The Board of Trustees of Howard Community College (HCC) met in regular session on Thursday, January 25, 2017, in The Rouse Company Foundation Student Services Hall (room 400) at Howard Community College, Columbia, Maryland. Chair Mamie J. Perkins brought the regular session to order at 6:00 p.m. Other board members present included vice chair Dennis R. Schrader, and trustees Kevin J. Doyle, Steven A. Joss, Kevin F. Schmidt, Felícita Solá-Carter, and Courtney Watson. Kathleen Hetherington, secretary-treasurer, was also present.

A. Approval of January 25, 2017, Agenda

A recommendation to approve the January 25, 2017, agenda, was moved by Trustee Doyle seconded by Trustee Joss, and unanimously approved.

B. President’s Report

President Hetherington thanked board members for their support over the past two months while attending college and related events, including the budget work session earlier in the month, and the trustee workshop and legislative session in Annapolis earlier in the week. She thanked the legislative and community relations committee for their work on the board bylaws and policies. She noted that the committee will have a final review at its meeting next month, and proposed revisions will come to the board for discussion at its February meeting and approval at its March meeting.

President Hetherington gave an overview of meetings she recently attended including the weekly Maryland Association of Community Colleges (MACC) meetings during the legislative session. She mentioned the sick leave bill currently under review. She talked about the meeting with representatives from the Applied Physics Laboratory (APL) on possible collaborations and the upcoming tour of APL. President Hetherington talked about the meeting with representatives from Naju City, Korea, to plan for their students coming to HCC in the summer to study English. During their visit, an art exhibit featuring Maryland’s First Lady Yumi Hogan and other artists will take place in the art gallery. Other events include the student loan forum at which Brian Frosh, attorney general of Maryland, presented; the semi-annual meeting with the Howard County Public School System; and serving as a panelist on the Howard County Chamber of Commerce Martin Luther King, Jr. week business forum on diversity and inclusion. She announced that Bob and Bach Jeffrey will chair the president’s gala on December 2, 2017. Elizabeth Sherman-Rendon will chair the next Commission on the Future. President Hetherington gave a brief update on the compensation study. She commended Dave Jordan, associate vice president of human resources; and Lynn Coleman, vice president of administration and finance, for their work on this initiative. She also mentioned the east garage expansion grand opening on January 27, 2017.
C. Board Member Comments

Trustee Watson shared highlights from past HCC board minutes on the inception of the college.

Trustee Schmidt commended the winners of the entrepreneurial celebration and their interesting projects. President Hetherington informed him that the winners will present at the chamber’s luncheon in May. He mentioned that he heard positive feedback about the college at the tech council meeting in Annapolis, and encouraged the president to continue advocating for community colleges through MACC. He suggested recognizing founding faculty members at the opening events of the science, engineering, and technology (SET) building.

Trustee Solá-Carter appreciated attending the trustee conference in Annapolis. She added that community colleges were featured in an article in the *Baltimore Sun*.

D. Reports to the Board of Trustees

1. Legislative and Community Relations Committee

   Trustee Watson gave an overview of the January 13, 2017, legislative and community relations committee meeting.

E. Board Priority Items

1. Financial Statements

   Lynn Coleman reviewed the financial statements ending December 31, 2016.

2. Fiscal Year 2018 Integrated Operating Budget and Strategic Plan

   President Hetherington gave an update on funding from the state. Lynn Coleman reviewed changes to the HCC budget proposal based on the current funding picture and the board’s feedback at the January 11, 2017, budget work session. Based on the proposed state funding for FY18, the administration adjusted the proposed budget by cutting $160,434. Under the proposed budget, the college will request an increase of 11 percent, or $3,546,274, from the county. The costs for the SET building ($1,138,453) and insurance on the east garage expansion ($23,960) total $1,162,413, representing approximately 3.6 percent of the 11 percent request.

   A motion to approve the total proposed budget of $172,071,212, was moved by Trustee Schmidt, seconded by Trustee Watson, and unanimously approved.

F. Approval of Board Meeting Minutes

   A recommendation to approve the December 13, 2016, regular session and closed session minutes, and the January 11, 2017, budget work session minutes, was moved by Trustee Watson, seconded by Trustee Doyle, and unanimously approved.
G. Consent Items

1. Proposed New Hires
2. Natural Gas Supplier
3. Maintenance Agreement for HVAC Equipment

A recommendation to approve the consent items was moved by Trustee Solá-Carter, seconded by Trustee Watson, and unanimously approved.

H. Information Items

1. Board Calendar

Linda Emmerich, executive associate to the president, highlighted upcoming calendar items, noting winter convocation and the east garage grand opening on January 27, 2017; the legislative and community relations committee meeting on February 2, 2017; and the board meeting on February 22, 2017. Ms. Emmerich also noted the March 13 Silas Craft Collegians event at Hunan Manor.

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

2. Agreements Signed by the Board Chair Disclosure

Chair Perkins noted that the disclosure in the board materials reflects the agreements that were signed by her during the period of November 16, 2016, through January 10, 2017.

3. Personnel Summary

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

Adjournment

A recommendation to adjourn the regular session was moved by Trustee Doyle, seconded by Trustee Solá-Carter, and unanimously approved.

The regular session was adjourned at 7:41 p.m.

The above constitutes the official minutes of the January 25, 2017, regular meeting of the Howard Community College Board of Trustees as approved on February 22, 2017, and is a true and correct copy of the same.

Kathleen B. Hetherington, secretary/treasurer