

# CECIL COLLEGE

## BOARD OF TRUSTEES MEETING

Monday, October 24, 2016

Executive Session: 4:00 – 4:15 p.m. CCPS School of Technology  
Regular Session: 4:15 – 4:45 p.m. CCPS School of Technology  
CCPS Joint Board Dinner: 5:00 – 6:00 p.m. CCPS School of Technology  
CCPS Joint Board Meeting: 6:00 - 7:00 p.m. CCPS School of Technology

### A G E N D A

- 1) Roll Call
- \* 2) Approval of Agenda
- \* 3) Approval of September 29, 2016 Regular Session Minutes
- \*4) Proposed Resolution: Personnel Items – Dr. Bolt
- \*5) Proposed Resolution – Acceptance of Grant Agreement – Early Head Start – Mr. Daniel Thompson
- \*6) Proposed Resolution – Acceptance of Grant Agreement – University System of Maryland First in the World Grant – Mr. Daniel Thompson
- \*7) Proposed Resolution – Admission of Gifted Talented Policy – Dr. Diane Lane
- \*8) Proposed Resolution- Electronic Accounts Privacy Policy – Dr. Diane Lane
- 9) ACCT Report – Mrs. Donna Horgan
- 10) Old Business/New Business
  - \*a. Executive Session, December 8, 2016 at 3:30 p.m., Cecil College North East Campus EM213  
  
*CLOSED SESSION: Pursuant to the Maryland Annotated Code, State Government, 10-508(a) (7) to consult with counsel to obtain legal advice on legal matters.*
  - \*b. New Meeting, December 8, 2016 at 4:00 p.m., Cecil College North East Campus, EM213.
- 11) Adjournment

CECIL COLLEGE  
BOARD OF TRUSTEES

MINUTES  
October 24, 2016

Closed Session:

The Board met in executive session at 4:05 p.m. Present were Chair Sarah Colenda, Vice Chair Donna Horgan, Trustees, Raymond Hamm, Mark Mortenson, Michael Scibinico and Dr. Cydney Teal. Also present was Dr. Mary Way Bolt, President of Cecil College. Personnel matters and contracts were discussed.

Sarah Colenda called the regular session to order at 5:01 p.m.

- 1) Roll Call: Present: Chair Sarah Colenda, Vice Chair, Donna Horgan, Trustees, Raymond Hamm, Mark Mortenson, Michael Scibinico and Dr. Cydney Teal. Also present were Dr. Mary Way Bolt, President of Cecil College, Dr. Diane Lane, Vice President of Student Services and Institutional Effectiveness; Dr. Kimberly Batty-Herbert, Vice President of Academic Programs, Daniel Thompson, Vice President of Finance and Colleen Cashill, Executive Director of Human Resources.
- 2) Approval of Agenda – On motion of Raymond Hamm, seconded by Mark Mortenson, the agenda for the meeting was approved.
- 3) Approval of September 29, 2016 Meeting Minutes – On motion of Donna Horgan, seconded by Michael Scibinico, the minutes of September 29, 2016, were approved as written.
- 4) Proposed Resolution – Personnel Items  
RESOLUTION NO 16-056  
PERSONNEL ITEMS

By Statute the Board of Trustees has the authority to consider recommendations from the President to appoint “qualified faculty members and other employees necessary for the efficient administration of the community college.” Consideration is requested and the President recommends approval of the following personnel items:

**PROMOTIONS /NEW HIRES– Full-Time Staff**

Name:	Thomas Lofland
Position:	Director, Workforce Development
Salary Grade:	15
Division:	Academic Programs
Category:	Non-Exempt
Effective:	October 3, 2016

Name: George Fisher  
Position: Director, Capital Programs/Facilities  
Salary Grade: 18  
Division: Finance & Administration  
Category: Non-Exempt  
Effective: October 10, 2016

The President has recommended these personnel actions, therefore, be it

RESOLVED, that the Board of Trustees approves these personnel actions. Moved by Mark Mortenson and seconded by Raymond Hamm, the Board approved the Personnel Items as presented to them.

- 5) Proposed Resolution – Acceptance of Grant Agreement – Early Head Start- Moved by Mark Mortenson and seconded by Donna Horgan, the Board approved the Acceptance of Grant Agreement – Early Head Start.

RESOLUTION NO. 16-057

ACCEPTANCE OF GRANT AGREEMENT – EARLY HEAD START

By statute, Cecil College is empowered to seek grants.

The College applied to Maryland Family Network for a grant to provide support for the Early Head Start program. Maryland Family Network awarded \$60,000 to support the program.

The President is convinced that adequate fiscal controls and program monitoring systems are in place for the grant and recommends that the Board of Trustees accept it. Therefore, be it

RESOLVED, that the Cecil College Board of Trustees accepts the Maryland Family Network agreement in the amount of \$60,000 and directs that these funds be used to provide support for the Early Head Start program for the period September 1, 2016 through December 31, 2016.

- 6) Proposed Resolution – Acceptance of Grant Agreement – University System of Maryland First in the World Grant – Moved by Raymond Hamm and seconded by Donna Horgan, the Board approved the Acceptance of Grant Agreement – University System of Maryland First in the World Grant as presented to them.

RESOLUTION NO. 16-058

ACCEPTANCE OF GRANT AGREEMENT – UNIVERSITY SYSTEM OF MARYLAND FIRST IN THE WOLRD GRANT

By statute, Cecil College is empowered to seek grants.

The College received a grant from University System of Maryland for a grant to support the Department of Education's First in the World (FITW) Program. This grant will allow Cecil College to work toward shortening the mathematics developmental course sequence. The University System of Maryland awarded an additional \$32,400 to support the program for year two of a five-year effort.

The President is convinced that adequate fiscal controls and program monitoring systems are in place for the grant and recommends that the Board of Trustees accept it. Therefore, be it

RESOLVED, that the Cecil College Board of Trustees accepts the University System of Maryland agreement in the amount of \$32,400 and directs that these funds be used to provide support for the First in the World Program for the period October 1, 2015 through September 30, 2017.

- 7) Proposed Resolution – Cecil College Policy for the Admission of Gifted and Talented Students – Moved by Donna Horgan and seconded by Dr. Cydney Teal, the Board approved the Admission of Gift Talented Policy as presented to them.

RESOLUTION NO. 16-059  
CECIL COLLEGE POLICY FOR THE ADMISSION OF GIFTED TALENTED AND STUDENTS

The Board of Trustees has the responsibility to approve college policies in accordance with Education Article, Annotated Code of Maryland, §11-406 (b) (1) (iii).

Gifted and talented students are subject to all College policies and procedures and Maryland State statutory provision §13B.07.02.00 of the Education Article. The proposed policy was updated by the Vice President of Student Services and Institutional Effectiveness, reviewed by the College Management Team, and recommended to the President. Now, therefore, be it

RESOLVED, that the Board of Trustees approves the revised policy for the admission of gifted and talented students.

- 8) Proposed Resolution – Cecil College Policy for Personal Electronic Accounts Privacy Protection – Moved by Donna Horgan and seconded by Raymond Hamm, the Board approved the Electronics Accounts Privacy Policy as presented to them.

RESOLUTION NO. 16-060  
CECIL COLLEGE POLICY FOR PERSONAL ELECTRONIC ACCOUNTS PRIVACY PROTECTION

The Board of Trustees has the responsibility to approve college policies in accordance with Education Article, Annotated Code of Maryland, §11-406 (b) (1) (iii).

The Maryland General Assembly passed Senate Bill 210/House Bill 934 “Institutions of Postsecondary Education – Personal Electronic Account – Privacy Protection (§26-401 of the education article, annotated code of Maryland).” In accordance with the guidelines of the Education Article the College is proposing a policy to protect student privacy of personal electronic accounts. The proposed policy was developed by the Vice President of Student Services and Institutional Effectiveness, reviewed by the College Management Team, and recommended to the President. Now, therefore, be it

RESOLVED, that the Board of Trustees approves the policy for Personal Electronic Account Privacy Protection for students.

- 9) Proposed Resolution – Acceptance of Grant Agreement – Early Head Start - Moved by Mark Mortenson and seconded by Donna Horgan, the Board approved the Acceptance of Grant- Early Head Start as presented to them.

RESOLUTION NO 16-061  
ACCEPTANCE OF GRANT AGREEMENT – EARLY HEAD START

By statute, Cecil College is empowered to seek grants.

The College applied to Maryland Family Network for a grant to provide support for the Early Head Start program. Maryland Family Network awarded \$53,860 to support the program.

The President is convinced that adequate fiscal controls and program monitoring systems are in place for the grant and recommends that the Board of Trustees accept it. Therefore, be it

RESOLVED, that the Cecil College Board of Trustees accepts the Maryland Family Network agreement in the amount of \$53,860 and directs that these funds be used to provide support for the Early Head Start program for the period October 1, 2016 through December 30, 2016.

- 10) ACCT REPORT – Donna Horgan and Dr. Bolt provided updates about the 2016 Association of Community College Trustees annual conference in New Orleans. Two of the more significant topics covered were campus security and tuition-free college. There was a full schedule with many avenues to pursue. The conference was very informative. Bakari Lee, of Hudson County Community College is the new chair of the ACCT Executive Committee.

- 11) Old Business – None

New Business –Sarah Colenda encouraged the Trustees to attend the Stewart holiday party on December 2, 2016 at the Principio Mansion. The party provides some wonderful opportunities to network with other organizations.

Executive Session – Moved by Mark Mortenson, seconded by Raymond Hamm, the next Executive Session will be held on Thursday, December 8, 2016 at 3:30 p.m. in the Engineering and Math Building, Room 213, where the Board will discuss legal matters.

Regular Session – Moved by Donna Horgan and seconded by Michael Scibinico, the next regular session of the Board of Trustees will be held on Thursday, December 8, 2016 immediately following the Executive Session in the Engineering and Math Building Room 213.

12) Adjournment – A motion to adjourn was moved by Raymond Hamm, seconded by Donna Horgan. The meeting was adjourned at 5:20 p.m.