The Board of Trustees of Howard Community College (HCC) met in regular session on Wednesday, January 28, 2015, in The Rouse Company Foundation Student Services Hall (room 400) at Howard Community College, Columbia, Maryland. Chair Edmund S. Coale, III brought the regular session to order at 6:00 p.m. He informed all present that Trustee Katherine K. Rensin was participating via conference call and anyone who wanted to see her on screen was welcome to sit behind him. Additionally, Chair Coale would have Trustee Rensin state her vote on approval items. Other board members present included trustees Roberta E. Dillow, Kevin J. Doyle, and Mamie J. Perkins. Kathleen B. Hetherington, secretary-treasurer, was also present. Vice chair Dennis R. Schrader joined the meeting during board comments.

A. Approval of January 28, 2015, Agenda

A recommendation to approve the January 28, 2015, agenda, was moved by Trustee Doyle, seconded by Trustee Perkins, and unanimously approved.

B. Board Priority Items

1. Financial Statements

Lynn Coleman, vice president of administration and finance, briefly reviewed the financial statements for the period ending December 31, 2014.

2. Fiscal Year 2016 Integrated Operating Budget and Strategic Plan

President Hetherington reviewed the FY16 Maryland community colleges capital projects list. Lynn Coleman gave an update on the proposed FY16 operating budget, reviewing the changes that were made based on the Governor’s budget, since the budget work session earlier this month.

A motion to approve the proposed FY16 budget, was moved by Trustee Rensin, seconded by Trustee Dillow, and unanimously approved.

C. President’s Report

President Hetherington thanked Lynn Coleman, the president’s team, and the finance office staff for working on the budget. She also thanked the trustees for their participation in college events over the last month including the nursing recognition, the County Executive’s budget hearing, winter convocation, and Governor Hogan’s inaugural event, with special thanks to college staff members Kevin Collins, Chuck Nightingale and the plant operations team for their work on the inaugural event. She talked about the upcoming Maryland Association of Community Colleges (MACC) trustee workshop and legislative reception, and the
opportunity to advocate on the budget to legislators. She provided a legislative update including meetings and hearings she attended and the upcoming student advocacy day. She noted the start of the feasibility study project for a possible campaign and that trustees have been contacted to arrange individual meetings with the consultant. She noted that County Executive Allan Kittleman, a super plunger, dedicated his 14th Polar Bear Plunge to HCC. President Hetherington mentioned that she will be featured on Dan Rodericks midday radio show next week to talk about America’s College Promise. She informed the board of HCC’s current nursing scores and asked Sharon Pierce, vice president of academic affairs, to explain the reasons for the lower scores and intervention plans to raise them.

**D. Board Member Comments**

Trustee Rensin thanked everyone for their support during her tenure on the board. Her resignation from the board is effective January 31, 2015. Chair Coale noted that it has been an honor and a privilege to serve on the board with her.

Trustee Dillow voiced her appreciation for Trustee Rensin’s service on the board and wished her the best. She commended the administration on the preparation and revision of the budget.

Trustee Doyle noted that the convocation speaker was great. He apologized for missing the budget work session. Trustee Doyle also acknowledged Kathy Rensin for her service to the board of trustees.

Trustee Perkins also expressed her pleasure in serving on the board with Trustee Rensin. She commended Sharon Pierce and her team for keeping on top of the nursing scores.

Vice Chair Schrader spoke about his new position as deputy secretary, Maryland Department of Transportation. He also noted his appreciation of Trustee Rensin’s service on the board. He mentioned that the HCC team did a phenomenal job hosting Governor Hogan’s inaugural event on campus and thanked Kevin Collins.

Chair Coale thanked Lynn Coleman and the president’s team for their thoughtful review of the budget and prudent cuts. He also commended the administration for looking at the nursing scores and putting interventions in place. He also noted that Trustee Rensin will be missed on the board. He congratulated Vice Chair Schrader on his new position.

**E. Approval of Board Meeting Minutes**

A recommendation to approve the December 10, 2014, regular session and work session minutes, and the January 14, 2015, budget work session, was moved by Trustee Dillow, seconded by Trustee Perkins, and unanimously approved.
F. Consent Items

1. Proposed New Hires
2. Website Redesign
3. Disposal of Surplus Library Materials
4. Additional Fiscal Year 2016 Sabbatical Leave Recommendation

A recommendation to approve the consent items was moved by Trustee Dillow, seconded by Vice Chair Schrader, and unanimously approved.

G. Information Items

1. Board Calendar

   Linda Emmerich, executive associate to the president, highlighted upcoming calendar items, including the Maryland Association of Community Colleges trustee leadership conference and legislative reception on February 2, 2015; the legislative and community relations committee meeting on February 12, 2015; and the board meeting on February 25, 2015.

   This item was for information only and required no board action.

2. Agreements Signed by the Board Chair Disclosure

   The board chair approved one item during this time period.

3. Personnel Summary

   This item is for information only and requires no board action.

Adjournment

A recommendation to adjourn the regular session was moved by Trustee Doyle, seconded by Trustee Perkins, and unanimously approved.

The regular session was adjourned at 7:02 p.m.

The above constitutes the official minutes of the January 28, 2015, regular meeting of the Howard Community College Board of Trustees as approved on February 25, 2015, and is a true and correct copy of the same.

Kathleen B. Hetherington, secretary/treasurer