

Howard Community College
Board Retreat Notes
June 7, 2010
Belmont Conference Center, Carriage House

Attendees: T. James Truby, chair; Katherine K. Rensin, vice chair; Roberta E. Dillow, trustee; Mary S. Esmond, trustee; Patrick L. Huddie, Ph.D., trustee; Edmund S. Coale, appointed trustee (term to begin July 1, 2010); Kathleen Hetherington, Ed.D., secretary-treasurer; Lynn Coleman, vice president of administration and finance; Thomas Glaser, vice president of information technology; Cynthia Peterka, Ph.D., vice president of student services; Sharon Pierce, Ed.D., incoming vice president of academic affairs; Ronald X. Roberson, vice president of academic affairs; Nancy S. Gainer, executive director of public relations and marketing; Zoe Irvin, executive director of planning, research, and organizational development; and Erin Yun, director of board relations/special projects. Dr. Alvin Schexnider, president, Thomas Nelson Community College, and Association of Governing Boards of Universities and Colleges (AGB) consultant, facilitated the retreat.

Welcome and Introductions

At approximately 9:05 a.m., Chair Truby welcomed everyone and asked all the attendees to introduce themselves. Mr. Truby thanked Erin Yun for her work supporting the board. Mr. Truby introduced Dr. Schexnider, who gave an overview of his past experience as well as an overview of the agenda for the retreat.

“HCC Board of Trustees’ Ground Rules” and “HCC by the Numbers”

Dr. Schexnider discussed the value of the ground rules that appear at the beginning of each set of board materials as well as the “HCC by the Numbers” card. The trustees discussed the genesis of the ground rules and their evolution. The rules were reviewed and discussed.

Board Governance – *AGB Statement on Board Responsibility for Institutional Governance*

Dr. Schexnider referred to the Association of Governing Boards of Universities and Colleges (AGB) Statement on Board Responsibility and discussed the changing perspectives on education and their impact on board responsibility and governance. He then reviewed principles of governance, emphasizing the board’s delegation of operational authority to the president while focusing on accountability for the institution’s mission and heritage. The board discussed what it does and can do to enable the president to succeed, such as supporting an entrepreneurial environment and focusing on servant leadership principles. The board discussed the importance of empowering the president to develop faculty and staff and enable decisions to be made by a variety of individuals throughout the college as appropriate.

The performance gap between various diverse student groups was talked about and the focus that the board has placed on closing these gaps in recent years. Other college programs designed to improve student performance college-wide, such as STEM-Start, Step Up, and the First-Year Experience, were discussed. In the coming years, the college will also be focusing on the adult student, including veterans.

Other issues the trustees brought up included:

- Turnover in the board of trustees. The impact of this turnover on the institution and the need to preserve the board culture was a topic of interest to the board.
- The need to enable the president and senior leaders to focus on a contained list of priorities.
- The need to have board members with diverse skill sets and to engage new board members in the college and to prepare them for leadership roles in the board.
- Building relationships with and re-engaging elected officials as well as educating them on the financial benefits of the community college on the region.
- The disconnect that exists between the return on investment that community colleges provide and the perception that many people have about them. With the new nationwide focus on community colleges, the Maryland Association of Community Colleges is developing a variety of action plans to capitalize on this growing awareness.
- The difference between the community college's perception of its mission versus the public's perception of that same mission. Often there is a focus on workforce development to the exclusion of academic transfer and associate degrees and the quality of the academic programs offered by the college.
- The need to convey the importance of parents of community colleges students and the students themselves as a voting block.

The meeting adjourned at 12:05 p.m. After lunch, at approximately 1:00 p.m., the board chair read a resolution to go into closed session to discuss personnel matters.

**HOWARD COMMUNITY COLLEGE
BOARD OF TRUSTEES
CLOSED SESSION MINUTES
June 7, 2010**

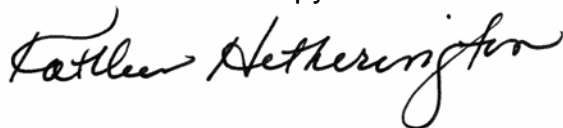
The Board of Trustees of Howard Community College (HCC) met in closed session on Monday, June 7, 2010, in the Carriage House of the Belmont Conference Center in Elkridge, Maryland. At approximately 1:00 p.m., Chair Truby read a resolution to enter into closed session at the conclusion of the public meeting, which was supported unanimously by the board. Other board members present included vice chair Katherine K. Rensin and trustees Roberta E. Dillow, Mary S. Esmond, and Patrick L. Huddie. Kathleen B. Hetherington, secretary-treasurer, was also present.

WHEREAS, The board of trustees of Howard Community College is authorized by Section 10-508 of the State Government Article of the Annotated Code of Maryland to conduct certain portions of its meetings in closed session.

NOW, THEREFORE, BE IT RESOLVED, that the board of trustees of Howard Community College hereby conduct its meeting in closed session beginning on June 7, 2010, at the conclusion of the annual retreat in the Carriage House of the Belmont Conference Center "to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom it has jurisdiction as permitted in Section 10-508(a)(1) and that such meeting shall continue in closed session until the completion of business."

The meeting was adjourned at 2:00 p.m.

The above constitutes the official minutes of the June 7, 2010, closed session of the Howard Community College Board of Trustees as approved on August 25, 2010, and is a true and correct copy of same.



Kathleen B. Hetherington, secretary/treasurer