Board of Trustees’
Legislative and Community Relations Committee
Meeting Materials

October 2, 2014
8:30 a.m.
The Rouse Company Foundation Student Services Hall
RCF-120B
1. Board members practice respectful dialogue that serves the best interests of the college.

2. Each board member works to integrate servant-leadership into the board culture.

3. Each board member has the opportunity to speak uninterrupted.

4. Board members come prepared – board chair needs to understand what is required and set time and material appropriately.

5. Board chair acts as caretaker for the board – acts as filter, evaluates agenda for time well spent.

6. Board chair speaks for the board to the media.

7. Consent materials are available 10 days in advance; remaining board materials are available seven days in advance.

8. Board members should route any requests for additional information to the board chair or the president at least two business days prior to the board meeting.

9. Board members may utilize email to communicate individually; however, email communications among a quorum of the board or the full board such as “reply all” responses are restricted in compliance with Maryland’s Open Meetings Law.
Howard Community College’s
*Dragon Principles*

We promise to help our students, employees, and community members “get there from here.”

We pledge to…

Be friendly
Be helpful to our students and community
Be considerate of each other

And we pledge to…

*Work with Elected Officials and the Community*
Agenda
Board of Trustees
Legislative and Community Relations Committee

October 2, 2014
8:30 a.m.
The Rouse Company Foundation Student Services Hall
RCF-120B

1. Report on the Maryland Council of Community College Presidents’ Retreat
2. Review of the Draft 2015 Maryland Association of Community Colleges’ Legislative Agenda
3. Review of the Draft Fiscal Year 2016 Howard Community College Legislative Working Agenda
4. Planning for the Howard Community College Legislative Breakfast
5. Expanding Honorary Degree Criteria

The next and final meeting of the legislative and community relations committee is scheduled for February 12, 2015.
1 – Report on the Maryland Council of Community College Presidents’ Retreat

The Maryland Council of Community College Presidents (MCCCP) held its annual retreat at Howard Community College on August 4 - 6, 2014. Agenda items and presenters for the three-day retreat included:

- **2014 Outlook for Higher Education**, Douglas J. Kilcommons, Sr. Vice President, Public Finance Group and Faiza Mawjee Associate Analyst for Higher Education & Non-For-Profit Team, Moody’s Investors Service
- **MHEC Initiatives**, Catherine M. Shultz, J.D., Acting Secretary of Higher Education
- **Status Report on Federal Legislation**, David Baime, Vice President for Government Relations and Policy, American Association of Community Colleges
- **Discussion**, The Honorable Barbara Mikulski, United States Senator and Chair of Senate Appropriations Committee
- **Democratic Candidate for Governor**, The Honorable Anthony G. Brown
- **Changing Face of Maryland General Assembly**, Laslo Boyd, Higher Education Consultant and Columnist for Center Maryland
- **Republican Candidate for Lieutenant Governor**, Rutherford Boyd
- **Community College Role in Maryland Business Roundtable**, Tiara Booker-Dwyer, Program Director, Maryland Business Roundtable for Education
- **Public School Superintendents Association of Maryland, Panel on Advanced Placement and college classes**
- **U.S. Department of Labor and U.S. Department of Education Initiatives**, Eric Seleznow, Deputy Assistant Secretary for US DOL Employment and Training
- **Lumina Foundation Initiatives**, Danette Howard, Vice President for Policy and Mobilization, Lumina Foundation
- **Unionization**
- **Maryland Association of Community College (MACC) Business**, including the legislative agenda, strategic plan, 2015 MCCCP retreat planning, the completion summit, and statewide affinity group reports

President Hetherington will give a verbal report of highlights from the retreat.

**Recommendation**

This item is for information only and requires no action.
2 – Review of the Draft 2015 Maryland Association of Community Colleges’ Legislative Agenda

Background

The Maryland Association of Community Colleges’ (MACC) legislative agenda acts as the general model for Howard Community College’s Legislative Agenda for any given year. The MACC legislative agenda determines where special emphasis should be placed in the college’s agenda as it relates to state issues that affect the welfare of Howard Community College students. The agenda identifies the key priorities for focus during the Maryland General Assembly session, and includes talking points for support of community colleges.

Recommendation

This item is for information only and requires no action.
Background Information

It is apparent that Maryland is not rebounding from the recession as quickly as previously predicted. There are numerous theories as to why – the harsh winter, an indecisive congress, consumer confidence, defense reductions, the impact of the Affordable Care Act, etc. As a result, the 2015 budget is expected to reach a deficit of $400 million by December. Many are quick to blame the shortfall on the O’Malley administration for introducing a budget based on a 5.2 percent economic growth factor and a 4.6 percent revenue growth factor – neither of which are now expected to come to fruition. As a result, the Board of Public Works recently rescinded $77 million from the budget. A large portion of this rescission was taken from the increases granted to state agencies last year. Although the Cade-funded community colleges were not affected by the Board’s action, approximately $10 million was rescinded from the other segments of higher education, including $417,000 from Baltimore City Community College. Further rescissions are predicted.

Maryland’s community colleges are appreciative of the state aid increase they received last session and are pleased that the General Assembly recognized the need to address the dip in the percentage that ties our state aid allocation to that granted the four-year public colleges and universities. The percentage tie is an instrumental component of the Cade formula and has been reduced five times since the downturn of the economy; thereby eroding state funding per student at community colleges.

INTRODUCTION

The following Legislative Agenda outlines the initiatives of the community colleges for fiscal 2015. These initiatives and issues will be discussed with the administration and legislative leadership during the interim session of the Maryland General Assembly. As a result, this outline will evolve and adapt as the opening of the General Assembly approaches.

In addition to these initiatives, the MACC Legislative Committee will review and make recommendations on legislation affecting community colleges as it is introduced throughout the 90-day Session.

A concern of our institutions has been the growing number of bills requesting tuition waivers for a particular segment of state’s population. Currently community colleges provide tuition waivers for disabled students, senior citizens, foster care students, and unaccompanied homeless youth. Each year there is legislation introduced to provide or expand tuition waivers for disadvantaged students. These waivers are viewed as a way to assist a particular group of
students who have tremendous need without allocating state resources to pay the cost. However, tuition waivers inevitably drive up costs for all students and thus undermine the community college mission affordability.

Maryland’s community colleges believe all students should have access to postsecondary education and are supportive of ways to fund any new waiver legislation with state resources in the form of financial aid. Passing the costs onto regularly enrolled students is an indirect way of funding programs at the expense of other students who are also struggling financially to pay the cost of attendance. Therefore, MACC opposes any further expansion of unfunded tuition waivers.

1. 2016 Budget Request

MACC is particularly concerned about enrollment decline and how this will affect future state funding. Early indicators show that it is likely that statewide enrollments at community colleges will be down for the third consecutive year. Therefore, it is possible that several community colleges will fall into the hold harmless provision of the Cade formula.

Community colleges serve approximately a half million Marylanders annually. Never has it been more important to maintain state-of-the-art institutions at an affordable cost for all Marylanders. The Cade formula was established to enhance the State’s portion of a community college education. It provided the community colleges with a predictable and stable funding model that links together all of Maryland’s higher education institutions while encouraging enrollment growth.

Unfortunately, the Cade and BCCC funding formulas were adjusted downward 5 times during peak community college enrollment growth. The current percentage tie in the Cade formula is at 20% of the FTE funding granted to the four year public colleges and universities. Full statutory funding of 29% for the 15 Cade funded institutions and 68.5% for BCCC will not be achieved until 2023.

MACC seeks to increase state aid to community colleges by 10% for fiscal 2016. This will require an increase of $22.6 million for the 15 Cade-funded institutions and $4.2 million for BCCC. The additional funds would be used to offset the loss of tuition revenue resulting from statewide enrollment decline, would assist in maintaining access for all Marylanders seeking postsecondary education and skill training, and would contain rising student debt.

The fiscal 2016 $22.6 million increase in state for the 15 community colleges and $4.2 million for BCCC would also expedite the percentage ties in the Cade and BCCC funding formulas that have been reduced 5 times to help balance the state’s structural deficit. Currently full statutory funding for community colleges will not be reached until 2023.

2. 2016 Capital Request
Fully fund the 2016 request of $85.1 million for 23 projects at 12 community colleges across the state. Of this amount, $32,033,000 was preauthorized as part of the fiscal 2015 capital budget cycle.

After several years of discussion with the Department of Budget and Management and General Services, community colleges have modified the Capital Prioritization model to include parking garages. Currently there are no parking garage projects requested in the 5-year Capital Improvement Plan requests from any community college.

Maryland Association of Community Colleges Approved Prioritization: FY 2016

<table>
<thead>
<tr>
<th>Community College</th>
<th>Project Name</th>
<th>Project Phase</th>
<th>Project Cost</th>
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<tr>
<td>College of Southern Maryland</td>
<td>Technology Infrastructure Upgrade</td>
<td>Construction</td>
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<td>Harford Community College</td>
<td>Edgewood Hall Renovation</td>
<td>Construction</td>
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<td>Lanham Hall Renovation</td>
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<td>Wor-Wic Community College</td>
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<td>Construction</td>
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<td><strong>FY '15 Pre-authorized Projects</strong></td>
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<td>Completion</td>
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<td><strong>Total Request</strong></td>
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Note: Final Prioritization approved by the MCCCCP on August 5, 2014

Baltimore City Community College does not prioritize capital projects through the MACC prioritization process.
3. Leverage Private Investment

Each of Maryland’s 16 community colleges has a foundation that solicits for funding in their local communities. It is the mission of each of the foundations to match donor requests with campus needs and the needs of the students served. Most of these donations provide scholarship opportunities for disadvantaged students or to support projects on campus that are not funded by the state or local government. Several of the colleges use foundation funds to pay for the textbooks for FARM students that have entered the dually enrolled student programs at our institutions. To assist the community college foundations MACC is seeking two initiatives:

- **Tax Credit for Community College Foundations**
  
The 2014 Maryland General Assembly enacted HB450/SB486 that provides for a credit for donations made to a qualified permanent endowment funds at an eligible community foundation. Although our institutions that have a community foundation in their jurisdiction work closely with their respective community foundations, the recently enacted legislation provides a barrier for our foundations when competing for limited donor support.

  MACC seeks legislation that would provide a tax credit against the State income tax for donations made to qualified endowment funds at their local area community college.

- **CTE Matching Grant**
  
  Maryland’s community colleges continue to face fiscal constraints in providing up-to-date technology equipment for career and technology training that is needed in order to prepare a workforce that can compete globally for business and industries.

  MACC seeks state matching grants for donations from private business and industries designated to a community college for CTE programs.

4. Career and College Readiness and College Completion

The 5th MACC Completion Summit will occur this coming December. Over the past five years the community colleges have identified and shared best practices to enhance the state’s completion agenda. We are proud that our certificate and licensure completions have exceeded the Administration’s goal, increasing nearly 40%, and that our degree completions have increased by over a third; however, much work is still needed in this area. To maintain this momentum MACC seeks support for the following:

- **Enhancement Funding**
  
  With the passage of the *College and Career Readiness and College Completion Act of 2013*, the General Assembly signaled its commitment to preparing students for college and careers in high school, creating pathways for 2- and 4-year college completion, and successful entry into the workforce. Achieving these goals requires additional advising and mentoring of students in the public schools and higher education institutions,
especially with changing student demographics that are challenging the state to increase access and college completion among underrepresented student populations.

One program in particular has the current attention of the Maryland General Assembly – the recently launched Achieving Collegiate Excellence and Success (ACES) program, a partnership among Montgomery County Public Schools, Montgomery College, and the Universities at Shady Grove. This program targets underrepresented students in higher education and provides them with a seamless education pathway from high school to college completion. The initial program was funded by Montgomery College.

MACC seeks enhancement funding from the state to enable each of the state’s 16 community colleges to provide college and career counseling in their respective local area high schools.

• CTE Financial Aid – workforce training courses
There is no state financial aid and very little federal aid available to students who are pursuing licensure or certification through non-credit courses at their local community college. These programs provide the CTE training required to fill many of the middle-skill jobs that drive day-to-day commerce. For this reason, affordable training for skills in areas of construction, truck driving, culinary arts, computer technology, automatics, HVAC, etc. is critical to maintaining a skilled Maryland workforce.

MACC seeks to expand existing state financial aid programs or create a new scholarship program specifically for CTE training and other non-credit course work that provides training for middle skilled jobs leading to licensure and/or certification.

• Career and College Readiness Act of 2013 - change
Community colleges, along with the other segments of postsecondary education and the superintendent’s association, request changes in the Career and College Readiness Act of 2013 that streamline the reimbursement process by:
(a) Eliminating the four course maximum. The number of courses is very difficult to track for students choosing to attend multiple postsecondary institutions as dually enrolled students and is specified in each MOU drafted by the local school district and postsecondary institution; and
(b) Maintaining only one tuition reimbursement rate that is calculated at 90% of 75% of the cost of tuition and eliminating the other alternative.

5. Statewide and Health Workforce Shortage Programs
These very successful grant programs permit Marylanders to attend a community college outside their county of residence at reduced out-of-county tuition rates if the program is deemed by MHEC to address a workforce shortage need or if the student’s local community
The college does not offer the program. The state assumes a portion of the cost differential. The grants provide a two-fold benefit for the State;

1) They expand student capacity in high demand programs; and

2) They permit the community colleges to offer and maintain high cost programs. All programs designated for these grants require the approval of the Maryland Higher Education Commission.

The Budget Reconciliation and Finance Act of 2011 (BRFA) permanently altered the funding for the Statewide and Health Workforce Shortage Programs. Instead of reimbursing the colleges on an FTE basis for the out-of-county cost differential, the colleges receive a prorated reimbursement in accordance with an annual appropriation in the budget. For the past three years, funding for these programs has been capped at $6 million. In addition, the State still has a deficiency for these programs of approximately $2.5 million that has been carried forward from prior years.

**MACC seeks to restore full funding for the Health Manpower Shortage Grant and Statewide Programs.**
3 – Review of the Draft Fiscal Year 2016 Howard Community College Legislative Working Agenda

Background

The Howard Community College (HCC) legislative agenda supports the Maryland Association of Community Colleges’ (MACC) legislative agenda, while also focusing on the issues that directly impact Howard Community College. The legislative agenda is divided into three main areas of emphasis: MACC/statewide budget and issues, HCC capital budget, and HCC operating budget.

A working outline of the HCC legislative agenda follows, and will be discussed at the October 2, 2014, legislative and community relations committee meeting. Following that input, a revised agenda will be presented to the full board for review and approval at the October 29, 2014, meeting. The MACC Board of Directors will approve the statewide community college legislative agenda on October 29, 2014. While no changes are anticipated, if there are changes from that meeting, they will be discussed with the board of trustees.

Recommendation

This item is for information only and requires no action.
Fiscal Year 2016 Howard Community College Legislative Agenda

1. Invest in Infrastructure to Serve the Needs of Current and Future Students
   - **Construction of a new Science, Engineering, and Technology Building:** ($16,039,000 county; $16,039,000 state)
     - This new building is essential to support growth in the science, engineering, and technology programs and educate students who will be instrumental in fulfilling Howard County’s workforce demands.
     - Pre-authorized, split-funded construction.
   - **Expansion of the East Parking Garage:** ($7,717,000 county)
     - This expansion (remaining construction funding) will provide a necessary 750-space addition to the East Parking Garage and an additional access road from Little Patuxent Parkway.
     - With increased enrollment at the college, the current parking availability cannot serve students, with parking lots and garages filling early each day and satellite parking becoming essential.
     - With the construction of the Science, Engineering, and Technology Building, the college will lose 250 in-demand parking spaces.
     - Remaining construction funding.
   - **Renovation of the Nursing Building and the Science/Technology Building:** ($913,000 county; $815,000 state)
     - With the construction of the Science, Engineering, and Technology Building, those programs will vacate these two buildings, and the buildings must be renovated to better serve students. The renovation will provide instructional and support space for the social sciences and teacher education areas, establish learning space for students and faculty, and consolidate space currently utilized by academic and administration departments to enhance collaboration and realize efficiencies.
     - Remaining design funding.
   - **Improvements to safety, compliance, and facilities:** ($3,503,000 county)
     - This funding will support much-needed deferred maintenance projects, enhance security systems, renovate Americans with Disability Act (ADA) facilities, and upgrade technology.
     - Design and construction funding.

Total Request from County - $28,172,000, from State - $16,854,000

2. Enhance Operational Funding to Support Students in Success, and Support Faculty and Staff in Providing Excellent Education and Services
   - Operating budget priorities include:
     - Providing students with pathways to success
     - Investing faculty and staff to ensure they can continue to provide students excellent education and services
3. Increase State Aid to Community Colleges by 10 Percent

- This request would maintain access for all Marylanders seeking postsecondary education and skill training.
- The Cade formula was established to enhance the state’s portion of a community college education. Unfortunately, the Cade and Baltimore City Community College (BCCC) funding formulas were adjusted downward five times during peak community college enrollment growth. Currently, full statutory funding for community colleges will not be reached until 2023.
- The increase of $22.6 million for the 15 Cade-funded institutions and $4.2 million for Baltimore City Community College would expedite the percentage ties in the Cade and BCCC funding formulas, which have been reduced five times to help balance the state’s structural deficit.

4. Fully Fund the FY16 Capital Request for Community Colleges

- 23 Projects Across 12 Community Colleges: $85.1 Million ($32 Million Pre-authorized)
  - Howard Community College is requesting funding for the construction of the new Science, Engineering, and Technology Building and renovations of the Nursing Building and Science/Technology Building.

5. Leverage Private Investment

- Tax Credit for Community College Foundations
  - The 2014 Maryland General Assembly enacted HB450/SB486 that provides for a credit for donations made to a qualified permanent endowment funds at an eligible community foundation. Although institutions that have a community foundation in their jurisdiction work closely with their respective community foundations, the recently enacted legislation provides a barrier for college foundations when competing for limited donor support.

- College for Technical Education (CTE) Matching Grant
  - Maryland Association of Community Colleges (MACC) seeks state matching grants for donations from private business and industries designated to a community college to provide up-to-date technology equipment for career and technology training that is needed in order to prepare a workforce that can compete globally for business and industries.

6. Provide Enhancement Funding

- College and Career Counseling at Area High Schools
  - With the passage of the College and Career Readiness and College Completion Act of 2013, the General Assembly signaled its commitment to preparing students for college and careers in high school, creating pathways
for two- and four-year college completion, and successful entry into the workforce. Achieving these goals requires additional advising and mentoring of students in the public schools and higher education institutions.

- **CTE Financial Aid for Workforce Training Courses Leading to Licensure or Certification**
  - There is no state financial aid and very little federal aid available to students who are pursuing licensure or certification through noncredit courses at their local community college. Affordable training for skills in areas of construction, culinary arts, computer technology, and other related fields is critical to maintaining a skilled Maryland workforce.

7. **Change Necessary to Career and College Readiness Act of 2013**
   - **Eliminate the four course maximum**
     - The number of courses is very difficult to track for students choosing to attend multiple postsecondary institutions as dually enrolled students and is specified in each Memorandum of Understanding (MOU) drafted by the local school district and postsecondary institution.
   - **Maintain one tuition reimbursement rate**
     - Calculate the rate at 90 percent of 75 percent of the cost of tuition and eliminate the alternative.

8. **Restore Full Funding for Statewide and Health Workforce Shortage Programs**
   - These grant programs permit Marylanders to attend a community college outside their county of residence at reduced tuition rates if the program is deemed to address a workforce shortage need or if the local community college does not offer the program.
   - The Budget Reconciliation and Finance Act of 2011 (BRFA) permanently altered the funding for the Statewide and Health Workforce Shortage Programs. For the past three years, funding for these programs has been capped at $6 million. In addition, the state still has a deficiency for these programs of approximately $2.5 million that has been carried forward from prior years.
4 – Planning for the Howard Community College Legislative Breakfast

Background

The annual Howard Community College legislative breakfast is scheduled from 8:00 to 9:30 a.m. on November 14, 2014, prior to the groundbreaking of the science, engineering, and technology building. The breakfast has been moved to an earlier date due to the weather challenges with holding an event in January. In addition, the earlier date allows the breakfast to complement the groundbreaking event.

With the theme, “Building the Foundation for Student Success,” the legislative breakfast will be held in The Rouse Company Foundation Student Services Hall, RCF-400. Selected students will be scheduled to address the elected officials. The event will also be an opportunity for Dr. Kate Hetherington to detail the college’s legislative agenda via a presentation and handouts. Board members and senior college staff will be invited to attend.

Recommendation

This item is for information only and requires no action.
5 – Expanding Honorary Degree Criteria

**Background:** In 2002, the college established a procedure for awarding honorary degrees. At that time, honorary degrees were awarded to an individual for one or more of the following reasons:

- To recognize an exceptional scholarly, intellectual or artistic achievement;
- To recognize extraordinary service to the institution; or
- To recognize outstanding contributions to the community.

At its March 28, 2007, meeting the board of trustees approved the following revisions, which narrowed the criteria for awarding honorary degrees. That revised language follows:

- Recognizes a significant period of extended service to the college. Honorary degrees will be granted to a small number of people each year. In some years there may be no recipients.
- Presented at commencement.

The American Association of Collegiate Registrars and Admissions Officers (AACRAO) in *The Registrar’s Guide: Evolving Best Practices in Higher Education* (2006, Appendix 21-B) states that the honorary degree has a three-hundred year tradition in American education as a distinction awarded typically for one of three reasons:

- “To recognize extraordinary intellectual or artistic achievement;
- To honor service to the university and to the wider society; or
- To recognize men and women who might serve as examples to the institution’s student body.”

The administration asks that the legislative and community relations committee consider restoring the 2002 version of honorary degree criteria. Expanding the criteria would allow for the award of the honorary degree to commencement speakers and other individuals who have made extraordinary contributions to society, but who may not have a direct connection with the college.

It should be noted that, in addition to the honorary degree, the college has two additional recognitions that acknowledge service to the college. The Trustees’ Award recognizes accomplishment or contribution to the college that year. The Clark Medal recognizes a lifetime of achievement and service to HCC and the community.
The administration recommends that the committee approve the expanded criteria for awarding honorary degrees. If approved the expanded criteria will be presented to the full board as a consent item at its October 29, 2014, meeting.