Board of Trustees’
Legislative and Community Relations Committee
Meeting Materials

September 6, 2007
Schoenbrodt Boardroom – 8:30 am
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.
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
Board of Trustees
Legislative and Community Relations Committee

September 6, 2007
8:30 am
Administration Building
Schoenbrodt Boardroom - A225

1. Howard Community College Legislative Agenda
2. HCC Legislative Breakfast
1 – Howard Community College Legislative Agenda

Background:

At the Maryland Association of Community Colleges (MACC) presidents retreat in Ocean City in August, the presidents reviewed the draft of the MACC legislative agenda for the 2008 session of the General Assembly. The key issue for next year, consistent with the past several years, is the need to focus on funding for the community college capital and operating budgets.

The president has already updated the board via email on the major actions taken by the presidents relative to the capital budget. It is also important that all MACC schools remain vigilant about the operating budget. Although the Cade funding formula was fully funded last year, there is no guarantee that this funding will happen again this year, especially in light of the state need to close what is currently a $1.5 billion budget deficit.

The Howard Community College (HCC) legislative agenda generally mirrors the MACC agenda with special emphasis placed on how issues directly impact HCC. HCC will focus on four key priorities this year: capital funding, the Cade formula, student financial aid, and funding for the Laurel College Center.

A working outline of the HCC legislative agenda will be introduced to the board at the September legislative and community relations committee meeting. The final version of the agenda will be presented to the full board for approval at its November meeting. A draft version of the agenda follows this document.

Recommendation

This item is for discussion only and requires no committee action.
FY 2009
Legislative Agenda
(DRAFT)

OVERVIEW

Note: Data in this draft agenda is culled from last year’s data and current projections and is accurate as of August 22. The data will be updated as new numbers become available over the next several weeks.

Enrollment at Howard Community College (HCC) is at an all-time high. These key statistics highlight the significant growth at the college:

- Full time equivalent (FTE) enrollment for fall 2007 is up 4.7 percent from last year.
- A total of 7,500 students enrolled in credit classes at HCC in fall 2007.
- Over the last seven years, FTE enrollment at HCC has increased 39.9 percent.
- One out of four graduates of Howard County Public Schools enrolled at HCC in fall 2007.

HCC offers 177 programs leading to a degree or certificate. New programs that have been added this year include computer forensics, sociology, theater performance, and photography. Future academic programs, which are under development and are scheduled to be offered in 2008, include radiologic technology, fire science, music technology, architecture and construction management, and police academy programs.

The continuing education division continues to reach out to the community by offering many diverse classes and programs that attract learners of all ages. Fifteen thousand people enrolled in HCC continuing education classes last year. One highlight of this year was the popular Kids on Campus program, which enrolled 1,744 children from elementary age to high school.

HCC plays an important role in workforce development in Howard County by providing access to training. The college offers courses, certificates, and degree programs for entry-level and incumbent employees, industry certifications, advanced technical programs, and executive development, leadership, and management programs.

Last year, HCC provided customized training courses for 45 Howard County businesses to help give their workers the skills needed to succeed. The college has also found that
its open enrollment continuing education classes are being accessed by individuals who want to strengthen their jobs skills. A survey conducted last year found that half of all open enrollment courses were being taken by individuals for work-related reasons. Many of these classes were in fields such as technology, health care, child care, and world languages.

HCC also offers courses and programs at three other locations:

- The Laurel College Center (LCC), operated jointly with Prince George's Community College (PGCC), continues to be a marked success for the community. Designated as a regional higher education center by the Maryland Higher Education Commission (MHEC), LCC provides students access to associate, baccalaureate, and master's degree programs through HCC, PGCC, Towson University, University of Maryland University College, and the College of Notre Dame of Maryland.

- The Belmont Inn and Conference Center provides unparalleled opportunities for HCC’s culinary and hospitality students. These programs are enrolled at their maximum capacity and will allow students to learn the skills to get professional and management level positions in the hospitality industry, a critical workforce need throughout Maryland.

- HCC’s Charles I. Ecker Business Training Center, located in the Gateway building with its professional meeting spaces and computer labs, is a resource for the local business community to meet and train so they can continue to be regional, national, and international leaders in their respective industries.

HCC is an institution that strives for excellence. HCC is committed institutionally to continuous quality improvement and has adopted the Baldrige framework to measure and improve performance. HCC won a Bronze Maryland State Quality Award in both 2002 and 2003 and earned a silver award in 2006.

HCC is focused on the changes that will come to Howard County as a result of the federal Base Realignment and Closure (BRAC) initiative. The college is actively involved and taking leadership to ensure that Howard County is prepared for the influx of people and jobs that will be coming into the region.

HCC works in concert with the Maryland Association of Community Colleges (MACC) and the other fifteen community colleges in the state to pursue a state-focused legislative agenda that collectively addresses the needs of Maryland’s community colleges. Over 120,000 students enroll in credit classes at community colleges across the state and another 350,000 enroll in continuing education classes. HCC encourages the Maryland General Assembly and the executive branch of state government to support the priorities developed by MACC. Statewide and local priorities of special concern to HCC are outlined in this legislative agenda.
Purpose: Support funding for HCC at the state level through full statutory funding of the Cade community college formula and through county appropriations at the local level.

HCC receives funding for its operating budget from multiple sources. State funding accounts for 15 percent of support, the county provides 31 percent, tuition and fees 34 percent, and 20 percent comes from other sources.

In addition to serving more students each year, HCC is working hard to manage recurring costs such as replacing and upgrading campus technology, increased health care costs, and serving students with documented disabilities.

Community colleges receive the state portion of their operating budget through the John A. Cade funding formula. The FY09 budget marks the second year of a six-year commitment to enhance this formula. This year, the formula is scheduled to provide 26.25 percent of the state aid per full-time equivalent student (FTE) at select four-year public colleges and universities. This amount would provide for approximately a ______ percent increase (awaiting final number from MACC) in state funding for HCC.

HCC requests that the state fund the Cade Formula in the FY09 budget at the level set in statute of 26.25 percent.

While the state must be committed to producing a balanced budget, it is important that an investment in community college students be made. Increased public funding for community colleges helps to keep tuition as low as possible.

Due to governmental budget constraints in the early 2000’s and large enrollment increases at HCC, state funding has not kept up with student needs. In fact, state funding per FTE has increased minimally this decade. The chart following this document shows a graphic representation of the proportion of funding contributed to the HCC operating budget by the state, county, and tuition dollars. (Once audited FY07 numbers are available in October, this argument can be made in a more specific way.)

Access and affordability of higher education are directly associated with the level of state and county operating funds received by the institution. Strong operating support from the state and county, coupled with prudent fiscal management by HCC, helps to keep student tuition as affordable as possible.
Capital Budget

Position: Support funding of HCC capital projects

Three significant capital projects built over the last five years have been of great benefit to HCC students. The English, languages, and business building (ELB) (soon to be renamed the Mary Ellen Duncan Hall for English, Languages, and Business), the Horowitz Visual and Performing Arts Center (HVPA), and the Rouse Company Foundation Student Services Hall (RCF) have added critically needed academic and student support space on campus. However, because of dramatic student enrollment increases over the last decade, these buildings have only prevented HCC from falling further behind in its capital inventory.

Based on the state’s capital space allocation guidelines, HCC is still extremely far behind in having the space necessary to serve all students who wish to enroll today and in the future. Analysis by the Department of Legislative Services over the past few years indicates that HCC’s current space deficit is the highest of the 16 Maryland community colleges. Currently, the state guidelines show HCC has a deficit of 208,187 square feet. If progress does not continue on HCC’s capital improvement plan, the college will fall even farther behind. This situation is especially true in light of the fact that enrollment at HCC is expected to increase by about 1,500 more students (25 percent) over the next ten years. Without the appropriate physical infrastructure, Howard County residents will see their higher education options limited.

HCC requests support for the following projects included in its FY09 capital improvement plan:

- Renovations to the James Clark, Jr. Library building first floor (This space was vacated by the move to the RCF. Because funding was not available for this project last year this space has sat empty for several months)
  - State Request $7,889,000
  - County Request $7,889,000

- Design of the Medical Careers Building
  - State Request $1,982,000
  - County Request $1,982,000

- Telecommunications upgrades
  - County Request $300,000

- Safety, Compliance and Facility Renewals
  - County Request $1,370,000

- Campus Roadways
  - County Request $520,000

Note: Once the capital budget is approved by the board of trustees at its September meeting a more detailed summary of HCC’s capital request will be prepared.
Laurel College Center

Position: Support state funding for the Laurel College Center

The Laurel College Center (LCC) was formed as a partnership between Prince George’s and Howard Community Colleges in 2001. LCC has expanded educational opportunities to many residents in the Laurel region. In addition to the courses offered by PGCC and HCC, several four-year institutions, including Towson University, University of Maryland University College, and College of Notre Dame of Maryland, offer Bachelor’s and Master programs at LCC. More than 120 sections of credit courses are offered at LCC. Students can study business administration, general studies, criminal justice and applied information technology. More than 100 job-training and workforce-development courses are also offered at Laurel.

LCC is an important access point to higher education. In fall 2006, there were 764 credit students and 1,169 noncredit students enrolled in courses offered by Howard and Prince George’s Community Colleges. Enrollments in classes offered by the four-year institutions total 78 students.

At its inception, LCC was fully funded by both Prince George’s and Howard Community Colleges. In the summer of 2005, the first direct appropriation of $100,000 was provided by the state to support LCC. Last year, another $100,000 was appropriated. These funds have been very helpful in supporting the students at LCC; however, based on the original funding guidelines for the regional higher education centers, LCC should have received $200,000.

The Maryland Higher Education Commission (MHEC) has developed criteria to calculate a level of base funding each of the regional higher education centers in the state should receive based on enrollments and programmatic offerings. While these criteria do not exist in statute, HCC believes they are a reasonable way to determine equitable funding levels for regional higher education centers. Based on these criteria, the FY09 request for LCC includes:

- **$200,000** base-funding
- **$78,002** incentive funding based on FTE
- **$54,116** lease funding
- **$439,000** funding for equipment replacement and system upgrades

**$771,118** TOTAL
Financial Aid

Position: Support student financial aid

Howard Community College knows that college must be affordable for students. The college financial aid office works diligently to make sure students are aware of various federal and state aid programs. The college also sets funds aside from its operating budget to provide aid to students and the Howard Community College Educational Foundation (HCCEF) raises scholarships funds. Last year, the HCCEF distributed $238,185 in scholarships.

In FY06, about one-third of all HCC students received some form of financial aid totaling $6.7 million. This aid helps offset expenses for tuition, fees, books, supplies, child care, and other educational expenses. Even with this aid, many students still have unmet needs that make it a challenge for them to afford college.

Because of this continuing need, HCC asks that the state make funding for financial aid programs, particularly need based aid, a priority in the state budget.
Local, State, and Tuition per FTE

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2 – Howard Community College Legislative Breakfast

Background:

The annual HCC legislative breakfast will be held in The Rouse Company Foundation Student Services Hall, RCF-400, on Monday, January 14, 2008. For the last several years, the event has been held in early December, but after consultation with some of the college’s elected officials, it was decided that attendance among elected officials would be higher if the event were held in January. Selected students will be invited to dine with the elected officials; additionally, the president will make a brief presentation on HCC’s legislative agenda. Board members and senior college staff will also be invited to attend.

Recommendation

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