

The Board of Trustees
of
The Community College of Baltimore County

Minutes

February 26, 2014

REGULAR SESSION

The Board of Trustees of the Community College of Baltimore County (CCBC) met in regular session on Wednesday, February 26, 2014 at 7:02 PM on the Catonsville campus of the Community College of Baltimore County. The following members of the Board were in attendance: Stephen J. Nolan, Esq., Vice Chair; and Trustees Sheldon Caplis; Dorothy E. Foos; H. Scott Gehring; Linda C. Goldberg; James Gresham; Warren Hayman; Wayne McDowell; Gloria McJilton; Gloria Nelson; and Patricia Norman. Also present were Sandra L. Kurtinitis, President; Mark D. McColloch, Vice President of Instruction; Richard H. Lilley, Vice President of Enrollment and Student Services; Melissa Hopp, Vice President of Administrative Services; Kenneth Westary, Vice President of Institutional Advancement; and guest Dr. Michael Ehrlinger, College Senate President; along with members of the faculty and staff of the College.

INTRODUCTION

Vice Chair Stephen Nolan welcomed and thanked everyone for attending the February meeting of the Board of Trustees. He acknowledged the staff at CCBC Catonsville for hosting the meeting.

AGENDA

Vice Chair Nolan asked for a motion and second to approve the February 26, 2014 agenda. The motion to approve the February 26, 2014 agenda was made by Trustee McJilton and seconded by Trustee Norman. The motion was unanimously approved.

MINUTES

Vice Chair Nolan asked for a motion and second to approve the January 22, 2014 meeting minutes. A motion for approval of the January 22, 2014 meeting minutes was made by Trustee Foos and seconded by Trustee McDowell. The motion was unanimously approved.

REPORT OF THE BOARD CHAIR

Vice Chair Nolan thanked Trustee Caplis, who attended the Bellwether Futures Assembly and participated in the presentation on financial literacy with President Kurtinitis, Ms. Susan Delker, and Ms. Sonya Caesar. The presentation won the award in the Instructional Programming and Services category. Trustee Caplis is owed a great deal of thanks for Citi's support of CCBC's financial literacy program.

Vice Chair Nolan thanked Trustees Foos and Ertel, who along with himself attended the MACC (Maryland Association of Community Colleges) Trustee Leadership Conference and Legislative Reception on February 3.

Vice Chair Nolan thanked Trustee Hayman, who attended the ACCT National Legislative Summit in Washington, DC, February 11-13. Dr. Hayman suggested that there may be other conferences that may be more beneficial for us to attend than this one, given our proximity to Washington, DC and our interactions with legislators in other contexts throughout the year.

Vice Chair Nolan thanked Trustee Nelson, who along with himself attended the President's Distinguished African American Lecture Series featuring Byron Pitts on February 20 at CCBC Essex. He also thanked Dr. Larry Coleman for bringing Mr. Pitts to our campus. Trustee Nelson shared that he was very effective at connecting with the students and had a great success story to share with the audience. Trustee Nolan shared that part of Mr. Pitts' inspirational message was that students can and should encourage and support each other.

Vice Chair Nolan asked Vice President Ken Westary to provide an update on the progress in establishing the Charles E. Kountz Jr. memorial scholarship fund. Vice President Westary shared that we were \$950 dollars away from our goal of \$10,000 and requested that anyone intending to donate please make their contributions to help us reach our goal.

Vice Chair Nolan highlighted some important upcoming events, including the Annual Legislative Luncheon on March 11, the Gala on April 5, the County Council Reception on April 7, and the next Board of Trustees meeting on April 9 at CCBC Dundalk.

REPORT OF THE PRESIDENT

Comments

President Sandra Kurtinitis mentioned the ACCT conference coming up next fall in Chicago, and asked trustees to let Sheila FitzGerald know if they are interested in attending; we typically send five trustees to this conference; if more wish to attend, the Chair determines the attendees. President Kurtinitis also mentioned that ACCT Awards Nominations are due in June 2014; last year we submitted a nomination and should consider doing so again this year.

President Sandra Kurtinitis acknowledged Dr. Mark McColloch's comments about the Achieving the Dream conference, which he made during the Academic and Student Affairs Committee meeting. The Presidents' Sessions at the Achieving the Dream Conference focused on two areas: a commitment to the White House Summit and an emphasis on Culturally Responsive Teaching. The Achieving the Dream initiative celebrated its ten year anniversary and has crafted a new strategic plan; in it they identify degrees, certificates, transfer, and workplace certifications as four areas of completion, which is an approach to completion that CCBC has promoted for a long time.

President Kurtinitis shared several slides, some demonstrating the college's efforts to match enrollment to budget, as well as several related to our FY '15 Legislative Agenda.

Senate Report

Dr. Michael Ehrlinger, President of the College Senate, reported that at the most recent College Senate meeting, a number of curriculum proposals were approved. The College Senate is gearing up for a busy semester of curriculum revisions, many based on the new General Education proposals to be discussed next month.

College Presentation

Ken Westary, Vice President of Institutional Advancement, and Ann-Marie Thornton, Director of Alumni Relations, offered a presentation entitled **Strategies to Grow the Alumni Program at CCBC**. CCBC's strategy includes promoting understanding, building relationships and commitment, creating a culture of giving, and fostering lifelong relationships with alumni. Informing them of the college's activities and directly involving them in events are effective ways to increase engagement and participation as well.

COMMUNICATION FROM THE PUBLIC

There were no comments from the public.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Trustee Linda Goldberg reported that the Academic and Student Affairs Committee recommended approval of the February 26, 2014 Academic and Student Affairs Committee Agenda and minutes from the January 22, 2014 Academic and Student Affairs Committee meeting. A motion to approve the Academic and Student Affairs Committee agenda and January 22, 2014 minutes was made by Trustee Gresham and seconded by Trustee Gehring. The motion was unanimously approved.

Trustee Goldberg also reported that the Committee recommended approval of 13 sabbatical leave requests. A recommendation to consider approval of the 13 sabbatical leave requests was made by Trustee Caplis and seconded by Trustee Foos. The motion was unanimously approved.

The Committee also recommended approval of a CPA Exam Qualification Certificate. A recommendation to consider approval of the new instructional program was made by Trustee Nelson and seconded by Trustee McDowell. The motion was unanimously approved.

BUDGET AND FINANCE COMMITTEE

Vice Chair Nolan asked Vice President Hopp to present the action items of the Budget and Finance Committee for approval. Vice President Hopp presented the Budget and Finance Committee items for the Board's approval in summary format:

- Agenda for the February 26, 2014 meeting;
- Minutes from the January 22, 2014 Budget and Finance Committee meeting;
- Recommendation to approve the FY 2015 Operating Budget and Tuition and Fee Schedule;
- Recommendation to approve contracts and purchases which included:
 - Dvorak, LLC for theatre lighting system renovations at the CCBC Catonsville Center for the Arts in the amount of \$577,117.
 - One contract and purchase under \$75,000, to Lighthouse Industries, Inc.

Vice Chair Nolan asked for a motion to approve the Budget and Finance Committee action items. A motion to approve the Budget and Finance Committee action items was made by Trustee McJilton and seconded by Trustee Caplis. The motion was unanimously approved.

OLD BUSINESS

Vice Chair Nolan asked for a recommendation to approve the Amendment to the Smoking and Tobacco Free Policy, which was presented previously at the January 2014 meeting for a First Reading. A motion to approve the recommendation was made by Trustee Goldberg and seconded by Trustee Caplis. The motion was unanimously approved.

ADJOURNMENT

With no further business, Vice Chair Nolan asked for a motion and second to adjourn the February 26, 2014 Board of Trustees meeting. A motion was made by Trustee Gehring and seconded by Trustee Norman. The meeting adjourned at 8:25 PM.

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

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