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 p.m. in Cade 219.

II. WELCOME AND INTRODUCTIONS

Mr. Ulvila reported the passing of former Maryland House Speaker Michael E. Busch, who was a tireless supporter of education and of the college. A moment of silence was held to commemorate his life and legacy.

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

A. Minutes of the March 12, 2019, Board of Trustees Meeting

Dr. Johnson requested that the minutes be amended to specify that the foundation raised $1.9 million in gifts and commitments for the Clauson Center for Innovation and Skilled Trades project.

By motion of Rev. Dr. Dixon-Proctor, seconded by Dr. Johnson, the Board of Trustees unanimously approved the March 12, 2019, Board of Trustees public session minutes, as amended.

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 advised that in October 2018 a new state law requiring revisions to the sexual assault policies of institutions of higher education went into effect. The law, titled “Higher Education - Sexual Assault Policy – Disciplinary Proceedings Provisions,” requires the governing board of each public institution of higher education in Maryland to adopt and submit to the Maryland Higher Education Commission (MHEC) by August 1, 2019, a revised sexual assault policy that includes specified disciplinary proceedings provisions providing students with the right to have legal counsel present under certain circumstances.

Ms. Moore reported that generally, upon initiation of a formal Title IX investigation, these provisions set forth the right of each current or former student alleging a violation of the institution's sexual assault policy and each current or former student responding to an allegation to have access to legal counsel paid for by the Maryland Higher Education Commission (MHEC). The law also requires an institution to state in
its revised policy that it will provide written notice of the incident under investigation to the students involved, with a description of their rights and participation in the investigation.

Ms. Moore stated that currently AACC has a board-approved sexual assault policy in place, titled “Sexual Harassment and Sexual Misconduct Policy.” This policy was adopted by the board in May 1994 and was revised twice—in May 2009 and June 2015. Legal counsel and AACC staff have been working on the provisions to be added to the existing board-approved policy. The revised draft policy was reviewed by the Board Policy Oversight Committee on April 5, 2019, and will now be shared with the college constituency groups for information, per the board-approved “AACC Policy and Procedures Review.”

Ms. Moore reported that upon the recommendation of the Board Policy Oversight Committee, the revised draft policy will be brought to the full board for information at its May 14, 2019, public session and for approval at its June 11, 2019, public session. Ms. Moore added that she has been working with Chair Lawrence Ulvila, President Dr. Dawn Lindsay, and the administration to review other current board policies in order to determine which ones need to be considered for future updating as well as where policy gaps exist that may call for the development of new policies to be considered by the board.

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

There was no report from the Budget Committee.

E. Facilities Committee – Dr. James H. Johnson, Jr., Committee Chair

Dr. Johnson reported that the Facilities Committee met on April 2, 2019, via conference call and received an update from Mr. Vollie Melson and legal counsel regarding the foundation’s recent purchase of the ground lease associated with the Arundel Mills building. Mr. Melson reported that the new covenants, conditions, and restrictions were agreed to by the foundation to facilitate the purchase of the ground lease before the purchase option expired. The minutes of the April 2 meeting provide more detail on how these covenants, conditions, and restrictions will impact the future of the Arundel Mills facility.

Dr. Johnson also reported that the committee received an update on the Clauson Center for Innovation and Skilled Trades in which an agreement between the college and the foundation is in the process of being written and will be brought to the board for approval later in the fiscal year. The committee reviewed a summary of key terms that will be incorporated into the agreement. Lastly, the committee received an update on the Health and Life Sciences building project. The project continues to be on schedule and within budget, with Phase II under way. The committee reviewed a draft board agenda item for the final construction phase, Phase III, which will come to the board in June. A steering committee meeting is scheduled for April 29, 2019, at 2 p.m., and the groundbreaking ceremony will be held on May 14, 2019, at 2:45 p.m.

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 – Lawrence W. Ulvila, Jr., Chair

Mr. Ulvila read a letter from the recipient of the Dr. Rajwant Kaur Gill Scholarship. The student is a full-time working mother who is enrolled in Cyber Security program. She is grateful for the scholarship and values the professors who go above and beyond to help students achieve academic success. The student expects to graduate in 2021 to begin a career in digital forensics.

Mr. Ulvila reported that as of March 29, 2019, the fundraising total for the current fiscal year is just over $2.26 million, bringing the campaign revenue total to just over $5.16 million. Additionally, the foundation received a five-year, $500,000, commitment from the Kathy and Jerry Wood Foundation to support the
development of the Clauson Center for Innovation and Skilled Trades. Funds will be used to construct
and equip the center with the goal of addressing the shortage of trade workers in the local community.
Through the Office of Sponsored Programs, the college was recently awarded a five-year $50,000 grant
from the Maryland Department of Health. Grant funds will be used to create the Alcohol and Sexual
Violence Prevention Program, a comprehensive coordinated approach designed to reduce sexual
violence and alcohol misuse within the campus community. Mr. Ulvila thanked Dr. Tiffany Boykin, dean
of student engagement, for her leadership to help obtain the grant.

Lastly, Mr. Ulvila was pleased to share that AACC’s April 4, 2019, Foundation Scholarship Reception was
well-attended with the highest number of attendees to date. Over 250 members of the college community
came together to celebrate the success of students and to thank donors who fund scholarships. The
generosity of donors enabled $1 million to be awarded in scholarships last year. This was more than any
other year in the 58 years of the college. The foundation would like to thank the members of the Board of
Trustees who were able to attend the event.

H. Reporting of the Nominating Committee – Lawrence W. Ulvila, Jr., Chair

Ms. Moore announced that Trustees Paula Darrah and Sandra Moore were designated in March to be the
Nominating Committee. Ms. Moore presented the committee’s report recommending that the incumbent
chair and vice chair continue in their terms for an additional year. Board members have the next month to
consider the nominations. A vote will be taken at the May 14, 2019, board meeting.

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

A. Information Items

1. College Updates – Dr. Dawn Lindsay

Dr. Lindsay commended Dean of Student Engagement Dr. Tiffany Boykin for her team’s accomplishment
to attain a $50,000 grant for the Alcohol and Sexual Violence Prevention Program. She also expressed
gratitude for the $500,000 in support from the Kathy and Jerry Wood Foundation for the Clauson Center
for Innovation & Skilled Trades.

Dr. Lindsay reported that after several months of professional development leadership training that
focused on the college’s five core values, she was pleased to report that on March 7, nineteen
constituency group leaders graduated from AACC’s third Leadership Education and Development (LEAD)
class. On April 2, the college presented its fiscal year 2020 operating and capital budget request to the
county executive where the college emphasized learning as the central mission by offering high quality,
affordable, accessible, and innovative lifelong learning opportunities to students. The college will present
the operating and capital budgets to the county council on May 9.

Dr. Lindsay stated that the college hired an external firm to conduct the spring Campus Climate study.
The survey had a 43% return rate from campus constituents. The data obtained will assist in equity and
inclusion work. The consultant is currently finalizing the analysis and will be on campus on April 23 to
meet with the board and to conduct two open forums to ensure maximum exposure of the report. As a
follow-up to the Campus Climate study, the college has also contracted with two other consultants who
will facilitate additional focus groups for full involvement across the campus.

Dr. Lindsay reported that in an effort to find an alternative cost-effective venue for commencement that
will accommodate students and families, the college will partner with Live! Hotel for this year’s
commencement. Commencement will be held on Thursday, May 23 at the Event Center at Live! Hotel.
There will be three separate ceremonies scheduled at 9 a.m., 2 p.m. and 7 p.m. Students may select
their preferred ceremony and time and are encouraged to attend ceremonies that coincide with the school
from which they graduate. Students have been notified of this by mail and have been directed to view the
details on our website.

2. Academic Advising Presentation – Bonnie Garrett, Dean, Student Success; Bonnie Lasher-Kimmel, Assistant Director, Retention, Completion & New Student Initiative Coach; and Kadijat Richmond, Assistant Director, Transfer Advising

Dean Garrett advised that as part of the Engagement Matters initiative, a cross-divisional team was assembled to review academic advising and make recommendations. The recommendations became part of the college’s strategic plan and the focus of academic advising’s efforts in 2018 and 2019. Advising heeded the recommendation of the team and continued to employ a centralized professional model, utilizing a variety of advising strategies while maintaining best practices for community colleges. Advisors were assigned to students based on their Field of Interest. The goals of Field of Interest advisor assignments included moving from generalist to providing Field of Interest advising experts, heightening relationships and partnerships with students and faculty through pairings with faculty liaisons, and increasing advisor accountability by establishing definitive caseloads. The additional staff has made it possible for multiple academic advisors to be assigned to large Fields of Interest. Dean Garrett was happy to report that the advisor-to-student ratio is now about 1 to 600. She reported that advising has transitioned part-time licensed personal counselors to full-time personal and career counselors. General exploration students have been assigned to these highly trained counselors for intensive career exploration and development services.

To meet the goal of making advising more accessible, Dean Garrett reported that virtual advising was implemented and is now available in every Field of Interest. It is available to all students by appointment, utilizing the free Zoom platform. In a virtual session, students and advisors can both see and hear one another, share and sign documents, and transact online college business. Ms. Garrett showed a two-minute demo video to demonstrate how the system works. The video was an abbreviated session created specifically for demonstration purposes. The video will be introduced to the new Field of Interest Canvas community that each student is automatically registered for.

Dean Garrett reiterated how AACC’s Engagement Matter initiative is truly engaging. She pointed out that advisors are engaging with students at their first registration, at orientation and ACA 100 classes, in person, and at various points throughout their academic journey. Advisors take a proactive approach through the use of caseload reports to facilitate timely intervention and progress to completion.

Mr. Klasmeier commented that a student’s signature could sometimes be undecipherable. For tracking purposes, he asked if the module provided an area for the student to type their name. Dean Garrett confirmed that there is an area at the top where students can print their name and student ID number.

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 for finalizing the steering committee members is complete. The college is in the process of inviting recommended faculty and staff to join the steering committee. The steering committee work will officially begin in the fall of 2019 with two kick-offs, one in the spring and another college-wide in fall 2019.

4. Student Government Association (SGA) – Jacob Smith, President

Mr. Smith reported that the SGA constitution was vetted by legal counsel and is currently being reviewed by Dean of Student Engagement Dr. Tiffany Boykin and Vice President of Learner Support Services Dr. Felicia Patterson. SGA elections have occurred, with the election of a president, vice president, executive vice president, and vice presidents of public relations, finance, and diversity. It is Mr. Smith’s intent to introduce the elected officers during May’s public session. The SGA’s philanthropic event for the
current semester involved volunteering to feed the homeless at the Happy Helpers for the Homeless in Glen Burnie, Maryland. Every SGA elected officer is required to participate in community service events each semester.


6. The Faculty Organization (TFO) – No Report.

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

Ms. Earle reported that the March 13, 2019, spring open forum had the highest in-person attendance of any PSSO meeting this academic year. President Dawn Lindsay, Vice President Melissa Beardmore, Chief Diversity Officer Dr. Deidra Dennie, and Dean of Enrollment Services Dr. John Grabowski attended. Members of the PSSO Representative Assembly are currently voting on a proposal from the Area Representative and Alternate Study Committee for a new representation structure. If approved, the structure will be effective for FY2020 and will result in 18 PSSO areas with 29 representatives and 18 alternates. Area representatives will receive a minimum of one representative and one alternate per group. This will align area groups by their current divisional structures, making it easy to identify an individual’s area and representative. Ms. Earle advised that the selection of PSSO FY2020 committees began in late March. The FY2020 officer nomination period ends the week of April 15, with elections of officers and area representatives and alternates running from May 1 – 15, 2019. Ms. Earle expressed appreciation for the board’s decision to have public sessions at 4 p.m., as the earlier time enables more PSSO members to attend the meetings.


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

Dr. Lindsay was pleased to share that the governor’s FY 2020 operating and capital budgets emerged from the conference committees and passed both chambers of the legislature, thus becoming law. State aid for AACC and our colleague community colleges remained intact in the state’s operating budget, and funding for our Health and Life Sciences building was included in the state’s capital budget. Dr. Lindsay advised that yesterday, April 8, was sine die, so the 2019 legislative session is now adjourned. She reported that MACC expressed thanks to the community college presidents and members of their boards of trustees for their support and contacting members of their delegations to urge their support and action on bills that were critical to Maryland’s community colleges. MACC will now begin working on its end-of-session report to inform the community colleges about all of the bills affecting community colleges that either have passed or failed during session. Lastly, MACC will be tracking the signing and vetoing by the governor of the passed bills.

V.B. Action Items – None

VI. NEW BUSINESS

There was no new business.

VII. NEXT BOARD MEETING

The next board meeting will be May 14, 2019, at 4 p.m.

VIII. ADJOURNMENT

The meeting was adjourned at 4:40 p.m.
Respectfully submitted,

[Signature]

Dr. Dawn Lindsay
Secretary-Treasurer