Board of Trustees’
Legislative and Community Relations Committee
Meeting Materials

February 6, 2008
The Rouse Company Foundation Student Services Hall
Room: 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.
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

February 6, 2008
8:30 am
The Rouse Company Foundation
Student Services Hall
Room: 120B

1. Award Nominations
2. Posthumous Recognition of a Student Procedure
3. National Legislative Summit
4. Progress of the Annapolis Session
5. Student Advocacy Day
1 – Award Nominations

**Background:** In fall 2006, the board of trustees asked the administration to clarify guidelines for the various awards presented by the board to members of the Howard County community. These awards include honorary degrees, the Trustees’ Award for Service to Howard Community College, and the Clark Medal. Issues to be clarified included the criteria for the awards and how to differentiate them, timing for presenting the various awards, and potential candidates.

**Honorary Degrees**
- Recognizes a significant period of extended service to the college (limit two per year)
- Presented at Commencement
- Pat and Jill McCuan were identified last year as honorary degree recipients but were unable to attend the 2007 commencement. The award of the honorary degrees for Pat and Jill McCuan was deferred until the May 2008 Commencement.

**Trustees’ Award**
- Presented for accomplishment or contribution to the college that year
- To be presented at the beginning of the lunch portion of spring convocation scheduled for May 22, 2008
- Potential Candidates: Mary Ann Scully
- The following candidates were approved at the board’s March 28, 2007, meeting; however, the awarding will not take place until May 22, 2008:
  - Mary Armiger
  - Abby Glassberg
  - Barbara Van Winkle

**Clark Medal**
- Recognition of a lifetime of achievement and service to HCC and the community
- To be presented at a fall volunteer event along with the annual report
- The medal will not be given out every year – only on the occasions when a particularly special person came along who had earned it.
- There are no nominees from the administration at this time.

**Recommendation**

The administration recommends that the committee determine candidates for the various degrees. Potential candidates will be brought to the full board for consideration.
2 – Posthumous Recognition of a Student Procedure

Background: In November 2007, the college received a letter of request from the family and friends of a Howard Community College student who had passed away from injuries sustained in an automobile accident. The letter asked if there might be some way that the college could award the student a degree or some recognition that he had been a student member of the college community. President’s team members considered the request and agreed that the college should have a procedure in to pay tribute to the memory of a student. Simultaneously, the Board of Trustees’ Legislative and Community Relations Committee asked the administration to explore developing a policy to award degrees posthumously.

Staff researched the posthumous award of degrees and recognition and drafted a policy statement for Howard Community College. Please note that this proposed procedure allows for the posthumous award of either a degree or certificate of recognition. Typically, colleges and universities award posthumous degrees when a student was nearing completion of a degree. Because community college students are unique and some may attend HCC for many years and still not be near degree completion, the administration wanted to include a mechanism not only for awarding posthumous degrees, but also for recognizing a student who did not meet the posthumous degree criteria, but was a member in good standing of the student body.

Recommendation

The administration requests that the legislative and community relations committee review the procedure and recommend approval to the full board at its February 27, 2008, regular meeting.
Posthumous Recognition of a Student-61.07.02

Definition and criteria:

When a currently enrolled student dies prior to completing requirements for his/her degree or meeting his/her academic goal at Howard Community College, that student may be recognized posthumously for his/or her work at the college and as a gesture of compassion to the student’s family.

There are two types of posthumous recognition:

- A posthumous degree, or
- Posthumous certificate of recognition

A posthumous degree is given when the deceased student was nearing completion of his/her studies. Criteria for the posthumous degree include:

- The student has completed 75% or more of courses.
- The student was enrolled in classes at Howard Community College at the time of his/her death.
- The student was in good academic and financial standing with the college as defined in policy 10.14 and procedure 10.14.01 entitled Academic Standards.

If a deceased student does not qualify for the award of a posthumous degree, he/she may be given formal recognition for his/her study at the college. A posthumous certificate of recognition may be given when the following criteria are met:

- The student has attempted at least twelve (12) credits at the college.
- The student was enrolled in classes at Howard Community College at the time of his/her death.
- The student was in good academic and financial standing with the college, as defined in policy 10.14 and procedure 10.14.01 entitled Academic Standards, at the time of his/her death.

Process for giving posthumous recognition:

A member of the college’s faculty/staff and/or a family member of the deceased may request consideration for a posthumous degree or certificate of recognition. This request should be made to the office of records and registration, where it will be evaluated to confirm that the request meets the criteria for either a posthumous degree or certificate of recognition. After evaluation by the office of records and registration,
the request will be presented to president’s team for consideration. A request approved by president’s team will be presented to the college’s board of trustees for approval.

Posthumous degrees will be awarded and recognition of attendance will be given at the college’s May commencement ceremony. The deceased student(s) will be recognized in the commencement program and during the commencement ceremony.

Policy Manual Review/Revision: xx/xx/08
3 – National Legislative Summit

**Background:** The Community College National Legislative Summit will be held at the Marriott Wardman Park Hotel February 11-13, 2008. The schedule for the summit is below, followed by the 2008 Community College Federal Legislative Issues piece from the American Association of Community Colleges and the Association of Community College Trustees. The committee will discuss logistics for attending this event.

### 2008 NATIONAL LEGISLATIVE SUMMIT

**Monday, February 11**
- 7 a.m. - 2:30 p.m. Registration
- 8 a.m. - 9:45 a.m. Opening General Sessions
- 9:30 a.m. - 11:30 a.m. Roundtable Seminar for Community College Lawyers
- 10 a.m. - 11:30 a.m. Community College Priorities Session
- 12:15 p.m. - 2:15 p.m. General Session Luncheon with Charlie Cook and Stuart Rothenberg *
- 2:30 p.m. - 4 p.m. Policy Focus Sessions
- 5:30 p.m. - 6:30 p.m. National Capital Reception

**Tuesday, February 12**
- 7 a.m. - 2:30 p.m. Registration
- 7 a.m. - 8:15 a.m. State Breakfast Meetings (at hotel)
- 8:30 a.m. - 11:30 a.m. General Sessions
- Noon - 2 p.m. Taste of DC (lunch on your own)
- Afternoon Visits to House, Senate, and Executive Branch Offices Begin
- 4 p.m. - 6:00 p.m. Community College Caucus Reception (902 Hart Senate Office Building, Capitol Hill)
- 7 p.m. - 9 p.m. Capital Awards and Entertainment Banquet *

**Wednesday, February 13**
- 8:30 a.m. - 10:30 a.m. General Session Breakfast *

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**Recommendation**

This item is for discussion only and requires no action.
2008 COMMUNITY COLLEGE FEDERAL LEGISLATIVE ISSUES

Higher Education Act (HEA)
The reauthorization of the Higher Education Act should be completed in 2008. Congress should reject the inclusion of the “single definition” of “institution of higher education” in HEA. The “single definition” would give for-profit institutions access to federal grants such as Title III-A, Hispanic-Serving Institutions, Department of Labor, nursing, National Science Foundation, and numerous other programs. Congress should not place any conditions on the acceptance of transfer credits by colleges, though it should provide funding for colleges and states to facilitate transfer voluntarily. Congress also should be sensitive to the unique nature of community colleges in creating new reporting requirements on cost, accountability, and other areas. Finally, Congress needs to do more to assist community college teacher education programs.

Pell Grants
Each year, Pell Grants help more than 2 million community college students attend college by paying for tuition, books and equipment and living expenses. In the last year, Congress has provided substantial increases in the Pell Grant maximum, but this critical college access program still needs enhanced support. Also, Congress should grant community college students access to year-round Pell Grants through the HEA reauthorization.

Community-Based Job Training Grants (CBJTG)
The Community-Based Job Training Grants serve a vital national need – enhancing community colleges’ capacity to train workers in high-demand, high-growth industries. CBJTG brings together community colleges, local businesses and the federal workforce investment system to meet the training needs for industries such as health care, advanced manufacturing and construction. The tremendous number of proposals submitted in the grant competitions shows the need for increased CBJTG funding, and Congress should provide $250 million in FY2009.

Carl D. Perkins Act Reauthorization
The 109th Congress reauthorized the Perkins Act with near unanimous support. Congress should continue to support the improvement of career and technical education (CTE) programs at the secondary and postsecondary levels and fund the Act at $1.5 billion in FY2009.

Workforce Investment Act (WIA) Reauthorization
Congress needs to reauthorize the Workforce Investment Act. The extended WIA should contain explicit authorization language for the Community Based Job Training program, and place greater emphasis on training within the overall WIA system. The current onerous reporting requirements for training providers need to be dramatically streamlined. Community colleges continue to be strongly concerned with provisions that authorize governors to divert funds from WIA’s “partner” programs to pay to operate One-Stop Centers.
4 – Progress of the Annapolis Session

**Background:** Staff will provide an update on the status of community college priorities in Annapolis.

**Recommendation**

This item is for information only and requires no action.
5 – Student Advocacy Day

**Background:**  Student Advocacy Day in Annapolis is scheduled for February 13, 2008. Meetings have been scheduled with all three Howard County Senators and all eight Howard County Delegates.

**Recommendation**

This item is for information only and requires no action.