

The Board of Trustees
of the
Community College of Baltimore County

Minutes

November 16, 2016

REGULAR SESSION

The Board of Trustees of the Community College of Baltimore County (CCBC) met in regular session on Wednesday, November 16, 2016 at 6:32 PM on the Essex campus of the Community College of Baltimore County. The following members of the Board were in attendance: Board Chair Stephen J. Nolan and Trustees Sheldon Caplis; Walter Clary; Michael Ertel; Ernest Hill; Gloria McJilton; Gloria Nelson; and Richard Yaffe. Also present were Sandra L. Kurtinitis, President; 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 Mark McColloch, Vice President of Instruction.

INTRODUCTION

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

CONSENT AGENDA

Chair Nolan stated that, since there was no objection to Items 1 through 3 on the Consent Agenda, those items were deemed approved: The following items were adopted:

1. Agenda for the Regular Session of the November 16, 2016 Board of Trustees Meeting
2. Minutes from the September 28, 2016 Regular Session of the Board of Trustees
3. Minutes from the October 21, 2016 Board of Trustees Retreat

REPORT OF THE BOARD CHAIR

Chair Nolan thanked Trustees Gietka, Gresham, Hill, and O'Hare, who together with him attended the ACCT (Association of Community College Trustees) 2016 Leadership Congress in New Orleans, October 5-8.

Chair Nolan thanked Trustees Adams, Caplis, Ertel, Gietka, Gresham, Hill, Manski, McFarland, McJilton, Nelson, and O'Hare, who together with him attended the Board of Trustees Retreat on October 21.

Chair Nolan thanked Trustees Nelson and O'Hare, who attended the Retiree Recognition Luncheon on October 26.

Chair Nolan thanked Trustee Nelson, who attended the MACC (Maryland Association of Community Colleges) Board of Directors Meeting on October 26 on his behalf.

REPORT OF THE PRESIDENT

Comments

President Sandra Kurtinitis called attention to material at Trustees' places, including an invitation to the President's Club Holiday Reception and a list of upcoming events. She encouraged as many trustees who are able to attend the Maryland Association of Community Colleges (MACC) Trustee Leadership Conference taking place on January 23, 2017. President Kurtinitis shared a video that Woodlawn High School is using to promote the Early College High School partnership between CCBC and BCPS. In other good news stories, CCBC has once again been voted "Best for Vets" for 2017 by Military Times; College Communications received a number of Gold and Silver Medallion Awards from the National Council for Marketing & Public Relations; and CCBC ranked 85th out of the Top 100 Community Colleges in the Nation according to the Washington Monthly Magazine. President Kurtinitis reviewed the FY2018 Legislative Priorities, which include the reinstatement of the original CADE Funding Model, specific Capital Budget projects, and some special initiatives in the area of Workforce Training.

Senate Report

Since Senate Chair Jane Mattes was not able to give the Senate Report at the meeting, Ms. Caroline Scott, Dean of Student Services, College Life, shared information about the current issues under discussion by the College Senate. Dean Scott reported on several Committee recommendations intended to address the College's Middle States recommendations and in consideration of the Middle States Periodic Review Report to be submitted June, 2017. These included a CCBC Online and Blended Course Opening Policy, and proposals to streamline the administration of course observations and the student course evaluation instrument for faculty on five-year contracts.

College Presentation

Vice President Melissa Hopp and Director of Public Safety Stephen Drummond presented a report on CCBC's Public Safety strategies, entitled "Keeping the College Safe." CCBC has the largest Public Safety Department in Maryland Higher Education, with 30 full time, certified officers, and 45 non-certified part time officers. In order to coordinate service across all the campuses and extensions centers, Public Safety uses a centralized Dispatch Center. Public Safety Officers' duties are varied and involve more than just traditional law enforcement tasks. These include safety escorts, behavioral intervention, student conduct, and outreach services to help students with Human Services needs.

COMMUNICATION FROM THE PUBLIC

There were no comments from the public.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Chair Stephen Nolan asked Committee Chair Gloria Nelson to report on the Academic and Student Affairs Committee Meeting. Committee Chair Nelson reported that the Academic and Student Affairs approved Items 1 and 2 on the Consent Agenda. In addition, the Committee voted to recommend for approval a Human Services Counseling Degree and six certificates, including Human Services Generalist, Adolescent Behavioral Health Counseling, Elder Care, Behavioral Health Counseling Trainee, Behavioral Health Counseling Advanced, and At-Risk Youth. The Committee also heard presentations from faculty who had been on Sabbatical Leave during Academic Year 2015-2016, and an update on Student Success data based on the Student Success 101 and 102 initiatives.

Committee Chair Nelson presented items 1 and 2 on the Academic and Student Affairs Consent Agenda:

1. Agenda for the November 16, 2016 Academic and Student Affairs Committee meeting.
2. Minutes from the September 28, 2016 Academic and Student Affairs Committee meeting.

Board Chair Nolan announced that since there were no objections to the Academic and Student Affairs Committee Consent Agenda, those items were adopted.

Chair Nolan then asked for a motion and a second to approve the Human Services Counseling Degree and six certificates, including Human Services Generalist, Adolescent Behavioral Health Counseling, Elder Care, Behavioral Health Counseling Trainee, Behavioral Health Counseling Advanced, and At-Risk Youth. A motion was made by Trustee Nelson and seconded by Trustee Hill. The motion was unanimously approved.

BUDGET AND FINANCE COMMITTEE

Chair Stephen Nolan asked Committee Chair Michael Ertel to report on the Budget and Finance Committee Meeting. Trustee Ertel reported that, during the Budget and Finance Committee meeting, the Committee approved Items 1 through 6 on the Consent Agenda. Committee Chair Ertel reported that Vice President Melissa Hopp presented information for the FY2018 Capital Budget Work Session, which was provided as an information item. (The final version of the Capital Budget will be presented for approval at the January 2017 Board of Trustees meeting.) In addition, the Committee voted to recommend for approval the list of Contracts and Purchases Over \$75,000, which Vice President Melissa Hopp presented.

Committee Chair Ertel presented items 1 through 6 on the Budget and Finance Committee Consent Agenda:

1. Agenda for the November 16, 2016 meeting;
2. Minutes from the September 28, 2016 Budget and Finance Committee meeting;
3. FY 2017 Calendars: Academic, Operating and Energy

4. Grants and Gifts to CCBC
5. Fiscal and Facility Reports
6. Personnel Items

Board Chair Nolan announced that since there were no objections to the Budget and Finance Committee Consent Agenda, those items were adopted.

Chair Nolan then asked for a motion and a second to approve the lists of Contracts and Purchases Over \$75,000. The motion was made by Trustee Ertel and seconded by Trustee Yaffe.

ADJOURNMENT

With no further business, Chair Nolan asked for a motion and second to adjourn the November 16, 2016 Board of Trustees meeting. A motion was made by Trustee Hill and seconded by Trustee Ertel. The meeting adjourned at 7:21 PM.

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

:sdb