

OFFICE OF THE PRESIDENT

Rosalie V. Mince, Ph.D.



BOARD OF TRUSTEES

David P. O'Callaghan, *Chairperson*
Diane A. Foster, *Vice Chairperson*
Sherri-Le W. Bream
Kelly M. Frager
Greg W. Kahlert
Mary Kay Nevius-Maurer
Rosalie V. Mince, *Secretary/Treasurer*
County Commissioner, *Ex-officio*

BOARD OF TRUSTEES
August 20, 2025

AGENDA

- 4:30 P.M. - Finance, Facilities, and Related Policies Committee - L090
4:30 P.M. - Personnel, Instruction, and Related Policies Committee - A117
5:00 P.M. - Dinner - Lower Level at the end of the Babylon Great Hall
5:45 P.M. - Meeting - Board Room - L090

- I.** Call to Order/Opening Exercises
- II.** Approval of Agenda
- III.** Approval of Minutes – June 18, 2025
- IV.** Reports
 - A. President – Dr. Rosalie V. Mince

- 1. Oath of Office Ceremony for Incoming Member of the Board of Trustees -Ms. DeWees
- 2. 2025 Progress Report for a Program of Cultural Diversity (**ACTION**) – Mr. Johnson
- 3. 2025 Great Colleges to Work For Survey: Higher Education Insight Survey® - Dr. Kloss
- 4. 2025 Student Satisfaction Survey – Dr. Kloss
- 5. Ratcliffe Center Update – Ms. Davis
- 6. Juneteenth in Carroll County Event – June 21
- 7. Foundation Scholarship Reception – June 30
- 8. MSCHE Team Chair St. Joseph's College of Nursing, Syracuse, NY – July 6-7
- 9. AACC President's Summer Institute, Santa Ana, CA – July 10-16
- 10. Justice System to Careers Initiative (JSCI) DJS campus tour – July 23
- 11. Boys and Girls Club Mock Interviews – July 24
- 12. CCPS, Carroll Community College, & McDaniel College Retreat – July 29
- 13. Carroll Hospital Board Orientation – July 29 and CHC Board Meeting – August 5
- 14. First Friday Breakfast at Baugher's – August 1
- 15. MCCCCP/MACC President's Retreat – August 3-5
- 16. Right at Home Meeting and Campus Tour – August 7
- 17. Tom and Margaret Welliver Naming – August 11
- 18. Baltimore Sun Interview 'Women to Watch' – August 15
- 19. CC Chamber of Commerce Breakfast, Commissioner Kiler – August 19
- 20. Communications Update – Ms. Slappy
- 21. Community Relations Update – Mr. Johnson
- 22. Foundation Update – Mr. Wantz

- B. Academic Council – Britney Harden
- C. Senate – Karen Sorrell
- D. Student Government Organization – Nyomie Greer
- E. Commissioner – The Honorable Kenny Kiler
- F. Planning Advisory Council – Trustee Bream

V. Action/Consent/Information Items

A. Finance, Facilities and Related Policies Committee

(Diane Foster / Greg Kahlert / Mary Kay Nevius-Maurer)

1. June Financial Statements
2. July Financial Statements
3. FY2026-2027 Capital Budget and Five-Year Capital Program Request
4. Approval of Purchase Requisition over \$50,000 – Softdocs Software Suite of Products: Serve Print Customization Tool, Electronic Forms and Workflow Automation, and Document Management
5. Notice of Grant Award, Maryland State Department of Education, Child Care Career and Professional Development
6. Approval to Modify the Student Code of Integrity for Academic and Behavioral Standards: Anti-Hazing Policy
7. Approval of Board Calendar and Topics, 2025-2026 – Revised
8. Non-Operating Budget Funds
9. Quarterly Report on Items in Excess of \$10,000
10. Inter-Functional Transfer
11. Indoor Track Proposal

B. Personnel, Instruction, and Related Policies Committee

(Sherri-Le Bream / Kelly Frager / Ben Scheper)

1. Non-Credit Adjunct Faculty Salary Scales.
2. New Professional Appointments
3. Professional Changes of Status
4. New Support Staff Appointment
5. New Temporary Appointments
6. Temporary Appointments - Renewals
7. Employee Separations
8. Approval of Curriculum Report – 2024 - 2025
9. Academic Program Review Executive Summaries
10. Revised Sexual Misconduct and Non-Discrimination Policy and Reporting, Investigation, Decision, Sanctions, and Appeal Policy Procedures

VI. Old Business/New Business

VII. Dates of Upcoming Meetings and Events:

August 26, 2025	Facilities Master Plan Review Meeting	10:30 a.m.– 12 p.m. Naganna Center, President’s Dining Room, K118
August 28, 2025	Collegewide Mtg. / Discovery Day/ Lunch <i>Data in Motion: Turning Insights into Action</i>	9 a.m. – 4 p.m. – Carroll Community College
September 8, 2025	PAC Meeting	3:30 p.m. The Bollinger Family Conference Center (K100)
September 17, 2025	Board of Trustees Meeting	5:00 p.m. Dinner, lower-level Babylon Great Hall in the Kahlert Foundation Campus Center, Meeting in L090

September 18, 2025	Foundation Board of Directors Meeting	8 a.m. The Virginia S. Minnick Building (M157)
September 25, 2025	Carroll Catalyst: Executive Leadership Summit	8:30 – 11:30 a.m. The Bollinger Family Conference Center (K100)
October 6, 2025	PAC Meeting	3:30 p.m. The Bollinger Family Conference Center (K100)
October 8, 2025	Board of Trustees Meeting Committee Meetings at 1:30 p.m.	2:00 p.m. Meeting in L090
October 17, 2025	Carroll County Women's Conference 2025	7:15 a.m. – 4:30 p.m. Carroll Community College
October 20, 2025	PAC Meeting	3:30 p.m. The Bollinger Family Conference Center (K100)
October 21, 2025	Chamber of Commerce Annual Membership Meeting	8 – 10:30 a.m. Pleasant Valley Community Fire Company
October 22-25, 2025	ACCT Leadership Congress	New Orleans, LA
November 1, 2025	Carroll Hospital Auxiliary Ball	6:30 p.m. Shipley Arena, 706 Agricultural Center
November 3, 2025	PAC Meeting	3:30 p.m. The Bollinger Family Conference Center (K100)
November 4, 2025	Cyber Range Ribbon Cutting and County Legislators Outreach Meeting	Time and Location: TBA
November 11, 2025	Veteran's Day Observance	11 a.m. Babylon Great Hall in the Kahlert Foundation Campus Center
November 19, 2025	Board of Trustees Meeting	5:00 p.m. Dinner, lower-level Babylon Great Hall in the Kahlert Foundation Campus Center, Meeting in L090
November 20, 2025	Foundation Board of Directors Meeting	8 a.m. The Bollinger Family Conference Center (K100)

VIII. Adjournment

The Board reserves the right to meet in Executive Session following the regular meeting.