

The Board of Trustees
of
The Community College of Baltimore County

Minutes

January 22, 2014

REGULAR SESSION

The Board of Trustees of the Community College of Baltimore County (CCBC) met in regular session on Wednesday, January 22, 2014 at 7:05 PM on the Essex campus of the Community College of Baltimore County. The following members of the Board were in attendance: Barbara Kerr Howe, Board Chair and Trustees Sheldon Caplis; Michael P. Ertel, Sr.; Dorothy E. Foos; Linda C. Goldberg; Gloria Nelson; and Stephen J. Nolan, Esq. Also present were Sandra L. Kurtinitis, President; Mark D. McColloch, Vice President of Instruction; Melissa Hopp, Vice President of Administrative Services; Kenneth Westary, Vice President of Institutional Advancement; and guests, Dr. Michael Ehrlinger, College Senate President; and Richard Yaffe, CCBC Foundation President; along with members of the faculty and staff of the College.

INTRODUCTION

Board Chair Barbara Howe welcomed and thanked everyone for attending the January meeting of the Board of Trustees. She acknowledged the staff at CCBC Essex for hosting the meeting.

AGENDA

Chair Howe asked for a motion and second to approve the January 22, 2014 agenda. The motion to approve the January 22, 2014 agenda was made by Trustee Goldberg and seconded by Trustee Foos. The motion was unanimously approved.

MINUTES

Chair Howe asked for a motion and second to approve the November 13, 2013 Regular Session and Executive Session meeting minutes. A motion for approval of the November 13, 2013 Regular and Executive Session meeting minutes was made by Trustee Nolan and seconded by Trustee Nelson. The motion was unanimously approved.

REPORT OF THE BOARD CHAIR

Chair Howe thanked Trustees Caplis, Foos, Goldberg and Nolan who attended the President's Club Holiday Reception on December 15, 2013.

Chair Howe highlighted some upcoming events, including: the Maryland Association of Community Colleges (MACC) Trustee Leadership Conference and Legislative Reception on February 3; the Association of Community College Trustees (ACCT) National Legislative Summit February 11-13; and the President's Distinguished African American Lecture Series on February 20.

Chair Howe presented a Posthumous Honor for Service to Trustee Charles Kountz. He served on the Board of Trustees from 2000 to 2014. Chair Howe and President Kurtinitis presented a formal Resolution recognizing his service, which was accepted by his wife Elizabeth Kountz. Chair Howe announced that the college has established an endowment scholarship in his honor, to be known as the Charles E. Kountz, Jr. Memorial Scholarship. This memorial recognition is a fitting tribute for Charlie, who cared so much about this institution and its students.

REPORT OF THE PRESIDENT

Comments

President Sandra Kurtinitis acknowledged the Enrollment and Student Services Leadership Seminar group, who are participants in a year-long leadership seminar.

President Kurtinitis invited faculty member Robert Creamer to speak to the Board of Trustees about his calendar, Intimate Blooms. Professor Creamer described his process of using a scanner to create the three-dimensional images in his calendar. President Kurtinitis acknowledged Professor Creamer's talent as a special gift to the students lucky enough to come under his tutelage.

President Kurtinitis shared a recorded interview with Tim Tooten, Education Reporter for WBAL TV11 News, featuring the White House Education Summit and the commitment that CCBC made to President Obama.

President Kurtinitis showed several slides presented at the Teaching Learning Fair, focusing on enrollment stabilization as well as some of the college's new promotional videos.

Senate Report

Dr. Michael Ehrlinger, President of the College Senate, shared an Executive Summary of Senate Activities for 2013. The Senate considered a wide variety of issues, suggestions, and concerns from all over the college in the past year, while asking the key question of whether the issue can be addressed with a policy.

College Presentation

Ken Westary, Vice President of Institutional Advancement, and Richard Yaffe, President of the CCBC Foundation, presented a report on the organization of the Foundation and an update on its activities.

COMMUNICATION FROM THE PUBLIC

There were no comments from the public.

BUDGET AND FINANCE COMMITTEE

Chair Howe 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 January 22, 2014 meeting;
- Minutes from the November 13, 2013 Budget and Finance Committee meeting;
- Recommendation to approve the FY 2015 Capital Budget;
- Recommendation to accept the FY2013 Auditor's Report;
- Contracts and purchases over \$75,000 which included:
 - Oracle in an amount not to exceed \$364,371 for annual maintenance and 24/7 support of the Banner system
 - Change Order to iFactory in an amount not to exceed \$117,398 for additional web design and development
 - Select Event Group in an amount not to exceed \$106,035 for commencement equipment and services
 - FieldTurf USA in the amount of \$194,940 for resurfacing of the gymnasium floor at CCBC Catonsville
- 7 contracts and purchases under \$75,000

Chair Howe 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 Ertel and seconded by Trustee Nelson. The motion was unanimously approved.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Chair Howe asked Trustee Linda Goldberg to present the action items of the Academic and Student Affairs Committee for approval. Trustee Goldberg recommended approval of the January 22, 2014 Academic and Student Affairs Committee Agenda and minutes from the November 13, 2013 Academic and Student Affairs Committee meeting. Chair Howe asked for a motion to approve the Academic and Student Affairs Committee action items. A motion to approve the Academic and Student Affairs Committee agenda and November 2013 minutes was made by Trustee Foos and seconded by Trustee Ertel. The motion was unanimously approved.

OLD BUSINESS

Chair Howe asked for a recommendation to approve two proposed college policies: 1) Employee Grievance Procedure; and 2) Board of Trustees as the College Board of Appeals. A motion was made by Trustee Caplis and seconded by Trustee Ertel. The motion was unanimously approved.

NEW BUSINESS

Trustee Foos was asked to read the recommendation of the Nominating Committee to fill the office of the Vice Chair of the CCBC Board of Trustees. Trustee Stephen Nolan was nominated to fill the office; a motion to approve the recommendation was made by Trustee Goldberg and seconded by Trustee Ertel. The motion was unanimously approved.

Dr. Kurtinitis presented for “first reading” a proposed amendment to the CCBC Smoking and Tobacco Free Policy. The recommendation to approve the proposed college policy will be presented at the February, 2014 meeting.

ADJOURNMENT

With no further business, Chair Howe adjourned the meeting at 8:05 PM.

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

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