The Board of Trustees of Howard Community College (HCC) met in a regular meeting on Wednesday, January 23, 2019, in The Rouse Company Foundation Student Services Hall (room 400) at Howard Community College, Columbia, Maryland. Chair Kevin J. Doyle brought the regular meeting to order at 6:00 p.m. Other board members present included Vice Chair Felícita Solá-Carter and trustees, Christopher G. Marasco, Mamie J. Perkins, and Kevin F. Schmidt. Kathleen B. Hetherington, secretary/treasurer, was also present. Trustee Steven A. Joss was absent.

A. Approval of January 23, 2019, Agenda

A recommendation to approve the January 23, 2019, agenda, was moved by Trustee Perkins, seconded by Trustee Marasco, and unanimously approved.

B. President’s Report

President Hetherington thanked the trustees for attending the county executive’s budget hearing and the board’s budget work session, as well as for their support at events. She thanked Chair Doyle, Vice Chair Sola-Carter, and Trustee Perkins for being interviewed earlier for the college’s history project. She also thanked the trustees in advance for their attendance at winter convocation on January 25, 2019.

President Hetherington mentioned that she served on the County Executive’s Transition Steering Team throughout November, December and January. She also noted that she would attend the presentation of the transition team report to County Executive Calvin Ball on January 28, 2019.

President Hetherington reported that the college is preparing for the accreditation visit from the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions. She briefly mentioned the college kick-off of the Middle States self-study process, which occurred on January 16, 2019.

The Maryland Association of Community Colleges (MACC) legislative committee will start its weekly meetings on January 28, 2019, during which it will review of proposed legislation of import to community colleges. President Hetherington reported that she has been asked to give testimony on a number of bills during the legislative session. President Hetherington noted that faculty and staff are also called on to testify or provide background information on a bill. As an example, Dawn Lowe, director of financial services, is a financial aid expert and is often invited to testify on financial aid topics.
President Hetherington mentioned her ongoing meetings with newly elected officials, and thanked Trustee Marasco in advance for joining her meeting with Councilwoman Deb Jung on January 24, 2019. She also announced that she and Trustee Perkins will meet with Senator Katie Fry Hester on February 4, 2019.

President Hetherington announced the January 24, 2019, semi-annual breakfast meeting with key members of the Howard County Public School System and Superintendent Michael Martirano to discuss key issues, such as the JumpStart program and the Maryland Promise Scholarship. She reported that 1,220 dually enrolled students will participate in JumpStart this spring, with 309 students on campus and 911 students attending at the high schools. She further congratulated vice presidents, Cindy Peterka, Jean Svacina, Tom Glaser, and Lynn Coleman and their staffs for working diligently to ensure that JumpStart is a successful program. She also thanked all of the faculty, especially Laura Cripps, dean of social sciences and teacher education, and staff members Zoe Irvin, executive director of planning, research, organization and development, and Elizabeth Homan, executive director of public relations and marketing, for their work on the JumpStart initiative.

President Hetherington gave an update on the assistance the college is providing to students who have been impacted as a result of the government shutdown. She reported that we helped approximately 90 students with support including special payment plans, food pantry items, and appropriate community referrals. She thanked Alison Buckley, associate vice president of enrollment services, and the finance office under the leadership of Lynn Coleman, vice president of finance and administration, who did a great job of helping students.

President Hetherington mentioned that the Gateway Innovation Center project is a work in progress. She serves on the board of the Howard County Economic Development Authority (EDA), and is working with the EDA related to this project. If the project moves forward, it could impact enrollment at Gateway because construction would shut down certain parts of the facility. County Executive Ball is supportive of the project.

Before ending her comments, President Hetherington noted that the college received good news of the governor’s budget which will be discussed in detail later during the meeting.

C. Board Member Comments

Vice Chair Solá-Carter thanked members of the board for their support of the budget work session and other college events.

Chair Doyle asked President Hetherington to extend thanks from the board to Dawn Lowe for providing testimony in Annapolis. He also mentioned that he enjoyed the interview with Dr. Rosemary Williams, professor of history, who asked many thought-provoking questions about HCC’s history.
D. Board Priority Items

1. Financial Statements

Ms. Coleman gave an overview of the financial statements for the period ending December 31, 2018.

2. Fiscal Year (FY) 2020 Integrated Operating Budget and Strategic Plan

President Hetherington reported that while attending the Maryland Council of Community College Presidents’ affinity group meeting she received great news from the governor regarding the proposed operating and capital budgets. Through the Cade funding formula, the Maryland community colleges, excluding Baltimore City Community College, are expecting an overall 3.9 percent increase based on FY18 enrollment. HCC received the second highest increase among community colleges at 6.2 percent. President Hetherington credited this increase to the fact that HCC’s enrollment has grown significantly more than other community colleges. She mentioned that Ms. Coleman will present a further breakdown of this increase, which equates to $1.51 million.

President Hetherington also noted that there is a proposed award of $1.4 million of design money to HCC for the mathematics and athletics complex. The request for design funding will have to be phased over two years because the governor cannot preauthorize design funding.

Ms. Coleman reviewed updated portions of the budget proposal based on the anticipated increase in state funding. Once the board of trustees approves this initial proposal, the proposed budget will be submitted to the county executive and county council for consideration. The college expects to make refinements to the budget as it advances through the review process at the county. Changes to the proposed budget will be brought to the board for review and approval. Dr. Hetherington reminded the board that the final vote on the budget will not occur until May 29, 2019.

Trustee Schmidt emphasized the importance of equity in administering the JumpStart program. Dr. Hetherington responded that equity in offering JumpStart opportunities is a priority at the college. He also asked for and was provided further explanation regarding in-county and out-of-county tuition rates.

A motion to approve the Fiscal Year 2020 Integrated Operating Budget and Strategic Plan was moved by Trustee Marasco, seconded by Trustee Perkins, and unanimously approved.

3. Fiscal Year 2020 Capital Budget Reallocation and Change Request for the New Mathematics and Athletics Complex Project

Ms. Coleman presented a revised fiscal year 2020 capital budget request for the mathematics and athletics complex that demonstrated how the project would be
funded over two fiscal years.

A motion to approve the fiscal year 2020 capital budget reallocation and change request for the new mathematics and athletics complex project was moved by Vice Chair Solá-Carter, seconded by Trustee Schmidt, and unanimously approved.

E. Approval of Board Meeting Minutes

A recommendation to approve the minutes of the December 11, 2018, regular meeting and closed session, and the January 9, 2019, budget work session was moved by Trustee Marasco, seconded by Trustee Schmidt, and unanimously approved.

F. Consent Items

1. Proposed New Hires

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

G. Discussion Items

1. Retreat Agenda

The trustees discussed the content of their annual retreat and they unanimously agreed to focus on governance, which is especially helpful in the transition of new board members. Trustee Perkins expressed that it would be a fresh start for current members.

H. Information Items

1. Board Calendar

Linda Emmerich, executive associate to the president, reminded the board of the upcoming winter convocation on January 25, 2019. Chair Doyle will attend convocation and give greetings on behalf of the board. She reminded trustees of the Maryland Association of Community Colleges Committee Trustee Leadership Conference and the Legislative Reception on February 4, 2019. On February 13, 2019, the board’s legislative and community relations committee will meet.

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 was for information only and required no board action.
Adjournment

A recommendation to adjourn the regular meeting and go into closed session was moved by Vice Chair Solá-Carter, seconded by Trustee Perkins, and unanimously approved.

The regular meeting was adjourned at 6:48 p.m.

The above constitutes the official minutes of the January 23, 2019, regular meeting of the Howard Community College Board of Trustees as approved on January 23, 2019, and is a true and correct copy of the same.

Kathleen B. Hetherington, secretary/treasurer