The Board of Trustees of Howard Community College (HCC) met in work session on Wednesday, March 21, 2012, in The Rouse Company Foundation Student Services Hall (room 400) at Howard Community College, Columbia, Maryland. Chair Katherine K. Rensin brought the work session to order at 6:02 p.m. Other board members present included vice chair Kevin J. Doyle and trustees Roberta E. Dillow, Mary S. Esmond, Dennis W. Miller and Dennis R. Schrader. Trustee Edmund S. Coale, III was absent. Kathleen B. Hetherington, secretary-treasurer, was also present.

I. Introduction of New Employees

Sharon Pierce, vice president of academic affairs, introduced Kathleen Martin, English Institute information specialist.

Tom Glaser, vice president of information and technology, introduced Jillian Ball, administrative information systems support technician, and Jason Harris, senior student computer services computer and network support technician.

Cindy Peterka, vice president of student services, introduced John Coughlin, III, director, counseling and career services, and Danielle Johnson, academic advisor, graduation and transfer.

II. Information Session: Learning Outcomes Assessment

Zoe Irvin, executive director of planning, research, and organizational development (PROD), gave a brief background of the learning outcomes assessment program (LOA) and introduced the PROD staff. Patricia Remoy, associate director of PROD, introduced Bernadette Sandruck, chair of the mathematics division, who introduced the math LOA project, and Valerie Lash, chair of the arts and humanities division, who introduced the dance LOA project.

Jennifer Penniman, professor of mathematics and co-coordinator of elementary algebra and the concepts of mathematics courses, presented her LOA project, which focused on the mathematics courses needed by students in the transfer programs for early childhood and elementary education programs and the success of those students on the national basic skills exam, Praxis I test. Students Brittany De Van, Amber Healey, and Amanda Pagnotta participated in the presentation.

Renée Brozic Barger, assistant professor of dance; director, HCC dance program; and director, HCC Arts Collective dance company, presented her LOA project, which is the first LOA project involving dance classes at the college and is part of a larger effort to pursue accreditation of the dance program at HCC from the National Association of Schools of Dance (NASD). Four courses are currently undergoing the LOA process: DANC-160 Introduction to Ballet, DANC-170 Introduction to Modern Dance, DANC-150 Dance Improvisation, and DANC-250 Dance Composition. Students Lindey Allen, Antonio Beverly, Stephanie Depew, Edward Lovern, Margaret Naylor, Shawn Osgood, and Kelsie Straight were featured in a video as part of the presentation.

The work session adjourned at 7:07 p.m.

The above constitutes the official minutes of the March 21, 2012, work session of the Howard Community College Board of Trustees as approved on April 25, 2012, 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 21, 2012, in The Rouse Company Foundation Student Services Hall (room 400) at Howard Community College, Columbia, Maryland. Chair Katherine K. Rensin brought the work session to order at 7:17 p.m. Other board members present included vice chair Kevin J. Doyle and trustees Roberta E. Dillow, Mary S. Esmond, Dennis W. Miller and Dennis R. Schrader. Trustee Edmund S. Coale, III was absent. Kathleen B. Hetherington, secretary-treasurer, was also present.

A. Approval of March 21, 2012, Agenda

   A recommendation to approve the March 21, 2012, agenda was moved by Trustee Doyle, seconded by Trustee Schrader, and unanimously approved.

B. Board Priority Items


      Zoe Irvin, executive director of planning, research, and organizational development, briefly reviewed the core end.

   2. Financial Statements

      Lynn Coleman briefly reviewed the financial statements for February 2012.

C. President’s Report

   President Hetherington congratulated Chair Rensin on her selection as one of Maryland’s Top 100 Women. She acknowledged the work of trustees on behalf of HCC in the past month. She thanked Trustee Miller for coordinating a meeting of the deans of the schools of engineering and education from Johns Hopkins University with HCC vice presidents and staff. Trustees Rensin and Dillow were thanked for attending the Howard County Commission for Women Hall of Fame induction ceremony. Trustees Rensin, Doyle, Dillow, and Esmond were thanked for attending the Silas Craft Collegians fundraiser at Hunan Manor. Trustee Rensin was thanked for offering testimony at the County Executive’s budget hearing.

   President Hetherington gave a legislative update, including briefings on state and county budget hearings. She also gave an update on recent grant applications from the Maryland community colleges consortium. She mentioned that she served as a dictionary judge for the Howard County Library System Spelling Bee, and presented the first Woman of Vision Award to Jean Moon at HCC’s 12th Annual Women’s Studies speaker series presentation on author George Sand followed by Chopin’s music performed by Anne Koscielny.

   Brittany Budden, director of service learning, and her team were commended for being named to the President’s Higher Education Community Service Honor Roll for the sixth consecutive year.

   The president briefly reviewed the HCC succession plan included in the board take-home packet.
D. Board Member Comments

Chair Rensin congratulated President Hetherington on her selection for the second time to Maryland’s Top 100 Women. She talked about the success of the Hunan Manor event.

Trustee Doyle commented on the Hunan Manor event and the ongoing support from the owners. He also agreed with the Howard Community College Educational Foundation (HCCEF) directors’ comment about getting people on campus because the school sells itself.

Trustee Esmond commended the two learning outcomes assessment projects presented in the work session and the dedicated faculty behind them. She mentioned a nursing student who she met in her neighborhood, and the passion and dedication the student felt for the college.

Trustee Miller appreciated the mathematics department’s innovative approach to teaching mathematics. He reported that the Johns Hopkins staff who visited HCC for a meeting on transfer programs were very impressed with HCC and look forward to forging a partnership.

Trustee Schrader applauded the learning outcomes assessment presentations and reflected on the many college connections in the community.

Trustee Dillow also commented on the Hunan Manor event and how it has grown. She noted that Congressman Cummings was once again a highlight of the evening. She gave an update on the money raised so far for Vino Scholastico and the Grand Prix. She gave a brief overview of the board’s dinner with members of the HCCEF executive committee and campaign council earlier in the evening. She emphasized the importance of friendraising and building long-term relationships. She and Chair Rensin will meet with each of the board members to discuss individual giving. Each board member was asked to identify three people or organizations as prospects, friends, donors, or volunteers. She talked about opportunities to bring people on campus, such as the monthly hard hat tours of the new health sciences building.

E. Reports to the Board

Chair Rensin gave a brief report on the audit and finance committee meeting.

F. Approval of Minutes

A recommendation to approve the February 22, 2012, work session, regular session, and closed session minutes, was moved by Trustee Dillow, seconded by Trustee Schrader, and unanimously approved.

G. Consent Items

1. Proposed new hires
2. Renewal of the contract for audit services with SB & Company
3. Mount Airy College Center for Health Care Education change orders for general contractor.

A recommendation to approve the consent items was moved by Trustee Doyle, seconded by Trustee Miller, and unanimously approved.
H. Discussion Items

1. Commission on the Future Update

President Hetherington gave an update on plans for the fourth Commission on the Future, which will take place in fall 2002. She noted that Steve Sachs has agreed to chair the commission, which will include about 50 community members and 50 college employees. Task force topics from previous commissions and those proposed by the planning council for the upcoming commission were shared with the board. President Hetherington invited the board’s discussion and input on the task force topics, as well as whom from the community should be invited to serve on the task force groups.

I. Information Items

1. Board Calendar

Linda Emmerich, executive associate to the president, gave a calendar update. She noted that the college will be closed for spring break the week of April 2. She also noted the April 18, 2012, former and current board social featuring award of the Clark Medal to Vic Broccolino, CEO, Howard County General Hospital, the April 25 Silas Craft Collegians graduate and transfer recognition ceremony and the regular board meeting, and Vino Scholastico on April 27. She drew the board’s attention to the FY13 board meeting calendar in the take-home folder, noting that the September board meeting is scheduled on Thursday, September 27, in observance of the Yom Kippur holiday on the regular fourth Wednesday.

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

2. Agreements Signed by the Board Chair Disclosure

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

3. Personnel Summary

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

Closed Session

Chair Rensin read the resolution to go into closed session.

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

The regular session was adjourned at 8:05 p.m.
The Board of Trustees of Howard Community College (HCC) met in closed session on Wednesday, March 21, 2012, in The Rouse Company Foundation Hall (room 400) at Howard Community College, Columbia, Maryland. Chair Katherine K. Rensin read a resolution to enter into closed session at approximately 8:05 p.m. Other board members present included vice chair Kevin J. Doyle and trustees Roberta E. Dillow, Dennis W. Miller and Dennis R. Schrader. Kathleen B. Hetherington, secretary-treasurer, Lynn Coleman, vice president of administration and finance, and Sharon Pierce, vice president of academic affairs, were also present. Edmund S. Coale, III and Mary S. Esmond were absent.

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 21, 2012, at the conclusion of the regular meeting in The Rouse Company Foundation Student Services Hall, room 400 to discuss matters permitted under Section 10-508 and that such meeting shall continue in closed session until the completion of business. The matters to be discussed directly relate to the following:

(a)(8) consult with staff, consultants, or other individuals about pending or potential litigation; and

(a)(14) a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process.

During the meeting, the board of trustees discussed the aforementioned items.

The meeting was adjourned at 9:05 p.m.

The above constitutes the official minutes of the March 21, 2012, closed session of the Howard Community College Board of Trustees as approved on April 25, 2012, and is a true and correct copy of same.

Kathleen B. Hetherington, secretary/treasurer