

Board of Trustees
of
Community College of Baltimore County

Regular Session

Minutes

February 22, 2023

The Board of Trustees of the Community College of Baltimore County met on Wednesday, February 22, 2023, at 7 p.m. at CCBC Dundalk. The following members of the Board were present: J. D. Urbach, board chair, Meg O'Hare, vice chair, Trustees Ernest Eley, Margaret Forté, Paulette G. Hammond (virtually), L. Michelle Jackson, Dr. Irina Koyfman, Dana Moore, II, Douglas B. Riley, Esq., Dr. Richard Scheper, Daryl Sidle, Esq., and Jay Weinstein. 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 External Outreach Initiatives, and Kenneth Westary, vice president of Institutional Advancement.

CONSENT AGENDA

Chair Urbach called the Regular Session meeting to order at 7 p.m. Chair Urbach 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 the February 22, 2023, Regular Session of the Board of Trustees meeting.
- Recommendation to approve the minutes from the January 25, 2023, Regular Session of the Board of Trustees.
- Recommendation to approve the minutes from the January 25, 2023, Executive Session of the Board of Trustees.

Chair Urbach asked for a motion to approve the Consent Agenda. A motion was made by Vice Chair O'Hare and seconded by Trustee Forté. The motion was unanimously approved.

REPORT OF THE BOARD CHAIR

Chair Urbach called the Trustees' attention to the Upcoming Events listing at each of their seats.

Chair Urbach thanked Vice Chair O'Hare for attending the ACCT National Legislative Summit in Washington, DC, with him and President Kurtinitis which took place February 5-8, 2023. Vice Chair O'Hare had been nominated and appointed to the Communications and Education Committee of ACCT in late 2022. She attended her first Committee meeting on February 4, 2023, during this Summit. Chair Urbach also had the opportunity to meet with Senator Van Hollen briefly during this time.

Chair Urbach reported that Trustees Forte, Jackson and Riley took part in the Health and Human Services Laboratory tour prior to the Academic and Student Affairs Committee Meeting.

REPORT OF THE PRESIDENT

President Kurtinitis described the materials distributed to the Trustees, which included (1) Responses to Trustees Questions and (2) List of upcoming CCBC Events.

CCBC is a finalist in American Association of Community College's (AACC) 2023 Awards of Excellence, (1) Community College safety, emergency preparedness and leadership, and (2) CCBC's Male Student Success Initiative for advancing diversity, equity and inclusion.

The college will be expanding the Commercial Driver's License Training program; a Congressional Earmark of \$721,130 has been received.

The Executive Alliance's Honor Roll Award was bestowed on CCBC's leadership and Board of Trustees for its women's representation at the March 23, 2023 ceremony.

President Kurtinitis invited the Trustees to join her for The College Tour on March 16, 2023, 7 p.m., at the Towson Cinemark Theatre. This event will be broadcast on Amazon Prime TV on May 26, 2023.

The Public Health Pathways program has been established between CCBC and St. Joseph Hospital wherein 30 CCBC student nurses will be selected to work at St. Joseph Hospital and receive a stipend of \$1,000 per month.

President Kurtinitis reviewed CCBC's five FY 2024 Legislative Projects, i.e., (1) Maintain Full Funding of the Cade Community College Funding Formula, (2) Support the Community College Capital Budget, (3) Continue to Enhance and Fund the Maryland Promise Scholarship, (4) Continue to provide Enhanced Funding Stream for Short-term Credentials, and (5) Continue \$250,000 Workforce Readiness Grant per community college to match technology donations.

President Kurtinitis invited Bradley Thompson, assistant professor of Horticulture, to come up to the presenter's table. Dr. Thompson presented each Trustee with a cyclamen percipio flower which is a cool season plant.

Senate Report

President Kurtinitis invited Senate Chair Anne Chamberlain to give her Senate Chair Report.

The Academic Standards Committee (ASC) has made progress on its charge to revise the Academic Integrity Policy in response to the changing landscape of increased online "cheating sites" and the use of Artificial Intelligence technology to complete coursework. ASC will present a policy proposal at its March 2023 meeting and then send forward to the Senate. ASC expects to complete revisions to the College Writing Policy shortly. This policy has not been updated in

nearly 60 years and presents another opportunity to review older policies for issues of diversity, equity, inclusion, and accessibility to meet the needs of 21st century students.

The Curriculum and Instruction Committee (CIC) has completed many program and common course outlines in advance of the deadlines for the next college catalogue. CIC Chair Professor Kris Messer has encouraged the Committee to look at issues of outdated language and course content descriptions that may need revising for diversity, equity, inclusion and accessibility concerns.

The Evaluation Committee has two new charges to close minor policy gaps in the Annual Professional Evaluation policy and in resolving deadline conflicts between the Equivalency and Promotion policies. The Committee expects to have both policies revisions done shortly.

Returning to in-person meetings has clearly resulted in vigorous discussion and debate, as well as seeing our excellent Student Government representatives. The Student Senators participation helps revitalize our commitment to this important policy work on behalf of the college community and our students.

COLLEGE PRESENTATION

President Kurtinitis invited Patrick Kelleher, Director of Planning, to the Presenter's Table to give a Preliminary View of the development of the FY 2024-2026 Strategic Plan. Mr. Kelleher explained the schedule of events to the Trustees, i.e., (1) the first draft of the full strategic plan is completed, (2) the draft of the strategic plan is reviewed at the April 26, 2023 Board of Trustees Meeting, (3) revisions to the full plan are completed and the executive team gives final approval, and (4) the Board of Trustees reviews and approves the strategic plan at their June 14, 2023 meeting.

COMMUNICATION FROM THE PUBLIC

There were no comments from the public.

ACADEMIC AND STUDENT AFFAIRS COMMITTEE

Board Chair Urbach asked Trustee Jackson to report on the Academic and Student Affairs Committee meeting as Committee Chair Carl was unable to attend today.

Trustee Jackson reported that the Academic and Student Affairs Committee approved items 1 through 2 on the Consent Agenda. These included:

1. The Committee Meeting Agenda
2. Minutes from the January 25, 2023, Academic and Student Affairs Committee meeting

The Committee voted to recommend approval of Sabbatical Leave Requests for FY 2024.

The Committee heard an update on Student Achievement and Success: Good School: CCBC Student Journalists Investigate the Complexities of Higher Education in this Podcast given by Dr. Joaquin Martinez, provost and vice president of Academic and Student Affairs, Professor Beth Baunoch, Media Studies.

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

- Consent Agenda items 1-2
- Sabbatical Leave Requests for FY 2024

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

BUDGET AND FINANCE COMMITTEE

Chair Urbach asked Trustee Scheper to report on the Budget and Finance Committee meeting.

Trustee Scheper reported that the Budget and Finance Committee approved items 1 through 2 on the Consent Agenda. These included:

1. The Committee Meeting Agenda
2. Minutes from the January 25, 2023, Budget and Finance Committee meeting
3. Grants and Gifts to CCBC
4. Fiscal and Facility Reports
5. Personnel Items

(Items 3-5 were included as information items and do not require Board approval.)

The Committee voted to recommend the following for approval:

- Consent Agenda items 1-2
- Approval of FY 2024 Operating Budget
- Approval of Contracts and Purchases over \$150,000, presented by Vice President Hopp

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

- Consent Agenda items 1-2
- Approval of FY 2024 Operating Budget
- Approval of Contracts and Purchases over \$150,000

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

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

ADJOURNMENT

With no further business, Chair Urbach asked for a motion and a second to adjourn the February 22, 2023, Board of Trustees meeting. A motion was made by Trustee Weinstein and seconded by Trustee Eley. The meeting adjourned at 7:58 p.m.

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

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