



***Board of Trustees’
Legislative and Community Relations
Committee
Meeting Materials***

March 8, 2007
Schoenbrodt Boardroom – 8:30 am

GROUND RULES

1. Board members practice respectful dialogue that serves the best interests of the college.
2. Each board member works to integrate servant-leadership into the board culture.
3. Each board member has the opportunity to speak uninterrupted.
4. Board members come prepared – board chair needs to understand what is required and set time and material appropriately.
5. Board chair acts as caretaker for the board – acts as filter, evaluates agenda for time well spent.
6. Board chair speaks for the board to the media.
7. Consent materials are available 10 days in advance; remaining board materials are available seven days in advance.
8. Board members should route any requests for additional information to the board chair or the president at least two business days prior to the board meeting.

Howard Community College's *Dragon Principles*

We promise to help our students, employees, and community members "get there from here."

We pledge to...

Be friendly

Be helpful to our students and community

Be considerate of each other

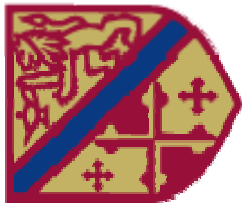
And we pledge to...



Fire It Up!



HOWARD
COMMUNITY COLLEGE



You Can Get There From Here.

Board of Trustees Legislative and Community Relations Committee



March 8, 2007

8:30 am

Administration Building
Schoenbrodt Boardroom - A225

1. Progress of Annapolis Session
2. County Budget Process
3. Federal Update
4. Naming of Roads
5. Methods of College Recognition and Criteria for Awards

1 – Progress of Annapolis Session

Background

This year's session of the Maryland General Assembly reached its halfway point on February 22. As full funding for the CADE formula was included in the budget Governor O'Malley submitted in January, the main focus for Howard Community College (HCC) has been on capital projects. Of the six projects requested by HCC this year, only one for furniture and equipment for McCuan Hall (formerly the administration building)/ Smith Theatre was included in the Governor's capital budget.

Efforts are underway to persuade the legislature to include funding for the projects left out of the budget when the Maryland General Assembly considers the capital budget. A copy of a letter sent by Dr. Duncan to all of the Howard County members of the Maryland General Assembly asking for their assistance follows this item. The administration is in the process of setting up Individual meetings with key members of the delegation as a follow-up to this letter. In addition, County Executive Ulman has been approached to solicit his assistance with HCC's state level lobbying efforts.

The house of delegates education subcommittee will hold a hearing on the community college capital budget on March 12. The senate subcommittee on capital budget will hold its hearing on this subject March 19.

Staff will provide the legislative and community relations committee of the board the latest update on the status of the capital budget.

Recommendation

There is no recommended action. This item is for information only.



Office of the President
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Dear

I ask for your support of Howard Community College's capital construction program. This year HCC requested support from the state for six capital projects. Only one was funded in the Governor's budget, \$790,000 to provide furniture and equipment for the Administration Building/Smith Theater renovation project.

I respectfully request your active support to work to include funding for HCC's priorities when the General Assembly considers the capital budget.

The three most important projects for our students are the renovations to the Clark Library Building, acquisition funds for the Belmont Conference Center, and design funds for the Medical Careers (Allied Health and Science) Building.

Clark Library: \$7,110,00

Offices that currently exist in the Clark Building will be moving to the Student Services Building this month. **These funds will allow HCC to turn those vacated offices into classrooms and laboratories. They will also provide for a critical need—repairing the existing electrical switchgear which was installed in the Clark Building during original construction in 1970.** During the last preventative maintenance procedure, the testing company determined that the main breaker may not reset if a fault occurs. If this situation would happen, this would leave the Clark Building, ST Building and Storage Building without power. Currently, the Clark Building houses the college's main computer operations, telecommunications, and network infrastructures. This includes all administrative and instructional computer application, telephone system, web services, classes, and connectivity to remote campuses. In the event of a system malfunction, functionality and data of all key business systems would be lost, such as financial systems, student records, payroll, academic records, and registration. If the college were to lose the computer center, we would be out of business.

Belmont Conference Center: \$2,00,000 (reduced from initial request of \$2,605,000)

The historic preservation of Belmont is dependent on its successful operation as an educational and cultural center. **These funds would help provide for the retirement of the debt associated with the purchase of the property.** Retiring the debt will allow the activities at Belmont to strongly support the unique experiences for students in the culinary arts and hospitality management programs and preserve this venue for future generations of Howard Countians.

Medical Careers (Allied Health and Science) Building: \$1,607,000

Programs associated with medical careers, such as nursing, radiologic technology, cardiovascular technology and emergency medical technicians are some of the fastest growing programs at HCC. They are also high demand occupations in the regional and national economy. **These funds would allow HCC to design a building that would house all of HCC medical related programs.**

Two other projects were not included in the Governor's budget and are also important to HCC students and our community. They are:

Athletics Fields Renovations: \$350,000

The renovations of HCC's athletics fields have been underway since FY 2001 and have been funded by a combination of state, local, and private funds. **This request is for the next phase of this project, which would provide for installation of exterior lighting for the soccer and lacrosse fields, related utilities, and additional perimeter fencing to the athletics fields.**

Children's Learning Center: \$32,000

The Children's Learning Center was constructed with 4,400 square feet of shell space. **This project would provide design funds to help turn this space into instructional areas to support the teacher education, early childhood education, and early childhood development programs.**

As you know, Howard Community College is one of the fastest growing community colleges in Maryland. This spring our enrollment is up six percent FTE over last spring's enrollment. This growth, which we anticipate will continue for several more years only adds to our existing capital space challenges.

The delegation has been most helpful in securing capital support for HCC over the last six years. However, even including the three newest buildings on campus, the college continues to show a projected ten-year deficit of 252,481 square feet. Only 59.19 percent of HCC's academic space needs are met. **According to a Department of Legislative Services analysis conducted in 2006, no other community college in Maryland has a larger gap than HCC between its current physical space and academic need.** For this reason, all of the projects mentioned above are of the utmost importance.

I would greatly appreciate your support, and the support of the entire Howard County delegation in including funds for these projects in this year's state capital budget. I have attached a more thorough summary of our capital projects. If you have any questions I hope that you will feel free to contact me at 410-772-4820.

Sincerely,

Mary Ellen Duncan
President

2 – County Budget Process

Background

HCC testified at the county executive's first public budget hearing in December. The county executive is scheduled to hold another hearing on March 7 at 7:30 (the evening prior to this committee meeting) in the Banneker Room of the George Howard Building. As is HCC's tradition, all members of the college faculty and staff will be encouraged to attend the meeting. The administration is currently arranging to have people testify on behalf of the HCC budget at this hearing. Testimony will be provided by Dr. Duncan, an HCC board of trustees' member, a student, and a faculty member.

The county executive will announce his operating budget on April 17 and his capital budget proposal by March 31. The council must vote on these budgets no later than June 1. The council will hold its hearing in late April.

Staff will provide the legislative and community relations committee of the board the latest update on the status of the county budget process.

Recommendation

There is no recommended action. This item is for information only.

3 – Federal Update

Background

Patrick Huddie, board chair, Roberta Dillow, trustee, Kathleen Hetherington, executive vice president, and David Buonora, director of government affairs and resource development, attended the National Legislative Summit held in Washington, DC February 12 and 13. Participants will have the opportunity to provide the legislative and community relations committee their thoughts on the summit.

Following this item is the community college “green sheet” which highlights the key legislative priorities outlined by the national associations, American Association of Community Colleges (AACC) and Association of Community College Trustees (ACCT). Staff will be available to answer any questions board members have about these issues.

Due to inclement weather, a February 13 scheduled meeting between the Maryland delegation in congress and 25 presidents, trustees, and staff from around Maryland was cancelled. However, a meeting was held with Kathleen Hetherington, David Buonora, and Susan Madden, director of government affairs for Montgomery College, with staff members representing the offices of Senator Mikulski and Congressmen Van Hollen, Sarbanes, and Cummings. College staff discussed the issues outlined on the “green sheet” and thanked the delegation’s staff for the support provided over the years. Representatives from several of the Maryland community colleges have expressed an interest in rescheduling the meeting with the elected officials in late April or early May.

Staff has also been active in soliciting support for earmarked funding priorities for HCC and statewide for all community colleges. On February 12, Dr. Mary Ellen Duncan, David Buonora, and Howard County Base Realignment and Closure (BRAC) director, Kent Menser, met with staff from Congressman Dutch Ruppersberger’s office to request funding support for a statewide community college funding consortium that will initially focus on addressing training needs associated with the BRAC instigated move of jobs into the Maryland I-95 corridor. Ultimately, this consortium will be able to provide an infrastructure for community college job training statewide. This meeting was very positive. At this time, staff is seeking final confirmation that the congressman will move forward with this request.

Dr. Duncan, Mr. Buonora, and Mr. Menser also met with Congressman Cummings. In addition to discussing the job training consortium proposal, a commitment was made by Mr. Cummings that he will attempt to secure federal funding for HCC for its radiologic technology program in this year's Labor, Health and Human Services education appropriations bill.

Although efforts to meet with Congressman Hoyer's staff in Washington were unsuccessful, a request has been submitted to the congressman asking for his support of earmarked funds to build a second science lab at the Laurel College Center. As of this writing, efforts to establish a meeting time with the congressman's office were still underway.

Finally, on February 23 Dr. Duncan and David Buonora hosted Congressman John Sarbanes on campus. They gave the congressman an orientation to HCC, discussed key financial aid and institutional support issues, and provided a tour of the Horowitz Center and the Rouse Company Foundation Student Services Building.

Recommendation

There is no recommended action. This item is for information only.



2007 Community College Federal Legislative Priorities

Fiscal Year (FY) 2008 Budget and Appropriations

1) Raise the Pell Grant Maximum: Community colleges strongly support the Congressional leadership's stated intention to raise the Pell Grant maximum to \$5,100. Congress should make significant progress towards that goal in FY 2008. Pell Grants provide essential support to community college students, providing funds for tuition, books and living expenses. Approximately one-third of Pell Grant funds go to community college students.

2) Appropriate \$1.5 Billion for the Perkins Basic State Grant Program: Outside of the student aid programs, the Perkins Basic State Grant program is the largest single source of federal support for community colleges. Colleges use these funds to improve all aspects of their career and technical education programs, a vital component of the community college mission. The recent reauthorization of the Perkins Act promises to make this program even more effective, focusing its efforts on preparing students for high-wage and high-demand occupations.

3) Increase Funding for the Community-Based Job Training Grants: The Community-Based Job Training Grants (CBJTG) serve a vital national need – enhancing community colleges' capacity to train workers in high-demand, high-growth industries. CBJTG brings together community colleges, local businesses, and the federal workforce investment system to meet the training needs for industries such as health care, advanced manufacturing and construction. The first two grant rounds have shown that demand for these funds far outstrips the current supply. Funding Target: \$250 million.

Higher Education Act (HEA) Reauthorization

Community colleges urge Congress to bolster its support for key HEA programs, including Pell Grants, Title III-A/Strengthening Institutions and the GEAR-UP and Trio grants. The new "Academic Competitiveness Grants" must be modified to include part-time and certificate program students. These two restrictions render a majority of community college students ineligible for these grants. Single, independent students should be eligible for increased amounts of aid (via a higher "Income Protection Allowance"). Finally, the HEA should provide funding for colleges and states to work together to facilitate transfer between institutions, which would be of great benefit to community college students who wish to obtain a bachelor's degree.

Workforce Investment Act (WIA) Reauthorization

Congress needs to complete the WIA reauthorization, which has been pending since 2003. Community colleges support legislation which includes key elements of past reauthorization efforts, including streamlined reporting requirements and authorization

language for the Community-Based Job Training Grants that directly funds community colleges, working with key local partners. Congress should directly provide support for infrastructure costs rather than tapping the scarce resources of partner programs for this purpose.

Education Tax Policy

Wherever possible, tax benefits to allay higher education expenses must be targeted on low- and middle-income taxpayers, where they are most likely to positively impact college participation rates. Non-refundable higher education tax benefits keyed solely to tuition are of limited benefit to needy community college students. Legislators should expand the Hope tax credit to cover non-tuition expenses that often constitute the majority of a community college student's costs. Also, the Hope tax credit should be amended so that financially needy college students who receive Pell Grant and Supplemental Educational Opportunity Grants funding do not, as under current law, have their Hope eligibility reduced by any grant amounts received. Congress should also strive to make the Hope tax credit refundable.

Development, Relief and Education for Alien Minors (DREAM) Act

Congress should pass the DREAM Act, which eliminates federal restrictions on states choosing to offer in-state tuition to undocumented students, either as stand-alone legislation or as part of broader immigration reform. Final legislation should enable eligible students to access federal grants.

Educational Benefits for Military Reservists

Congress should update current veterans' educational benefits to reflect the modern-day "total force" policy in which reservists play an expanded role. Community colleges support legislation that increases educational benefits for reservists in proportion to the time they serve on active duty.

STEM Competitiveness

Legislation to increase support for the community college role in increasing the nation's competitiveness in science, technology, engineering and mathematics should be enacted in 2007. Community colleges are instrumental to enlarging the pipeline of STEM students, preparing and developing K-12 STEM teachers, and educating the technicians that drive our knowledge-based economy.

4 – Naming of Roads

Background

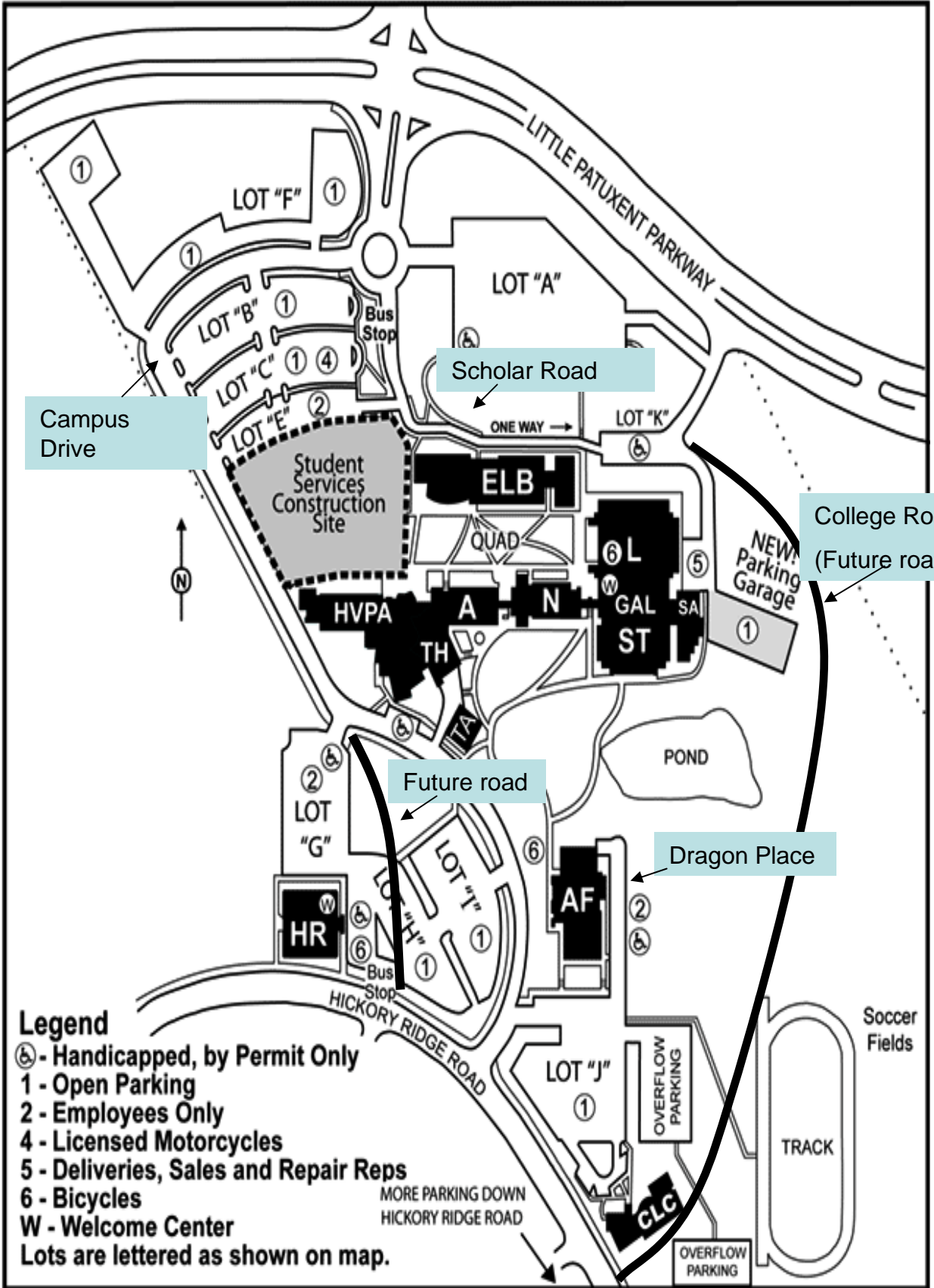
The county has requested that Howard Community College name its roadways for emergency management purposes (for example, dispatching 911 calls).

The following campus map shows suggested names for the roads. Other possibilities are listed below.

- Quad Drive
- Trustee Drive
- Faculty Drive
- Academic Way
- Student Drive
- Olympian Drive
- Dragon's Court

Recommendation

The administration requests that the committee approve names for the campus road system and forward these recommendations to the full board for consideration.



Campus Drive

Scholar Road

College Road
(Future road)

Future road

Dragon Place

Legend

- Ⓜ - Handicapped, by Permit Only
- 1 - Open Parking
- 2 - Employees Only
- 4 - Licensed Motorcycles
- 5 - Deliveries, Sales and Repair Reps
- 6 - Bicycles
- W - Welcome Center
- Lots are lettered as shown on map.

MORE PARKING DOWN
HICKORY RIDGE ROAD

OVERFLOW
PARKING

OVERFLOW
PARKING

5 – Methods of College Recognition and Criteria for Awards

Background

In fall 2006, the board of trustees asked the administration to clarify guidelines for the various awards presented by the board to members of the Howard County community. These awards include honorary degrees, the Trustees' Award for Service to Howard Community College, and the Clark Medal. Issues to be clarified included the criteria for the awards and how to differentiate them, timing for presenting the various awards, and potential candidates.

Honorary Degrees

- Recognizes a significant period of extended service to the college (limit two per year)
- Presented at Commencement

Trustees' Award

- Presented for accomplishment or contribution to the college that year
- To be presented at the beginning of breakfast or lunch portion of Spring Convocation
- Potential Candidates: Joanne Davis
 Padraic Kennedy

Clark Medal

- Recognition of a lifetime of achievement and service to HCC and the community
- To be presented at a fall Volunteer Event along with the annual report
- Three key things will happen at this volunteer event: recognition of community volunteers (i.e., boards, etc.), release of annual report, and awarding of Clark Medal.
- The medal will not be given out every year – only on the occasions when a particularly special person came along who had earned it.

A list of potential candidates is included under separate cover.

Recommendation

The administration recommends that the committee approve the aforementioned guidelines and determine candidates for the various awards. Potential candidates will be brought to the full board for consideration.