

**ANNE ARUNDEL COMMUNITY COLLEGE
BOARD OF TRUSTEES PUBLIC SESSION
March 10, 2020**

Members present: Sandra E. Moore, Vice Chair; Paula J. Darrah, J.D.; Rev. Dr. Diane R. Dixon-Proctor; Jerome W. Klasmeier; Van Mason; and Dr. Dawn Lindsay, President

I. CALL TO ORDER AND APPROVAL OF AGENDA

The public session of the Board of Trustees was called to order by Vice Chair Sandra Moore at 4:00 p.m. in Cade 219.

By motion of Rev. Dr. Dixon-Proctor, seconded by Mr. Klasmeier, the Board of Trustees unanimously approved the March 10, 2020, Board of Trustees public session agenda.

II. WELCOME AND INTRODUCTIONS

In the absence of Chair Lawrence Ulvila, Vice Chair Sandra Moore advised that she would be presiding over the public session.

III. APPROVAL OF MINUTES – *Sandra E. Moore, Vice Chair*

A. Minutes of the February 13, 2020, Board of Trustees Budget Workshop

By motion of Mr. Klasmeier, seconded by Ms. Mason, the Board of Trustees unanimously approved the minutes of the February 13, 2020, Board of Trustees budget workshop.

B. Minutes of the February 25, 2020, Board of Trustees Meeting

By motion of Rev. Dr. Dixon-Proctor, seconded by Mr. Klasmeier, the Board of Trustees unanimously approved the minutes of the February 25, 2020, Board of Trustees meeting.

IV. BOARD CHAIR AND COMMITTEE REPORTS

A. Audit and Finance Committee – *Walter J. Hall, Committee Chair*

There was no report from the Audit and Finance Committee.

B. Board Development Committee – *Paula J. Darrah, Committee Chair*

There was no report from the Board Development Committee.

C. Board Policy Oversight Committee – *Vice Chair Sandra E. Moore, Board Representative and Committee Chair*

Ms. Moore reported that Anne Arundel Community College (AACC) currently has a board-approved Equal Opportunity and Non-Discrimination Policy, which was adopted by the board on May 12, 2009. The committee recommends updating the language in this policy to reflect the current federal and state protected classes. Ms. Moore stated legal counsel and AACC staff have worked on revisions to be added to the existing board-approved policy. If the board approves the policy, it will become effective the same date of approval.

By motion of Rev. Dr. Dixon-Proctor, seconded by Mr. Klasmeier, the Board of Trustees unanimously approved the revised Equal Opportunity and Non-Discrimination Policy as shown in Exhibit 1, to become effective March 10, 2020.

Ms. Moore reported that the Board Policy Oversight Committee is conducting a comprehensive review of policies and recommends that the board have a policy on equity, diversity and inclusion. She stated the board fully supports and embraces all dimensions of diversity of the faculty, students and staff and recognizes how important those differences are to the contributions of the college. She pointed out that equity and inclusion are central to the college's strategic plan and one of the college's core values. Legal counsel and AACC staff have developed and reviewed this policy. If the board approves the policy, it will become effective the same date of approval.

By motion of Rev. Dr. Dixon-Proctor, seconded by Ms. Mason, the Board of Trustees unanimously approved the Equity, Diversity, and Inclusion Policy as shown in Exhibit 1, to become effective March 10, 2020.

D. Budget Committee – Dr. James H. Johnson, Jr., Committee Chair

There was no report from the Board Budget Committee.

E. Facilities Committee – Jerome W. Klasmeier, Committee Chair

There was no report from the Facilities Committee.

F. Human Resources Committee – Rev. Dr. Diane Dixon-Proctor, Committee Chair

There was no report from the Human Resources Committee.

G. Report of Trustees' Liaison to the AACC Foundation – Tamela "Van" Mason, Board Liaison

Ms. Mason read a thank you letter from the recipient of the Ladies of the Elk of Severna Park Scholarship. The student, an adult learner pursuing a degree later in life, will be completing her fourth semester of AACC's nursing program. The program's flexible schedule enables the student to be very present with her children. She is grateful to her professors and clinical instructors for their support and is thankful for the scholarship which enables her to be closer to completing the RN program.

Ms. Mason was pleased to report the fundraising campaign revenue is just over \$7.83 million. She stated on March 2, 2020, AACC Foundation Board President Cullen Murray settled the Foundation's loan with Howard Bank for the Clauson Center project with a fixed rate of 2.83% for seven years. She stated during the Foundation Board's March 4, 2020 meeting, the board authorized the signing of the Easement Agreement with the college to allow construction of the Clauson Center for Innovation and Skilled Trades on the East Campus in Arnold. Lastly, Ms. Mason shared the Foundation is looking forward to board members joining them as they celebrate the successes of students, while thanking generous donors, at the Foundation Scholarship Reception on April 16 in SUN dining hall.

H. Appointment of the Nominating Committee – Sandra E. Moore, Vice Chair

Ms. Moore reported that Chair Lawrence Ulvila appointed herself (Trustee Moore) and Trustee Darrah to serve on the Nominating Committee as Chair and Vice Chair.

V. PRESIDENT'S REPORT – Dr. Dawn Lindsay, President

A. Information Items

1. College Updates – Dr. Lindsay

Dr. Lindsay advised that to date, the first confirmed coronavirus cases in Maryland were in Montgomery and Hartford counties. Governor Hogan has declared a state of emergency to provide additional resources. Dr. Lindsay assured the community that AACC has activated its emergency management team, which holds daily morning calls to anticipate changes, plan scenarios, and identify resources needed if college operations become impacted. The college has provided regular updates to students, faculty and staff, and has provided a dedicated webpage as a resource. Although the college does not anticipate changes to pre-spring break, Dr. Lindsay stated if the situation warrants, the college could close prior to spring break, the way it would for a weather incident. Dr. Lindsay stated she will continue to provide updates to the college community by email and on the AACC website. The board received talking points last night and will receive an update via teleconference before spring break ends.

Dr. Lindsay reported that on February 26, the college was pleased to host the Anne Arundel Bias/Hate Crime Prevention Public Forum at the Kaufmann Theatre where she provided the welcoming remarks, and County Executive Steuart Pittman talked about the reasons why the event was being held in Anne Arundel County. She was also pleased to report on March 5, AACC hosted Coppin State University for a signing ceremony and luncheon to celebrate the executed articulation agreement which provides AACC students with several benefits. The college is still actively engaging with elected officials informing them about AACC successes, the impact of the Governor's Budget Reconciliation and Finance Act of 2020, and the elimination of the Cade funding to AACC. The college met with Councilwoman Amanda Fielder on February 27, Councilwoman Amanda Pickard on March 2, and Senator Chris Van Hollen on March 6.

Dr. Lindsay was also pleased to share that she was selected by County Executive Steuart Pittman and the Caucus of African-American Leaders to receive the prestigious newly created Michelle Obama Executive Citation for making a difference in their communities. This year marks the centennial of women getting the right to vote. In celebration of women's history month, tonight, Dr. Lindsay will be one of the 100 women honored in Annapolis for helping to make Anne Arundel County "The Best Place" for all.

Lastly, Dr. Lindsay stated the college will be completely closed for spring break beginning March 16 and will re-open March 23. She stated the importance of all buildings remaining free and clear for facilities projects and maintenance work, as well as cabling and classroom technology upgrades. She wished all students, faculty and staff a very restful, safe and enjoyable spring break.

2. Campaign and Foundation Activities – Vollie Melson, Executive Director of Institutional Advancement & Foundation

Mr. Melson reported that for several years the Foundation has been transitioning its fundraising program from an event-space model to one that builds a major gift culture. He explained a major gift culture focuses on developing long-term relationship with donors, while over time understanding what outcomes they wish to achieve in the community. A major gift culture means regularly communicating with donors to share the impact of their giving while intentionally earning their trust through authentic communications. Mr. Melson stated leaders at the college join the Foundation staff to build these types of relationships and help donors understand how their giving is extending the reach of the college, to strengthen the community. Privately funded scholarships at the college are examples of increased yield, as the foundation transitions to a major gifts culture. In FY2014, \$315,000 of scholarship funds were transferred to students. In FY2019, those funds grew to \$1.1 million in private scholarship support. Since transitioning to a major gift culture, the amount of money transferred to the college for students and program support has nearly tripled to \$1.4 million since FY2014.

Mr. Melson reported in FY2017, the Foundation transitioned to the college's first comprehensive fundraising campaign which resulted in a four-year \$8 million Launching the Future campaign. The campaign focused largely on building a center for innovation and skilled trades. Mr. Melson was pleased to share that after 33 months, the Foundation has commitments of \$7.83 million of donor support. He stated the Clauson Center for Innovation and Skilled Trades has become a powerful example of how the college can respond to community needs. He thanked the board for their responsiveness to help the Foundation secure gifts when naming opportunities surfaced over the years.

Mr. Melson was pleased to share the Institutional Advancement team is bringing in about \$5 million annually. He strongly believes if they continue to align resource development into planning, the Foundation would significantly raise more funds in the years to come. The development of the college's new strategic plan provides both the opportunity and incentive to continue to work together to build the success.

3. Monthly Update on Accreditation – Dr. Gregory R. Schrader, Chair, Steering Committee

Dr. Schrader reported the steering committee met on February 28 to develop a framework for training the work teams for fall 2020. Surveys were sent last week to obtain names of those interested in being part of the work teams. The process for finalizing the work team chairs is nearing completion and a communications committee has been established to keep the college and community up to date on the Middle States progress.

4. Student Government Association (SGA) – Mitchell Santos, President

SGA President Mitchell Santos reported the SGA has determined its Executive Board candidates by nomination for elections for the 2020-2021 academic year. This year two candidates are being considered for presidency. Campaigns for candidates will occur through the month of March with announcements of the newly elected Executive Board taking place on April 13. The SGA and Student Engagement will host the annual Honors and Awards Ceremony on May 1. Mr. Santos was pleased to share SGA hosted an Art Faculty and Staff Celebration on March 6 with approximately 55 people in attendance.

5. Academic Forum/Council – Myra Dennis, Chair – No report

6. The Faculty Organization (TFO) – Dr. Rachelle Tannenbaum, President – No report

7. Professional and Support Staff Organization (PSSO) – Sarah Earle, President

Ms. Earle reported approximately 30-40 staff attended PSSO's February Get-to-Know event where staff shared what they loved about AACC. The realignment of PSSO's new area structure resulted in an increased participation amongst representatives and alternates. She was also pleased to share that 81% of representatives and alternates have attended PSSO meetings which is an increase from the past two fiscal years, and 18% of those attending the meetings have been new employees.

8. Administrative Staff Organization (ASO) – Dr. Tiffany Boykin, Esq., President – No report

9. Maryland Association of Community Colleges (MACC) Activities – Dr. Dawn Lindsay

Dr. Lindsay was pleased to report that college administrators provided testimony for legislation affecting community colleges. Mr. John Williams, director of information security, accompanied the chair of the chief technology officers affinity group for Maryland community colleges, who testified at hearings to ensure the community colleges were exempted in addition to the University System of Maryland, in proposed legislation on certain provisions of the law governing protection of information by government agencies. Dr. Tiffany Boykin, dean of student engagement, recently testified in support of HB 1175: Community Colleges – Hunger-Free Campus Grant Program, a bill which provides grant funding to community colleges to address student hunger and basic food needs on campus. Dr. Lindsay thanked the board for their support when meeting and talking with senators and delegates in the community. Lastly, she thanked Vice Chair Moore, Rev. Dr. Dixon-Proctor and Van Mason who represented the college at the March 9 Anne Arundel County Delegation Dinner.

B. Action Items

There were no action items.

VI. NEW BUSINESS

Mr. Klasmeier commented on this month's Public Safety Report, citing that in 2019 the college had 24 state citations and 40 state warnings. He stated the college had no warnings or citations in 2020 and wanted to know if the college was no longer issuing traffic or moving violations on campus. Ms. Beardmore responded the numbers reflect past and present pedestrian conduct on campus.

VII. NEXT BOARD MEETING

The next board meeting will be April 14, 2020.

VIII. ADJOURNMENT

The meeting was adjourned at 4:30 p.m.

Respectfully submitted,



Dr. Dawn Lindsay
Secretary-Treasurer