

CECIL COLLEGE
BOARD OF TRUSTEES MEETING

Wednesday, October 27, 2021

Virtual Regular Session: 4:00 – 5:00 p.m.

Join Zoom Meeting

<https://cecil-edu.zoom.us/j/6856624244?pwd=bExoRFFCYmF0M1pJVFNnUTQ4SlhzQT09>

A G E N D A

- 1) Roll Call
 - * 2) Approval of Agenda
 - * 3) Approval of September 30, 2020 Meeting Minutes
 - 4) Administrative Professional Organization and Classified Staff Organization Updates – Mr. Daniel Combs.
 - 5) Senate Update – Dr. Christopher Castillo
 - 6) President's Update – Dr. Mary Way Bolt
 - 7) Proposed Resolution: ACCT Legislative Congress Report – Mr. Mark Mortenson
 - *8) Proposed Resolution: Personnel Actions October 2021– Dr. Mary Way Bolt
 - *9) Proposed Resolution: MHEC CC Form N – Mr. Christopher Mills
 - *10) Proposed Resolution: Consent Agenda – Dr. Kimberly Joyce
 - a) Student Code of Conduct Policy
 - b) Felony and Registered Sex Offender Policy
 - 11) Financials – Mr. Christopher Mills
 - 12) Old Business/New Business
 - *a. Next Meeting, December 2, 2021 at 4:00 p.m., via Zoom
 - 13) Adjournment
- * Requires Board Action_

Virtual Joint Meeting – Cecil College and CCPS: 5:00 p.m.

CECIL COLLEGE
BOARD OF TRUSTEES
MINUTES

October 27, 2021

- 1) Chairman Mark Mortenson called the regular session to order at 4:01 p.m.

Roll Call via Zoom– Mark Mortenson, Sarah W. Colenda, Raymond W. Hamm, Donna Horgan, Michael J. Scibinico, II, Kathleen Kunda, Dr. Cydney T. Teal, Dr. Mary Way Bolt, President of Cecil College, and Sherry Hartman, Executive Assistant to the President.

Also present via Teams were Dr. Christy Dryer, Vice President of Academic Programs, Dr. Kimberly Joyce, Vice President of Student Services and Enrollment Management, Lauren Fleck, Director of Human Resources; Chris Ann Szep, Vice President Community & Government Relations and College Advancement and Interim CIO; and Christopher Mills, Vice President of Finance.

- 2) Approval of Agenda –On motion of Raymond W. Hamm, seconded by Kathleen Kunda, the agenda was approved.
- 3) Approval of September 30, 2021 Board Meeting Minutes – On the motion of Kathleen Kunda and seconded by Raymond W. Hamm, the minutes of September 30, 2021 were approved with the change to the minutes of September 30, 2021 the meeting was a virtual meeting.
- 4) Joint Report from Administrative Professional Organization (APO) and Classified Staff Organization (CSO) – Mr. Gary Brown

CSO

CSO held their meeting on October 21, 2021. Lauren Fleck attended the meeting to give an update on Open Enrollment for health benefits. A fundraising committee meeting will be held on November 9, 2021 for the next All College Day raffle. CSO talked about helping out the Food Pantry for the upcoming holiday season. The next CSO meeting will take place on November 12, 2021 at 10:00 a.m.

APO

Lauren Fleck attended and presented on the benefits package for open enrollment. The Chipotle fundraiser took place on October 26, 2021 and raised \$147.00, 33% of sales, roughly \$25 more than last year.

Starting in early November APO will be pushing out the MRDC Early Head Start Wish List through Amazon and will run through December 3, 2021.

In early December, APO will hold the yearly BJ's fundraiser.

The next APO meeting is scheduled for Thursday, November 19, 2021 at 9:00 a.m.

- 5) Academic Senate Report – Dr. Christopher Castillo

Academic Senate met on October 6, 2021. Lauren Fleck attended to discuss changes

coming to benefits.

Senate approved two policies with minor changes Post Deadline Withdrawal Policy and the Faculty Office Hours Policy.

Faculty Affairs committee is working on a large-scale revision of the Faculty Rank and Promotion Policy.

Senate had a robust discussion on student on the topic of student performance. Many students are showing a lack of college readiness and critical thinking skills.

The next Senate meeting will take place on Wednesday, November 3, 2021.

6) President's Report – Dr. Mary Way Bolt

Dr. Bolt attended the Alo, Canvas and Bella Distribution Center grand opening and ribbon cutting center on October 1, 2021.

Dr. Bolt attended the webinar Access to Opportunities with APG, State of Maryland, and Local Government sponsored by the Governor's Office of Small, Minority and Women Business Affairs.

Dr. Bolt attended the Economic Development Commission meeting, Local Management Board, Northern Maryland Technical Council.

Dr. Bolt participated in the Maryland Association of Community Colleges (MACC) Executive meeting and MACC Board of Directors meeting.

Dr. Bolt attended the inaugural 5 Star event at Fair Hill as a guest of the county along with Trustee Mortenson and several members of the Cecil College Foundation.

Dr. bolt provided a welcome to the Cecil County Public School guidance counselors as they were hosted on campus by Student Services.

Dr. Bolt provided a welcome and participated in the Physical Therapy Assistant Advisory Board meeting.

Dr. Bolt provided a College update to the Foundation Board and thanked them for their outstanding work on behalf of our students.

Dr. Bolt hosted a Town Hall meeting on October 25, 2021 and college updates were provided to employees.

Dr. Bolt attended the Bainbridge Development Corporation 2021 annual meeting hosted at the Donaldson Brown Center.

Dr. Bolt is participating in a webinar on Equity Audits which is designed to introduce the campus equity audit, which is a comprehensive evaluation of inequities that serves as a benchmarking tool to identify and address disparities in educational systems. AACCC's Director of Diversity, Equity and Inclusion, Dr. Kevin Christian, will talk with Michael Carter, Chief Diversity Officer at Sinclair Community College in Dayton, OH. The discussion will focus on

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the equity audit process and implementation that the college conducted that looked at community connections, curriculum, hiring and campus climate to improve student outcomes and graduation rates.

7) ACCT Legislative Congress Report

Trustee, Donna Horgan attended the ACCT Legislative Congress in San Diego and provided an update.

8) Proposed Resolution: Personnel Items October 2021 – Moved by Raymond W. Hamm and seconded by Kathleen Kunda, the Personnel Items were approved as presented.

RESOLUTION NO: 21- 053
APPROVAL OF 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: Amanda Pringle
Position: Coordinator, Workforce Development
Salary Grade: 13
Division: Academic Programs
Category: Exempt
Effective: September 27, 2021

SEPARATIONS/RESIGNATIONS

Name: Robyn Hunt
Position: Coordinator, Disability & Support Services
Salary Grade: 14
Division: Student Services
Category: Exempt
Effective: October 1, 2021

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

RESOLVED, that the Board of Trustees approves these personnel actions.

9) Proposed Resolution: Maryland Higher Education Commission-Cecil College-Form N – Moved by Kathleen Kunda and seconded by Donna Horgan, the Maryland Higher Education Commission – Cecil College – Form N was approved as presented.

RESOLUTION NO: 21- 054
APPROVAL OF THE MARYLAND HIGHER EDUCATION COMMISSION

- CECIL COLLEGE- FORM N

WHEREAS, The General Assembly of Maryland has enacted various community college construction loan acts that provide State funds to assist the counties in the financing of the cost of the acquisition of land and in the construction of public junior, community, or regional community college buildings and facilities, the cost of which were incurred after the effective dates of the acts; and

WHEREAS, The Board of Trustees of Cecil College proposes the design, construction and equipping of a New Entrance Roadway and New Facilities Management Building on the North East, Maryland campus and has determined that the sum of three million, seven-hundred and seventy-six thousand dollars (\$3,776,000) in State financial assistance be made available under said acts is needed as part and parcel of the overall Construction and Equipping effort for this project;

NOW, THEREFORE, BE IT RESOLVED, That the Board of Trustees of Cecil College does hereby formally request the County Executive to approve the proposed plans for design, construction and equipping as set forth in the application for financial assistance, to file, as required by the provisions of acts, the necessary petition with the Maryland Higher Education Commission for a State grant in the amount of three million, seven-hundred and seventy-six thousand dollars (\$3,776,000) and to make available the necessary local funds for completion of the project.

A True Copy

ATTEST: _____
Secretary-Treasurer
Board of Trustees of Cecil College

Date: _____

Project: New Entrance/Roadway and Facilities Management Building

MHEC CC Form N

- 10) a. Proposed Resolution – Student Code of Conduct Policy - Moved by Raymond Hamm and seconded by Michael J. Scibinico, II the board accepted the Student Code of Conduct Policy as presented.

RESOLUTION NO: 21- 055
ACCEPTANCE OF STUDENT CODE OF CONDUCT POLICY

The Board of Trustees has the responsibility for approving Policies of the College. The proposed two policies below are recommended for approval:

- a. Student Code of Conduct Policy - 21-055
- b. Felony and Registered Sex Offender Policy-21-056

The proposed two policies in the Consent Agenda have been reviewed by the College Management Team, and recommended to the President. Now, therefore, be it:

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RESOLVED, that the Board of Trustees adopts the Consent Agenda of the above two policies to become effective October 27, 2021.

b. RESOLUTION NO: 21-056

ACCEPTANCE OF THE FELONY AND REGISTERED SEX OFFENDER POLICY

The Board of Trustees has the responsibility for approving Policies of the College. The proposed two policies below are recommended for approval:

- a. Student Code of Conduct Policy - 21-055
- b. Felony and Registered Sex Offender Policy-21-056

The proposed two policies in the Consent Agenda have been reviewed by the College Management Team, and recommended to the President. Now, therefore, be it RESOLVED, that the Board of Trustees adopts the Consent Agenda of the above two policies to become effective October 27, 2021.

11) Financial Report – Mr. Christopher Mills

Mr. Mills reviewed financial information from September 30, 2021. He provided actual and projections versus budget operating revenue and expenses as well as working capital.

12) Old Business/New Business

Old Business

New Business

- The Annual Trustee Conference has been changed from Annapolis to Anne Arundel Community College. The Conference will take place both in person and via Zoom on Wednesday, January 19, 2022 from 3:30-6:00 p.m.

13) Close Regular Session

- a. Next Regular Session will be held on Thursday, December 2, 2021. The meeting will take place via Zoom beginning at 4:00 p.m. A motion was made by Donna Horgan and seconded by Kathleen Kunda for the next regular session meeting and was approved.
- b. The regular meeting adjourned at 4:43 p.m. A motion was made by Donna Horgan and seconded by Kathleen Kunda to adjourn the meeting.