Agenda Items 1 and 2
- A Lower Division Certificate (LDC) in Air Traffic Control Enhanced Collegiate Training Initiative (ATC-ECTI)

Trustee Lopez made a motion to approve Consent Agenda Items 1 and 2, and a Lower Division Certificate (LDC) in Air Traffic Control Enhanced Collegiate Training Initiative (ATC-ECTI). The motion was unanimously approved.

### **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 November 19, 2025 Budget and Finance Committee Meeting
3. Grants & Gifts to CCBC
4. Fiscal and Facility Reports
  - a. Construction Status Report
  - b. Change Order 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 November 19, 2025 Budget and Finance Committee Meeting
- FY 2025 Auditor's Report presented by SB & Company.
- FY 2027 Capital Budget and FY 2028/2029 Biennial Capital Plan
- Contracts and purchases of over \$200,000

The Committee participated in an Operating Budget Work Session presented by President Kurtinitis and Vice President Hopp on the Proposed FY 2027 Operating Budget.

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

- Committee Meeting Agenda
- Minutes from November 19, 2025 Budget and Finance Committee Meeting
- FY 2025 Auditor's Report presented by SB & Company.
- FY 2027 Capital Budget and FY 2028/2029 Biennial Capital Plan
- Contracts and purchases of over \$200,000

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

### **OLD BUSINESS**

Vice President Hopp presented the final reading of Board of Trustees Policy Section 7.12 Immigration Enforcement of the Trustees Policy Manual for approval.

Chair Scheper asked for a motion to accept Section 7.12 Immigration Enforcement of the Trustees Policy Manual. A motion was made by Trustee Riley and seconded by Trustee McDaniels. The motion was unanimously approved.

### **NEW BUSINESS**

Vice President Hopp presented the first reading of Board of Trustees Policy Sections 2.07.D.2., a., b., c., d. Employee grievance procedure for faculty, administrators, professionals, and non-represented employees. The President and Vice President Hopp gave a brief update on the recommendation. This modification will be considered for action at the February 25, 2026, Board of Trustees meeting.

Chair Scheper announced the next board meeting of the Trustees is scheduled for February 25, 2026, at the Catonsville campus.

### **ADJOURNMENT**

With no further business, Chair Scheper asked for a motion and second to adjourn the January 28, 2026, Board of Trustees meeting. The motion was made by Trustee Barilone and seconded by Trustee Crowder. The meeting was adjourned at 7:55 p.m.

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

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