

The Board of Trustees
of the
Community College of Baltimore County

Minutes

January 25, 2017

REGULAR SESSION

The Board of Trustees of the Community College of Baltimore County (CCBC) met in regular session on Wednesday, January 25, 2017 at 7:03 PM on the Dundalk campus of the Community College of Baltimore County. The following members of the Board were in attendance: Board Chair Stephen J. Nolan and Trustees Gayle Adams; Michael Ertel; James Gresham; Erness Hill; Wayne McDowell; Brian McFarland; Gloria McJilton; Gloria Nelson; Meg O'Hare; 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 January 2017 meeting of the Board of Trustees. He acknowledged the staff at CCBC Dundalk for hosting the meeting.

CONSENT AGENDA

Chair Nolan stated that, since there was no objection to Items 1 and 2 on the Consent Agenda, those items were deemed approved: The following items were adopted:

1. Agenda for the Regular Session of the January 25, 2017 Board of Trustees Meeting
2. Minutes from the November 16, 2016 Regular Session of the Board of Trustees

REPORT OF THE BOARD CHAIR

Chair Nolan thanked Trustees Adams and Caplis, who together with him attended the President's Club Holiday Reception at the President's home on December 11, 2016.

Chair Nolan thanked Trustees Adams, Caplis, Ertel, Gietka, Hill, McDowell, Nelson, and Yaffe, who together with him attended CCBC's Legislative Luncheon at CCBC Essex on January 5, 2017.

Chair Nolan thanked Trustees Ertel, Gietka, Hill, Manski, Nelson, and O'Hare, who attended the Maryland Association of Community Colleges (MACC) Trustee Leadership Conference and Legislative Reception in Annapolis on January 23, 2017.

Chair Nolan congratulated Trustee Gayle Adams, who received the President's Award at the Chesapeake Gateway Chamber of Commerce Awards Ceremony on January 19, 2017. Chamber President John Gontrum personally selected Gayle Adams as co-recipient of this award for her significant level of work to the Chamber during a time of great transition.

REPORT OF THE PRESIDENT

Comments

President Sandra Kurtinitis introduced two new deans: Nicole Baird, Dean of Student Development, and Michael Netzer, Executive Dean of E-Learning. President Kurtinitis then called attention to material at Trustees' places, including a calendar created by CCBC Associate Professor Robert Creamer and an announcement regarding the President's Distinguished African-American Lecture Series, featuring Wes Moore. President Kurtinitis shared a number of slides that were shown at the Teaching Learning Fair, for which the theme this year was "Be Here Now." The BCPS/CCCB Early College High School will open in Fall of 2017, enabling 125 students to graduate in four years with a high school diploma and an Associate's degree. CCBC has introduced a One Card, which students will be able to use for any of their business on campus; in addition, the One Card has a corresponding app for smart phones. President Kurtinitis also announced that CCBC is celebrating its 60th Anniversary and introduced Professor Todd Abramovitz, coordinator of CCBC's Interactive Timeline, to capture CCBC history over the past 60 years; faculty, staff and students are encouraged to contribute items to the timeline.

Senate Report

Senate Chair Jane Mattes shared information about the current issues under discussion by the College Senate. The Senate proposal for selection of program coordinators was approved by Senior Staff, with an effective date of July 1, 2017. Additional proposals will be brought to Senior Staff for consideration in the near future. In addition, Ms. Mattes received a report from an external consultant on the assessment of shared governance, which will be an important component of institutional assessment activities in the Middle States Periodic Review Report.

College Presentation

Vice President Kenneth Westary and CCBC Foundation Director Yolanda Copeland presented an annual CCBC Foundation Report to update the Board of Trustees on the activities of the CCBC Foundation. The mission of the Foundation is to seek contributions from alumni, local businesses, corporations, employees, and individuals to support student scholarships and other programs and activities that benefit the college. To date the CCBC Foundation's New Beginning Campaign has raised over \$48M.

COMMUNICATION FROM THE PUBLIC

There were no comments from the public.

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 the Budget and Finance Committee meeting approved Items 1 through 5 on the Consent Agenda. Committee Chair Ertel said that the Committee voted to recommend acceptance of the FY2016 Auditor's Report after hearing information from Vice President Melissa Hopp and auditor, Mr. Keith Novak. The Committee also voted to recommend for approval the college's FY2018 Capital Budget, first presented for information at the November 2016 Board of Trustees Meeting. Vice President Melissa Hopp then presented the college's proposed FY2018 Operating Budget in Work Session format; the final version of the Operating Budget will be presented for approval at the February 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.

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

1. Agenda for the January 25, 2017 meeting;
2. Minutes from the November 16, 2016 Budget and Finance Committee meeting;
3. Grants and Gifts to CCBC
4. Facility Reports
5. Personnel Items

Chair Nolan asked for a motion and a second to accept the FY2016 Auditor's Report. The motion was made by Trustee Yaffe and seconded by Trustee Adams. The motion was unanimously approved.

Chair Nolan then asked for a motion and a second to approve the FY2018 Capital Budget, which was first presented for information at the November 2016 Board of Trustees meeting. A motion was made by Trustee McFarland and seconded by Trustee McDowell. The motion was unanimously approved.

Finally, Chair Nolan 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 Adams. The motion was unanimously approved.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Since Trustee Nelson, the Committee Chair of the Academic and Student Affairs Committee, was unable to attend the meeting, Board Chair Nolan asked Trustee Erness Hill to report on the Academic and Student Affairs Committee Meeting.

Trustee Hill reported that the Academic and Student Affairs Committee adopted Items 1 and 2 on the Consent Agenda. In addition, the Committee voted to recommend approval of Sabbatical

Leave Requests for FY2018. The Committee also heard a presentation on CCBC's efforts to engage adjunct faculty as partners in the college's Student Success 102 initiative.

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

1. Agenda for the January 25, 2017 Academic and Student Affairs Committee meeting.
2. Minutes from the November 16, 2016 Academic and Student Affairs Committee meeting.

Chair Nolan then asked for a motion and a second to approve the Sabbatical Leave Requests for FY2018. A motion was made by Trustee Hill and seconded by Trustee Adams. The motion was unanimously approved.

ADJOURNMENT

With no further business, Chair Nolan asked for a motion and second to adjourn the January 25, 2017 Board of Trustees meeting. A motion was made by Trustee O'Hare and seconded by Trustee Hill. The meeting adjourned at 7:52 PM.

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

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