The Board of Trustees of Howard Community College (HCC) met in special budget session on Thursday, April 12, 2018, in The Rouse Company Foundation Student Services Hall (room RCF-400) at Howard Community College, Columbia, Maryland. Chair Mamie J. Perkins brought the special budget session to order at 5:02 p.m. Other board members present included vice chair Courtney Watson and trustees Kevin J. Doyle, Steven A. Joss, Christopher G. Marasco, Kevin F. Schmidt, and Felícita Solá-Carter. Kathleen B. Hetherington, secretary/treasurer, was also present.

A. Approval of Agenda

A recommendation to approve the April 12, 2018, special budget session agenda was moved by Trustee Solá-Carter, seconded by Vice Chair Watson, and unanimously approved.

B. Special Fiscal Year 2019 Budget Meeting

President Hetherington thanked board members for attending this special budget meeting. She reported that County Executive Kittleman will release his budget formally on April 23, 2018. The college anticipates that it will need to reduce its proposed fiscal year (FY) 2019 operating budget proposal, which initially reflected an 8.55 percent increase, in the amount of $1,300,053 to align with the County Executive’s proposed budget.

Dr. Hetherington also noted that legislation to support the College Promise Program in the amount of $15 million was passed by the Maryland General Assembly. If signed into law by Governor Hogan, the pool would be shared among the state’s community colleges for a narrowly defined group of students. This legislation should have no impact on the college’s operating budget.

Lynn Coleman, vice president of administration and finance, presented the administration’s recommendation on a $1,300,053 reduction to the proposed operating budget, based on priorities that the board approved at its March 28, 2018, board meeting. Ms. Coleman reviewed the list of proposed cuts. The revised proposed budget includes a 2.5 percent merit increase for faculty and staff, a $25 increase per teaching hour in the adjunct faculty pay rate, and a $2 tuition increase.

The trustees spoke about the importance of maintaining competitive salary rates for faculty and staff in order to continue to attract and retain highly qualified employees. Trustee Joss asked if there were other ways to reduce operating expenses, in order to give a larger merit increase. President Hetherington explained that early in the budget development process the faculty, staff, and president’s team look at ways to
reduce expenditures and reallocate costs. The proposed budget that the board reviews includes those cost containment and reduction strategies.

Trustee Doyle noted that looking at the budget for a one-year period is difficult. It is challenging to consider changes in a given year that may have a long-term impact on future years when it is impossible to predict future funding.

Vice Chair Watson noted that the 2.5 percent merit would keep the college in the upper one-third of salary rates statewide, and that health care benefits and other employee benefits help to supplement employee salaries.

Trustee Schmidt remarked that there is a concern if public funding continues to decline. Trustee Solá-Carter suggested that the trustees may need to consider advocating differently for the college’s budget in future years. Trustee Watson spoke about alternate forms of advocating for the college’s budget. Dr. Hetherington suggested that the legislative and community relations committee of the board discuss the board’s advocacy approach at its October 2018 meeting, and the board agreed.

A recommendation to approve the recommended changes to the FY19 proposed operating budget and the tuition and consolidated fee rates was moved by Trustee Doyle, seconded by Trustee Joss, and unanimously approved.

Adjournment

A recommendation to adjourn the regular session was moved by Trustee Doyle, seconded by Vice Chair Watson, and unanimously approved.

The regular session was adjourned at 6:02 p.m.

The above constitutes the official minutes of the April 12, 2018, special budget session of the Howard Community College Board of Trustees as approved on April 24, 2018, and is a true and correct copy of the same.

Kathleen B. Hetherington, secretary/treasurer