

**ANNE ARUNDEL COMMUNITY COLLEGE
BOARD OF TRUSTEES PUBLIC SESSION
January 8, 2019**

Members present: Lawrence W. Ulvila, Jr., Chair; Sandra E. Moore, Vice Chair; Paula J. Darrah, J.D.; Walter J. Hall; James H. Johnson, Jr., Ph.D.; Jerome W. Klasmeier; Caleb S. Schaeffer; 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 Mr. Ulvila at 4:00 p.m. in Cade 219.

By motion of Ms. Moore, seconded by Dr. Johnson, the Board of Trustees unanimously approved the January 8, 2019, Board of Trustees public session agenda.

II. WELCOME AND INTRODUCTIONS

Mr. Ulvila was delighted to announce the return of Dr. Johnson from his tour of duty as interim president of Baltimore City Community College. Dr. Johnson thanked the board for allowing him the opportunity to serve elsewhere and appreciated the board members' willingness to assume additional responsibilities in his absence.

III. APPROVAL OF MINUTES – *Lawrence W. Ulvila, Jr., Chair*

A. Minutes of the December 11, 2018, Board of Trustees Meeting

By motion of Mr. Schaeffer, seconded by Mr. Klasmeier, the Board of Trustees approved the minutes of the December 11, 2018, meeting with Dr. Johnson abstaining due to his absence.

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*

There was no report from the Board Policy Oversight Committee.

D. Budget Committee – *Jerome W. Klasmeier, Committee Chair*

Mr. Klasmeier reported that the Budget Committee met on December 13, 2018, and received an update on the November 30, 2018, projections for FY2019. He reported that the projections were consistent with the September 30, 2018, projections previously reviewed by the committee. The college anticipates remaining within its appropriation authority with projections being monitored at future meetings. The committee also reviewed the preliminary revenue and expenditure assumptions and noted that the FY2020 budget will be a challenge as a result of continued revenue constraints. The next committee

meeting is scheduled for January 15, 2019, and the board budget workshop will be held on February 12, 2019. Mr. Ulvila stated that college leadership will be meeting with the County Executive to share how its budget is constructed.

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

Mr. Klasmeier reported that the Facilities Committee met on December 18, 2018. The committee reviewed scenarios for constructing the Clauson Center for Innovation and Skilled Trades and received an update on the fundraising results to date. The committee also heard an update that the Health & Life Sciences building project is on schedule and within budget. Phase II is under way, which will include site work and the relocation of Ring Road beginning on December 21, 2018. The committee also reviewed a draft of the capital budget for FY2020-2025 and discussed preliminary thinking to hold the 2019 commencement ceremony at Maryland Live Event Center. The proposed change of venue would save the college expenses associated with an on-campus event and would maximize the experience for graduates. The next committee meeting will be February 12, 2019.

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

In the absence of Rev. Dr. Dixon-Proctor, Mr. Ulvila provided the Human Resources Committee report. He reported that the committee met on December 17, 2018. They received an update on the Campus Climate Survey, realignment in the Learning Division, and the collective bargaining legislation in the upcoming legislative session. The next committee meeting will be March 14, 2019.

G. Report of Trustees' Liaison to the AACC Foundation – Lawrence W. Ulvila, Jr., Chair

Mr. Schaeffer shared a thank you letter from a student who is the recipient of the Republic Services Scholarship and who wishes to attain a degree in environmental science. The student is working two part-time jobs while serving as a student employee in the Work Study Program. The student praised the college's faculty and staff for going above and beyond to help students become aware of the resources available to help them along their journey.

Mr. Ulvila was pleased to report that as of December 31, 2018, the fundraising total for the current fiscal year is approximately \$1.77 million, bringing the campaign revenue total to just over \$4.1 million in eighteen months. Mr. Ulvila also reported that the foundation received a \$12,500 award for the Braun Memorial Fund, through the Arizona Community Foundation, to help women who experience a lapse in their education between high school and college or during their college years. Additionally, the foundation received a \$20,000 donation to support workforce development scholarships and a \$15,000 donation from Daly Computers to support AACC's general scholarship fund.

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

A. Information Items

1. College Updates – Dr. Dawn Lindsay

Dr. Lindsay reported that on December 11, 2018, she was pleased to attend the "Love Without Boundaries Breakfast" organized by the college's IDEAL office in partnership with the AACC Rainbow Network, the Gay/Straight Student Alliance, and the Gender and Sexuality Studies department. The event included a panel discussion about the college's appreciation for diversity. During the holidays, Dr. Lindsay attended several events that included the Leadership Anne Arundel Annual Holiday Party, where toys were collected to benefit the Boys & Girls Club of Annapolis and Anne Arundel County, as well as special holiday events at the Arundel Mills, Arnold and Glen Burnie Town Center campus locations. On

December 13, 2018, Dr. Lindsay welcomed new County Council member Nathan Volke, District 3, to campus for a presentation about the college. Mr. Ulvila and Vice Presidents Melissa Beardmore and Dr. Michael Gavin joined her. Dr. Lindsay reported that the college will be meeting with other newly appointed county officials in the near future. Lastly, on December 19, 2018, Dr. Lindsay participated with other college presidents and higher education leaders in a meeting with Secretary of Education Betsy DeVos and Principal Deputy Undersecretary Diane Auer Jones to discuss the Administration's plans for higher education and a forthcoming Department of Education white paper.

2. Update on AACC Foundation Efforts to Support the College – Mr. Vollie Melson, Executive Director of Institutional Advancement/Foundation

Mr. Melson reported that the foundation has readjusted fundraising strategies from primarily focusing on an annual gala to building philanthropic relationships with individual donors. He pointed out that the amount of money annually transferred to students through donor-funded scholarships has tripled in the last five years. He stated that not every gift goes toward scholarships. There has been an increase in programmatic and capital support. The new Clauson Center for Innovation and Skilled Trades is an example of philanthropic programmatic support that aligns with strategic outcomes for the college. Mr. Melson added that the college is well on its way to breaking \$2 million for funds raised this fiscal year, which is the fourth time in the foundation's history that this has occurred.

Mr. Ulvila shared that 4% of the endowment is awarded in scholarships each year. He reported that the endowment has grown from \$10 million to over \$15 million.

Mr. Klasmeier asked if there was a lag time between the time the foundation receives funds until the time that students receive the award. Mr. Melson responded that the timeframe for scholastic award ranges from two to six months.

Mr. Melson presented a slide that provided a comprehensive look at the July 2017 – June 2021 campaign. He was pleased to report the campaign included \$1.3 million for the Clauson Center for Innovation and Skilled Trades, \$1.92 million in scholarships, and \$788,000 in program support. The Libby Hall challenge match increased the campaign to nearly \$4.4 million.

Mr. Melson shared that the foundation is making progress to expand its donor base in order to build a philanthropic culture. He stated the foundation is building a culture of philanthropy where giving is valued, understood, and considered a resource for innovative funding at the college.

Although the foundation's financial report appears in the audit book, Mr. Hall was interested to know how the foundation's net worth has grown and how the operating costs has changed over the years. Mr. Ulvila asked Mr. Andrew Little, associate vice president for learning resources management, to prepare a high level summary of the Foundation's net worth, the benefit of its activities from an investment perspective, and how it has grown over the last four to five years.

Mr. Melson credited the foundation's success to the strong support received by the foundation and AACC board, leadership, faculty and staff. He added that the foundation is committed to listening and learning for continuous improvement.

Dr. Lindsay added that during the holidays, the college had an opportunity to thank the Clausons for their contribution to the Skilled Trades Center.

3. Monthly Update on Accreditation – Dr. Dawn Lindsay, President

Dr. Lindsay reported that under the leadership of Dr. Gregory Schrader, steering committee chair, and Dr. Alycia Marshall, accreditation liaison officer, the process of finalizing the steering committee members is nearing completion. The steering committee work will officially begin in fall 2019.

4. **Student Government Association (SGA)** – *Jacob Smith, President – No report*
5. **Academic Forum/Council** – *Dr. Amy Allen-Chabot, Chair – No report*
6. **The Faculty Organization (TFO)** – *Professor Ken Jarvis, President – No report*
7. **Professional and Support Staff Organization (PSSO)** – *Sarah Earle, President – No report*
8. **Administrative Staff Organization (ASO)** – *Dr. Terry Portis, Vice President – No report*
9. **Maryland Association of Community Colleges (MACC) Activities** – *Dr. Dawn Lindsay*

Dr. Lindsay reported that the Maryland General Assembly will convene its 439th legislative session on January 9, 2019. She shared that the college and MACC will work closely with new members of the legislature to monitor and respond to legislation that impacts community colleges. Dr. Lindsay thanked Anita Delaporte, legislative liaison, for taking the lead to study and attain legislative information to determine its impact on the college. Lastly, Dr. Lindsay stated that the Trustee Leadership Conference and Legislative Reception is scheduled for February 4, 2019, from 4:00 p.m. – 7:30 p.m. at the Calvert House.

B. Action Items – *No action items*

VI. NEW BUSINESS

Mr. Ulvila reported that he received positive feedback regarding the start time of the December 11, 2018, public session meeting. As such, he announced that future public session meetings will begin at 4:00 p.m.

VII. NEXT BOARD MEETING

The next board meeting will be February 26, 2019, at 4:00 p.m.

VIII. ADJOURNMENT

The meeting was adjourned at 4:25 p.m.

Respectfully submitted,



Dr. Dawn Lindsay
Secretary-Treasurer