The Board of Trustees of Howard Community College (HCC) met in work session on Wednesday, March 26, 2014, in The Rouse Company Foundation Student Services Hall (room 400) at Howard Community College, Columbia, Maryland. Chair Kevin J. Doyle brought the work session to order at 6:03 p.m. Other board members present included vice chair Edmund S. Coale, III, and trustees Roberta E. Dillow, Mary S. Esmond, Katherine K. Rensin, and Dennis R. Schrader. Kathleen B. Hetherington, secretary-treasurer, was also present. Trustee Mamie J. Perkins was absent.

I. Introduction of New Employees

Lynn Coleman, vice president of administration and finance, introduced Ramona Waters, senior accountant.

Cindy Peterka, vice president of student services, introduced Carrie Kvasnik, admissions and advising information specialist (intake).

II. Update from Dr. Bernard J. Sadusky, Executive Director, Maryland Association of Community Colleges (MACC)

President Hetherington introduced Dr. Sadusky who shared an update on the work of MACC. Dr. Sadusky noted that the degree completion rate at community colleges has increased by 38 percent, and that state funding increased to 5.9 percent or $11.8 million in new money. He gave a status report on the collective bargaining bill and mentioned that affordability, financial aid, and developmental education will be important issues during next year’s legislative session.

III. Information Session: Learning Outcomes Assessment (LOA)

Zoe Irvin, executive director of planning, research, and organizational development, gave a brief overview of the LOA process and introduced the LOA staff.

Patti Turner, professor of anatomy and physiology and division chair, science, engineering, and technology, and Susan Bare, assistant professor, chemistry and associate division chair, science, engineering, and technology, gave a presentation on the pre-pharmacy program. Pre-pharmacy student Raisa El-Kurdi talked briefly about her experience at HCC.

Laura Cripps, assistant professor of anthropology and geography, gave a presentation on her project to measure progress among students on critical thinking skills as they relate to the recognition and identification of theoretical paradigms in anthropology.

The work session adjourned at 7:12 p.m.

The above constitutes the official minutes of the March 26, 2014, work session of the Howard Community College Board of Trustees as approved on April 30, 2014, and is a true and correct copy of the same.

Kathleen B. Hetherington, secretary/treasurer
The Board of Trustees of Howard Community College (HCC) met in regular session on Wednesday, March 26, 2014, in The Rouse Company Foundation Student Services Hall (room 400) at Howard Community College, Columbia, Maryland. Chair Kevin J. Doyle brought the regular session to order at 7:25 p.m. Other board members present included vice chair Edmund S. Coale, III, and trustees Roberta E. Dillow, Mary S. Esmond, Katherine K. Rensin, and Dennis R. Schrader. Kathleen B. Hetherington, secretary-treasurer, was also present. Trustee Mamie J. Perkins was absent.

A. Approval of March 26, 2014, Agenda

A recommendation to approve the March 26, 2014, agenda, was moved by Trustee Coale, seconded by Trustee Rensin, and unanimously approved.

B. Board Priority Items


   Zoe Irvin, executive director of planning, research, and organizational development, gave an overview and responded to questions.

2. Financial Statements

   Lynn Coleman, vice president of administration and finance, gave an overview of the financial results for the period ending February 28, 2014.

3. Board Bylaws and Policies Update

   President Hetherington provided an overview. This item will be included in the consent agenda for approval at the April 30, 2014, board meeting.

4. Fiscal Year 2015 Budget Priorities

   Lynn Coleman reviewed the three budget priorities.

   A recommendation to approve the budget priorities as presented, was moved by Trustee Rensin, seconded by Trustee Dillow, and unanimously approved.

C. President’s Report

President Hetherington thanked trustees who attended the Silas Craft Collegians fundraiser on March 10, 2014. She thanked Chair Doyle for offering testimony at the County Executive’s budget hearing the same evening.

President Hetherington mentioned that she met with each constituency group as she does every semester to review the budget and give a legislative update. She also mentioned the dental hygiene program accreditation visit and thanked faculty and staff who were involved in the process. She noted that she and Lynn Coleman met with
President Hetherington shared the good news that HCC’s Phi Theta Kappa (PTK) president, Laura Edwards, was recently named to the 2014 Coca-Cola/USA Today Maryland All-Academic Team as was PTK member, Hannah Patarini, who was also named as the 2014 Coca-Cola New Century Scholar for the state of Maryland for having the highest score among PTK honorees in the state. Ms. Patarini will be honored at the American Association of Community Colleges (AACC) conference in April. She added that the college is a semi-finalist for the AACC “Emerging Leadership Award;” the winner will be announced at an awards gala at the conference. This award recognizes the president’s support of professional development at the college; she commended the human resources staff for developing and promoting professional development at HCC.

D. Board Member Comments

Trustee Dillow commented on the Hunan Manor event and the inspiring comments by Congressman Elijah Cummings and Mrs. Dorothye Craft.

Trustee Rensin reiterated the compliment by Bernard Sadusky, executive director of the Maryland Association of Community Colleges (MACC), on President Hetherington and her staff. She commented on the speeches at Hunan Manor. She commended Laura Cripps’ passion as a teacher, which was apparent from her presentation at the work session earlier.

Trustee Coale thanked the president and the board of trustees for the flowers they sent him during his recent illness. He also commented on Bernard Sadusky’s remarks. Trustee Coale voiced his concern about the mismatch between the varied course requirements that students have to meet to apply for pharmacy school and the associated degree requirements. He noted that this places a burden on pre-pharmacy students who are dealing with a rigorous curriculum and negatively impacts HCC’s completion numbers. The possibility of reverse transfer was discussed, as well as working with the Maryland Higher Education Commission for improved transfer articulation. Trustee Schrader agreed with these concerns.

Chair Doyle remarked that his testimony at the county executive budget hearing highlighted the need for more parking on campus. He too appreciated Bernard Sadusky’s accolades for HCC, and was impressed by Laura Cripps’ academic credentials.

E. Reports to the Board of Trustees

Chair Doyle gave an update on the audit and finance committee and the facilities master plan committee.

F. Approval of Board Meeting Minutes

A recommendation to approve the February 26, 2014, work session and regular
session minutes was moved by Trustee Rensin, seconded by Trustee Esmond, and unanimously approved.

G. Consent Items

1. Proposed New Hires
2. Audit Services
3. Adobe Reseller
4. Engineering Services

A recommendation to approve the consent items was moved by Trustee Rensin, seconded by Trustee Coale, and unanimously approved.

H. Discussion Items

1. Arming the Director and Assistant Director of Public Safety

Lynn Coleman gave a brief overview of the rationale for arming the director and assistant director of public safety. Ken McGlynn, director of public safety, responded to questions from board members.

A recommendation to approve arming the director and assistant director of public safety, who are former law enforcement officers and are commissioned special police officers, with the long-term outlook of hiring new employees with prior police certification, to put into effect as soon as is practical, was moved by Trustee Coale, seconded by Trustee Schrader, and unanimously approved.

I. Information Items

1. Board Calendar

Linda Emmerich, executive associate to the president, highlighted calendar items, noting the current and former board social on April 9, 2014, and the presentation of the Clark Medal to Richard Talkin. She mentioned that Vino Scholastico is scheduled for April 25, 2014. She reported that commencement is confirmed for May 20, 2014.

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

2. Agreements Signed by the Board Chair Disclosure

There were no items for the board chair to approve during this time period.

3. Personnel Summary

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

Closed Session

Chair Doyle read the resolution for the board of trustees to meet in closed session on March 26, 2014, noting that the board may need to vote on the approval of an agreement in which case the regular session will be reconvened to vote on the approval item.
WHEREAS, The board of trustees of Howard Community College is authorized by Section 10-508 of the State Government Article of the Annotated Code of Maryland to conduct certain portions of its meetings in closed session.

NOW, THEREFORE, BE IT RESOLVED, that the board of trustees of Howard Community College hereby conduct its meeting in closed session beginning on March 26, 2014, in The Rouse Company Foundation Student Services Hall, room 400 to consider the acquisition of real property for a public purpose and matters directly related thereto as permitted under Section 10-508 (a3) and to consult with counsel to obtain legal advice as permitted under Section 10-508 (a7).

The board may need to vote on the approval of an agreement at the end of the closed session. If that is the case, the board will reconvene the regular session at the completion of the closed session to vote on the approval item. Audience members wanting to observe the approval process may wait in RCF 401 during the closed session and are welcome to observe the regular session should it be reopened.

During the meeting, the board of trustees will receive an update and discuss the college’s parking garage and access to the Howard County property that the college will need to access the garage. Additionally, the board will review with attorney Andrew Robinson an agreement to give the college access to the necessary property.

Adjournment

A recommendation to adjourn the regular session and go into closed session was moved by Trustee Rensin, seconded by Trustee Schrader, and unanimously approved.

The regular session was adjourned at 8:29 p.m.

The above constitutes the official minutes of the March 26, 2014, regular meeting of the Howard Community College Board of Trustees as approved on April 30, 2014, and is a true and correct copy of the same.

Kathleen B. Hetherington, secretary/treasurer
The Board of Trustees of Howard Community College (HCC) met in closed session on Wednesday, March 26, 2014, in The Rouse Company Foundation Student Services Hall (room 400) at Howard Community College, Columbia, Maryland. Chair Kevin J. Doyle read the resolution below to enter into closed session at approximately 8:29 p.m.; the closed session commenced at approximately 8:39 p.m. Other board members present included vice chair Edmund S. Coale, III and trustees Roberta E. Dillow, Mary S. Esmond, Katherine K. Rensin, and Dennis R. Schrader. Trustee Mamie J. Perkins was absent. Kathleen B. Hetherington, secretary-treasurer, and Lynn Coleman, vice president of administration and finance, were also present. Other guests included Andrew Robinson, attorney, Carney, Kelehan, Bresler, Bennett & Scherr, and Mark Thompson, director of downtown redevelopment.

Whereas, the board of trustees of Howard Community College is authorized by Section 10-508 of the State Government Article of the Annotated Code of Maryland to conduct certain portions of its meetings in closed session.

Now, therefore be it resolved, that the board of trustees of Howard Community College hereby conduct its meeting in closed session beginning on March 26, 2014, at the conclusion of the regular meeting in The Rouse Company Foundation Student Services Hall, room 400 to consider the acquisition of real property for a public purpose and matters directly related thereto as permitted under Section 10-508(a3) and to consult with counsel to obtain legal advice as permitted under Section 10-508(a7).

Chair Doyle also noted that the board may need to vote on the approval of an agreement following the closed session. If that was the case, the board would reconvene the regular session at the completion of the closed session to vote on the approval item. Audience members wanting to observe the approval process would be invited to wait in RCF 401 during the closed session and then would be welcome to observe the regular session should it be reopened.

During the meeting, the board of trustees received an update on and discussed the college’s parking garage and access to the Howard County property that the college will need in order to access the garage. The trustees also reviewed with counsel an agreement that would give the college access to the necessary property.

The closed meeting was adjourned at 9:15 p.m.

The above constitutes the written statement of the March 26, 2014, closed session of the Howard Community College Board of Trustees.

Kathleen B. Hetherington, secretary/treasurer