

The Board of Trustees  
of  
The Community College of Baltimore County

Minutes

June 17, 2009

**REGULAR SESSION**

The Board of Trustees of the Community College of Baltimore County (CCBC) met in regular session on Wednesday, June 17, 2009 at 7:15 p.m. on the Catonsville campus of the Community College of Baltimore County. The following members of the Board were in attendance: Charles E. Kountz, Jr., Esq., Vice Chair; and Trustees Sheldon K. Caplis; Regina E. Carson; Dorothy E. Foos; H. Scott Gehring; Linda C. Goldberg; Warren C. Hayman; Robert E. Latshaw, Jr.; Richard W. McJilton; Cecile V. Myrick; Gloria E. Nelson; and Terri L. Whitley. 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 L. Hopp, Vice President of Administrative Services; Kenneth Westary, Vice President of Institutional Advancement; and members of the faculty and staff of the College.

**INTRODUCTION**

Vice Chair Kountz welcomed everyone and thanked them for attending the June 2009 meeting of the Board of Trustees. He thanked the CCBC Catonsville staff for hosting the meeting.

**AGENDA**

Vice Chair Kountz asked for a motion and second to approve the June 17, 2009 meeting agenda.

A motion for approval of the June 17, 2009 meeting agenda was made by Trustee Carson and seconded by Trustee Foos. The motion was unanimously approved.

**MINUTES**

Vice Chair Kountz asked for a motion and second to approve the April 15, 2009 Regular meeting and Executive Session minutes. A motion for approval of the April 15, 2009 Regular meeting and Executive Session minutes was made by Trustee Nelson and seconded by Trustee Foos. The motion was unanimously approved.

**REPORT OF THE BOARD CHAIR**

Vice Chair Kountz thanked Trustees Caplis, Carson, Foos, Goldberg, Howe, McJilton, and Myrick for attending the Green Carpet Gala on April 18.

Vice Chair Kountz thanked Trustees Howe and Foos for attending the May 14 CCBC Baltimore County Council Budget hearing.

Vice Chair Kountz thanked Chair Barbara Howe for attending the CCBC Emeriti presentation ceremony and reception on May 21 at CCBC Dundalk.

Vice Chair Kountz thanked Chair Howe for attending the June 8 Senate luncheon.

Vice Chair Kountz thanked Trustees Foos, Goldberg, Hayman, McJilton, and Myrick, who along with himself, attended the “appreciation dinner” for the foundation directors on June 9.

Vice Chair Kountz acknowledge Trustee Latshaw for his years of service as a member of the Board of Trustees by reading the following:

*A special resolution of the Community College of Baltimore County honoring Robert E Latshaw, Jr. for his dedication and distinguished service as a member of the Board of Trustees of the Community College of Baltimore county.*

*Whereas, Robert E. Latshaw, Jr., first joined the Community College of Baltimore County (CCBC) in two thousand five as a member of the Board of Trustees; .*

*Whereas, during his tenure as a member of the board, Mr. Latshaw served as a member of the Budget and Finance Committee;*

*Now, therefore, be it resolved that the members of the Community College of Baltimore County Board of Trustees, faculty, staff and students, extend their respect, commendation and sincere appreciation to Robert E. Latshaw, Jr., for his dedicated and distinguished service as a member of the Board of Trustees of the Community College of Baltimore County from two thousand five to two thousand nine.*

### **REPORT OF THE PRESIDENT**

President Kurtinitis thanked Vice Chair Kountz for joining her at CCBC’s 2009 Commencement ceremony. She shared photographs from the event, praising Dean Caroline Scott, chair of the Commencement Committee and committee members for an outstanding and celebratory event. Dr. Kurtinitis noted that commencement is about students and their families. The May 30 event truly was a gift to people for whom commencement is, in many instances, the very first one they are celebrating.

President Kurtinitis announced that CCBC has been invited to participate in the Achieving the Dream (AtD) initiative along with 125 other higher education institutions that are dedicating their talents and resources to student success. She noted that all of the parameters of AtD comport directly with those of CCBC – that students and their successes are the most important component of our institution.

President Kurtinitis noted that Summer Session I enrollment increased 10%, with a 4% increase for Summer Session II to date. She said that fall 2009 enrollment is already tracking 15% above where CCBC was at this time in 2008.

Dr. Kurtinitis announced that the CCBC Essex Foundation is now part of the CCBC Foundation and noted that all three campus foundation groups are now working together under one umbrella. Dr. Kurtinitis thanked Trustees Foos and Myrick for their persuasive efforts in bringing this to fruition

Dr. Kurtinitis said that Raven Quarterback Joe Flacco's brother, Michael, a member of the CCBC Catonsville Baseball team, was named to the 2009 National Junior College Athletic Association Division II Baseball All-American Third Team. She said that during 45 games he hit 14 home runs; batted 51 runs in; and had a .399 RBI. However, Mr. Flacco has been drafted by the Orioles and will not be returning to CCBC.

Dr. Kurtinitis recognized the winners of the CCBC Dream Team awards, Beverly Eurice, Karen Dalton, and Scott Black. Each received a monetary gift for their cost saving suggestions. In addition, Frederick Schanken received a monetary award for recapturing rental fees owed to the college from companies utilizing college facilities for their cell towers.

Mr. David Stewart, Mathematics Department Chair introduced Retiree Carol Roush and husband Steven Roush. Mr. Stewart said Carol Roush, who is retiring after 35 years of service to the college, began her career in the mathematics department at the former Catonsville Community College. He said Ms. Roush volunteered many hours to student activity groups and college governance. During her career she made significant contributions to the development of the mathematics curriculum, the calculus prerequisite courses and the general education assessment of those courses. Ms. Roush pioneered the use of the graphing calculator in the CCBC mathematics department and over several years she single handedly worked with Texas Instruments Purchase Plan to obtain free calculators for her department. In recent years, Ms. Roush tirelessly served on the Equivalency and Promotion Committee. She has always strived to maintain high standards in the mathematic courses she taught so that her students could be successful in their future endeavors. Mr. Stewart applauded everything Ms. Roush has done for the mathematics department, the college, and her students over the past 35 years.

Ms. Roush said she has seen several administrations over the years and CCBC now has a very personable and forward thinking president. She thanked and commended the Board and the President for the new faculty salary scale which has been approved and implemented during hard economic times. Ms. Roush said she has enjoyed her years at CCBC.

Melissa Hopp introduced Retiree Jeffrey Hahn. Ms. Hopp said this meeting is the final board meeting for a very important member of the college community Mr. Jeffrey Hahn is retiring after six years as Executive Director of Human Resources, Institutional Equity and Labor Relations. She said Mr. Hahn has done an excellent job in leading an important area of the college. His expertise and knowledge, especially in labor relations, has been an asset. Ms. Hopp said that Mr. Hahn's leadership and calming demeanor during the transitional years was invaluable to the

institution. However Ms. Hopp said that Mr. Hahn will not miss his long trips home over the Bay Bridge.

President Kurtinitis commented on Mr. Hahn's assistance since her arrival at CCBC. She said that the extraordinary restructuring that was undertaken in the past years could not have succeeded without Mr. Hahn's good advice, counsel, support, and unfailing good humor.

Mr. Hahn said "this is one of those bittersweet moments in life – retirement is something that you think about but normally it's a long way away. Something you plan for, but not really, it's a long way away – but one day you look up and look in the mirror and realize that the mirror isn't clouded, it is you and you did get old." Mr. Hahn thanked the Board from the bottom of his heart for providing him the opportunity to be part of CCBC. He said he has had the privilege to work with a group of dedicated faculty, administrators, staff, and trustees who take pride in all they do and show it in everything they do. Mr. Hahn commented that you can't work at CCBC without knowing, feeling, and seeing what an impact CCBC has on students' lives. He sincerely thanked everyone for the opportunity that was provided him, for the pleasure of working with the trustees, the faculty and the administrators and wished them continued success. Mr. Hahn said he is proud to have been a part of CCBC.

#### Senate Report

President Kurtinitis spoke to the productivity of the College Senate under Dr. Ehrlinger's leadership. She said it has been a delight to work with Dr. Ehrlinger; he has brought a sense of calmness and mission to the proposal discussions. Dr. Kurtinitis commended Dr. Ehrlinger and the College Senate for the completion of the Employee Handbook which includes consistent and clearly stated policies on the things that matter in the CCBC environment.

On behalf of the Board of Trustees Vice Chair Kountz thanked Dr. Ehrlinger for his contributions to the college as Senate Chair.

Dr. Michael Ehrlinger, College Senate Chair, gave his departing Senate report before passing the gavel to incoming Chair Joseph Whedbee. Dr. Ehrlinger highlighted the recent proposals that were processed through the Senate noting the establishment of policies for children on campus. He thanked the Board along with members of the college community for the opportunity to serve the college as the Senate Chair. In passing the gavel to Mr. Whedbee, Dr. Ehrlinger noted that the gavel had its origins on the Essex campus, a tour of duty on the Catonsville campus, and now to Mr. Whedbee on the Dundalk campus. As a parting gift to Mr. Whedbee, he presented a copy of the *Master of the Senate about Lyndon Johnson* by Caro.

## College Presentation

Caroline Scott, Dean of College Life and Brian Farrell, CCBC Director of Athletics, along with CCBC Catonsville men's basketball coach Randy Gregory, and student athlete Sean Burke gave the college presentation highlighting the achievements of the CCBC Athletic program.

## **COMMUNICATION FROM THE PUBLIC**

There were no comments from the public.

## **BUDGET AND FINANCE COMMITTEE**

Ms. Melissa Hopp presented the action finance items for the Board's approval in summary format: the agenda for the June 17, 2009 meeting; the minutes from the April 15, 2009 meeting; approval of the FY2009 External Auditor Engagement; contracts and purchases in excess of \$75,000 which included: \$247,200 with Comcast for network and internet services; \$431,500 with Verizon for telecommunication services; \$90,060 with Presidio Networked Solutions for hardware and software maintenance; \$96,855 with Evisions, Inc. for ARGOS Enterprise Reporting Solution; \$109,188 with Bell Techlogix for various computer software license renewals; \$84,280 with Apple Education for Macintosh computers; up to \$344,100 with CCS Presentation Systems, Inc. for upgrades and equipment to college presentation venues; up to \$142,029 with Douron, Inc. for Enrollment Management's Shared Services Center furniture; \$594,902 with Eastern Sales and Engineering for CCBC Essex parking lot lighting; \$497,300 with Beynon Sports Surfaces, Inc. for CCBC Essex gymnasium floor removal and replacement; \$373,300 with Chaseny and Company, Inc. to provide certain underground utilities at CCBC Catonsville; \$99,825 with R.F. Warder for a rooftop HVAC unit at CCBC Catonsville; \$218,986 with The Six M Company for the replacement of a pedestrian bridge at CCBC Essex; up to \$700,000 with Gray & Son, Inc. and Manuel Luis Construction Co., Inc. for repair and replacement of bituminous concrete surfaces; \$50,000 with Barton Malow Company for the design phase Construction Manager services for the CCBC Essex F Building Science Lab modifications; \$509,500 with Design Collective, Inc. for A/E. services for the CCBC Dundalk Library renovation project; \$874,189 with HumanIm for the Job Network program; \$123,470 with Assessment Technologies Institute for nursing testing and remediation; up to \$340,000 with various vendors for flight training facilities; up to \$100,000 with VWR/Sargeant-Welch for scientific supplies and equipment; up to \$100,000 with Fisher Scientific for scientific supplies and equipment; up to \$300,000 for Hearing and Speech Agency/Centralized Interpreter Referral Service for speech interpreting services; up to \$500,000 with SNS Marketing for advertising services and media buying; \$445,000 with Phillips Group for multifunctional office equipment devices; thirty-five additional contracts totaling \$1,535,208 for individual purchases under \$75,000; seventeen grants totaling \$6,131,410; and the FY2010 salary policy and related pay scales recommended for full-time faculty to be implemented for FY2010, as well as the employees represented by AFSCME (Unit 1) to be effective July 1, 2009.

Vice Chair Kountz asked for a motion and second to approve the action finance items as presented. A motion to approve the finance action items was made by Trustee Caplis and seconded by Trustee Myrick. The motion was unanimously approved.

A motion to approve the Labor Contract with American Federation of State, County and Municipal Employees (AFSCME Unit 1 Employees) was made by Trustee Latshaw and seconded by Trustee Foos. The motion was unanimously approved.

At this point in the meeting, Mr. Archer Blackwell, Staff Representative, AFSCME Council 67; Mr. Lucius Robinson, Chief Steward, Local 3376, Council 67; and Mr. James Robinson, President, Local 3376, Council 67, along with President Kurtinitis and Vice Chair Kountz signed the AFSCME contract.

### **ACADEMIC AND STUDENT AFFAIRS COMMITTEE**

Academic and Student Affairs Committee Chair Goldberg requested a recommendation to approve the agenda for the June 17, 2009 Academic and Student Affairs Committee meeting; the minutes from the April 15, 2009 meeting; submission of the New Heating, Ventilation, Air Conditioning, and Energy Technology Program Proposal to the Maryland Higher Education Commission; and Program Review Executive Summaries for Biotechnology and Biomanufacturing, Computer Aided Design, Criminal Justice Studies, Practical Nursing Program, Nursing Program, Recreation, Parks, and Tourism, and Survey Technology.

A motion to approve the recommendation was made by Trustee Carson. The motion was unanimously approved.

### **NEW BUSINESS**

#### **2009/2010 Meeting Calendar**

A motion to approve the Board of Trustees 2009/2010 Meeting calendar was made by Vice Chair Kountz and seconded by Trustee Carson. The motion was unanimously approved.

#### **Residency Policy**

A resolution to change CCBC's Residency Policy for students relocating as a result of BRAC was presented to the Board for its information. The suggested revised policy will be reintroduced for pending approval at the September meeting.

#### **Nominating Committee Recommendation**

Trustee McJilton announced that the Nominating Committee recommends that Barbara Howe and Charles Kountz serve as officers for the Board of Trustees for the 2009/2010 year.

A motion to approve the recommendation was made by Trustee Foos. The motion was unanimously approved.

## President's Evaluation Report

A motion to approve the President's Performance Review was made by Trustee Latshaw and seconded by Trustee McJilton. The motion was unanimously approved.

President Kurtinitis thanked the Board for its consideration afforded her. She said that no one achieves anything by him or herself. She said that she is blessed to have supportive trustees, a talented executive team, and a full complement of talented faculty and staff across the college. Dr. Kurtinitis said that there is never a day that she is not proud to be the president of the Community College of Baltimore County.

## **ADJOURNMENT**

With no further business, Vice Chair Kountz asked for a motion to adjourn the meeting. The motion to adjourn the meeting was made by Trustee Latshaw and seconded by Trustee Carson. The motion was unanimously approved.

The meeting adjourned the meeting at 8:45 p.m.

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

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7/30/09