The Board of Trustees of Howard Community College (HCC) met in work session on Wednesday, March 22, 2017, in The Rouse Company Foundation Student Services Hall (room 400) at Howard Community College, Columbia, Maryland. Board Chair Mamie J. Perkins brought the regular session to order at 6:00 p.m. 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 B. Hetherington, secretary-treasurer, was also present.

I. Introduction of New Employees

Jean Svacina, vice president of academic affairs, introduced Stephanie May, operations and registration analyst.

Tom Glaser, vice president of information technology, introduced Steven Jim, computer solutions technician II, and Matthew Palewicz, computer solutions technician, II.

II. Recognition of Howard Community College’s Fall, and Winter Athletic Teams

Cindy Peterka, vice president of student services, introduced Diane Schumacher, director of athletics, who gave an overview of the teams and their accomplishments. The coach introduced herself and the student athletes introduced themselves and mentioned their majors and where they plan to transfer.

IV. Information Session: Learning Outcomes Assessment (LOA)

Zoe Irvin, executive director of planning, research, and organizational development, gave an overview of the LOA program. Jean Svacina introduced Dr. Michael Long, associate professor, mathematics, co-chair, mathematics, who gave a presentation on the LOA project that focused on technological competency results.

The work session adjourned at 6:33 p.m.

The above constitutes the official minutes of the March 22, 2017, work session of the Howard Community College Board of Trustees as approved on April 26, 2017, 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 22, 2017, in The Rouse Company Foundation Student Services Hall (room 400) at Howard Community College, Columbia, Maryland. Board Chair Mamie J. Perkins brought the regular session to order at 6:40 p.m. 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 B. Hetherington, secretary-treasurer, was also present.

A. Approval of March 22, 2017, Agenda

A recommendation to approve the March 22, 2017, agenda, was moved by Vice Chair Schrader seconded by Trustee Watson, and unanimously approved.

B. President's Report

President Hetherington acknowledged the board’s support over the last month, thanking Chair Perkins for testifying at the County Executive’s budget hearing and attending the budget work session. She thanked the trustees who attended the Silas Craft Collegians fundraiser at Hunan Manor restaurant, which raised over $30,000 for student scholarships. She mentioned that *The Invisible Handshake*, a sculpture by artist Helaman Ferguson, was unveiled on March 22, 2017, in the front entry area of the new science, engineering, and technology building. Mr. Ferguson’s wife is distinguished alum, Claire Ferguson.

Dr. Hetherington announced that the college is one of 15 finalists for the entrepreneurial award, which will be presented at the American Association of Community Colleges awards event on April 24, 2017. She added that, for the seventh year in a row, the baking and pastry students won the people’s choice and judge’s choice awards at the ARC of Howard County’s Chocolate Ball.

President Hetherington gave a legislative update, noting the weekly meetings of the Maryland Association of Community Colleges (MACC) legislative committee. She reported on testifying before the Senate on state aid to community colleges; Senate Bill 678 – Community Colleges – Vocational Certificates, Apprenticeship Training Programs, and Associate Degrees – Tuition Assistance; Senate Bill 959 – Senatorial and Delegate Scholarships – Reimbursement of Certificate and License Programs; and Senate Bill 869 – Workforce Development Sequence Grants and Scholarships.

President Hetherington stated that she visited the Johns Hopkins University Applied Physics Lab (APL) with Jean Svacin and faculty and attended APL’s 75th anniversary celebration. She noted that she chaired a Middle States accreditation team that had a site visit earlier in the month. Diversity week was well presented and well attended. President Hetherington reported that the president’s gala kickoff committee chaired by Bob and Bach Jeffrey had its first meeting on March 16, 2017.
She also informed the board that she met with the constituency groups to update them on the budget and respond to questions. She noted that the spring enrollment overview is included in the president’s report write-up. As an FYI, she informed the board that the County Executive will attend a meeting of the Howard County Department of Planning and Zoning’s Development Regulation Assessment at the college on March 28, 2017, at 7:00 p.m. in the health sciences building lecture hall.

President Hetherington reported on the attorney general’s office response to the legislative and community relations committee’s inquiry.

C. Board Member Comments

Trustee Doyle noted that the Silas Craft Collegians fundraiser at Hunan Manor is both a fun and friend raising event. He commended it as a great event and well done.

Trustee Solá-Carter noted it was her first time at the Silas Craft Collegians event. She was pleased to meet students, and was very impressed with the event. She talked to parents with a child in the athletics program at HCC, and encouraged publicizing and marketing the college’s athletics programs as an enrollment tool.

Trustee Joss commended the athletes.

Trustee Watson is excited about possible partnerships with JHU-APL that were noted in the president’s report. She asked if HCC is involved with Columbia’s 50th anniversary. President Hetherington informed her that Missy Mattey, director of development, is on the committee, and that HCC is hosting a Founder’s Day event on May 9, 2017. Trustee Watson appreciated the well-rounded programming offered during diversity week. She said she is looking forward to the tour of the science, engineering, and technology building for donors on April 8, 2017.

Vice Chair Schrader commented that he enjoys the learning outcomes assessment presentation every year. He noted the challenge of creating rubrics for the assessment, and commended the faculty for meeting the challenge.

D. Reports to the Board of Trustees

Chair Perkins gave an update on the audit and finance committee meeting.

E. Board Priority Items

1. Board Core End: Operating Focus

   Zoe Irvin, executive director of planning, research, and organizational development, gave an overview of the board core end.

2. Fiscal Year 2017 Budget Priorities

   President Hetherington gave an overview of the budget deliberations that occur prior to the presentation to the board of budget priorities.
Lynn Coleman reviewed the three budget priorities. The board agreed to hold a special meeting on April 17, 2017, to review the revised FY18 proposed budget.

A motion to approve the budget priorities as presented, was moved by Trustee Watson, seconded by Trustee Joss, and unanimously approved.

3. Financial Statements

Lynn Coleman briefly reviewed the financial statements for the period ending February 28, 2017.

F. Approval of Board Meeting Minutes

A recommendation to approve the February 22, 2017, work session and regular session minutes, was moved by Vice Chair Schrader, seconded by Trustee Doyle, and unanimously approved.

G. Consent Items

1. Proposed New Hires
2. Audit Services
3. Board Bylaws
4. Board Policies
5. Track Resurfacing Project

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

H. Discussion Items

1. Update on Commission on the Future (COF)

President Hetherington asked board members to recommended community members for the task forces. On April 7, 2017, she will meet with Elizabeth Rendon-Sherman, CEO/CFO of Lingual Information System Technologies, Inc. (LG-TEK) who will chair the COF, to plan for the upcoming events.

I. Information Items

1. Board Calendar

Linda Emmerich highlighted upcoming calendar items, noting the special budget session, the County Council budget hearing on April 24, 2017, at 7:00 p.m., the board meeting on April 26, 2017, and Vino Scholastic on Friday, April 28, 2017. She noted that May is a busy month.

This item was for information only and required no board action.
2. Agreements Signed by the Board Chair Disclosure

There were no items for the board chair to approve during this time period.

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 Vice Chair Schrader, seconded by Trustee Solá-Carter, and unanimously approved.

The regular session was adjourned at 7:59 p.m.

The above constitutes the official minutes of the March 22, 2017, regular meeting of the Howard Community College Board of Trustees as approved on April 26, 2017, and is a true and correct copy of the same.

Kathleen B. Hetherington, secretary/treasurer