

February 25, 2022

12:00pm - Via Zoom

Attendees: Alice Boatman, Courtney Hart, Stephanie Will, Pavan Purswani, Anthony Davis-Crowder, Klaire Williams, Taylor Seitzinger (graduate student intern from Hagerstown CC), DaVida Anderson, Benita Rashaw, Marcella Karp, Jim Miller, Nicole Hoke Wilson, Jay Coughlin

Institutions represented: Community College of Baltimore County, Montgomery College, University of Baltimore, Harford Community College, Carroll Community College, Hagerstown Community College, Chesapeake College, Frederick Community College, Howard Community College

Meeting Notes:

12:00pm - Welcome and Introductions

12:15: ByLaw Review and Vote

- Article II – Purpose (all in favor of proposed revision)
- Article III – Section 2 (all in favor of proposed revision)
- Article III – Section 4 (all in favor of keeping Technology Chair position and making clerical change to “Co-Chairs”)
- Article IV – Section 1 (all in favor of proposed revision)
- Article IV – Section 2 (all in favor of proposed revision)
- Article IV – Section 4 (all in favor of adding ‘general’ to define member colleges that can vote; also added this language to the statement in Section 5)
- Article IV – Section 6 (all in favor of proposed revision)
- Article IV – Section 7 (all in favor of proposed revision, with language changes from ‘double check’ to ‘review,’ and ‘resolve’ to ‘resolution,’ and ‘the’ to ‘that’)
- *Decision was made to review entire document for consistency in how “Bylaw” is written with/without hyphen*
- Article V – Section 3 (all in favor of tabling this discussion)
- Article V – Section 5 (all in favor of including ‘ACLEA’ and ‘IACLEA’)
 - o *Alice will confirm ACLEA is separate from IACLEA and accurate for the Bylaws*
- Article V – Section 8 (all in favor of proposed revision)
- Article V – Section 9 (all in favor of proposed revision)
- Article V – Section 13 (all in favor of proposed revision)
 - o *Will require follow up by ByLaws Committee*
- Article VIII – Amendments (all in favor of proposed revision)
 - o *Will require follow up by ByLaws Committee*

12:53 Bylaw review completed

12:54 Conference Planning - Jay Coughlin

-Panel is confirmed and is as follows:

- Pavan Purswani will Moderate
- Dr. Joy Stevens - Mental Health
- Adam Reid- Public safety
- Dr. Scott Eckhardt- Title IX Officer/conduct Officer
- Dr. Karyn Schulz will represent Disability Support Services
- Dr. Scheherazade Forman will represent the Student Development Admin

-Suggestions

- Pavan: name change to “BIT and the Pandemic- “A Year in Transition”
- Pavan will review questions for panel

-Trivia

- Using Vevox instead of Kahoot for trivia
- Jay did a test run with members to make sure it’s running correctly
- Jay still working on the details of Vevox, will try another test round next meeting
- Should trivia questions be fun or BIT related? Group says mix of both
- Prizes - books from Brian Van Brunt

Conference Schedule:

- 10-10:10: Welcome, Agenda
- 10:10-11:40: Opening Panel (Pavan)
- 11:40-12:10: Lunch (Awards – nominations due 04/01/22 at 11:59PM)
- 12:15-1:45: second live session
- 1:45-2:00: Break/Trivia contest
- 2:00-3:30pm Culturally Competent threat assessment (Brian)
- 3:35-4:35: Happy Hour (virtual)

-Conference Details needing follow up:

- Courtney will reach out to NaBITA one last time to confirm their session
- NaBITA – free conference registration? Courtney will talk to Makenzie
- “Feature Presentation” title for NaBITA and the Panel
- During Lunch (clock countdown on zoom for when next session starts)

-Awards:

- April 1st Deadline for Award nominations
- Awards- PDF Certificates
- Stephanie can look at physical awards but needs to know what our budget is (crystal awards start at \$40, not sure if that includes engraving)
- Pavan suggested mailing the certificate in a frame
- Group agrees with paper or PDF version of certificates

- Jim M: offering to make a stained piece of wood to mount certificate's on – willing to donate (3 for award winners)
- Jay will receive the plaques from Jim and send them to appropriate people

1:20 Pre-Conference Seminar Discussion

-Pre-Conference will be held on 4/21/22 from 2:00pm-3:00pm

- Evolution of Threat assessment (Brian Van Brunt): walk people through Violence Risk Assessment of the written word
- Separate registration for pre-conference – send sign up details to those that have registered as well as the entire contact list to catch anyone who cannot come to the conference but could make the pre-conference session
- No zoom limit issues unless we get over 300

-Registration

- Currently have 41 registered for conference

-Email Timeline

- First email sent on 01/10/22- save the date
- Reg open email: 01/26/22
- Awards sent 02/04/22 (nominations due 04/01/22 at 11:59 PM)
- 2nd Registration send: 03/01/22 (Include Awards Nominations deadline)
- 3rd Registration reminder in March 03/21/22 (Include Awards Nominations deadline)
- 4th Registration send: 04/11/22

-Registration is on the website

-Reconfigure website so that the 2022 conference is linked

-Archive 2021 conference so there is no confusion on the website

-Pavan will post registration on social media (2 rounds)

-Will ask Karyn about sending it to her groups that intersect with BIT

1:43pm – Updates from Committee Chairs

Dr. DaVida Anderson on Professional Development

- Discussion on frequency of how often we have Professional Development
- March- no professional development because of conference planning
- May- review/ debrief and elections- no professional Development
- June- Topic options (stress management, balancing student code of conduct, mental health challenges)
- Pavan and Karyn -session on de-escalation OR Rev. Marty on Listening Skills
- Group proposes that Pavan and Karyn do de-escalation closer to Fall along with Listening Skills
- June is typically not a meeting month but could hold just a professional development session

- Jay proposes a self-care prof. dev training over the summer
- Jim- De-escalation and listening skills go hand in hand
- Pavan- Self Care-June/July, de-escalation and listening skills for the Fall
- Let DaVida or Karyn know if anyone has speaker suggestions for professional development

1:52 Awards Check in

- Stephanie – encourage people to vote! Nothing else to add to what was discussed above

1:53 Case Review

1. Discussion of case - BIT referral for being negative towards tutors and professor, upset with family, living situation, class etc. Struggles to identify positives and refuses therapy.
2. Discussion on mask mandates and exemptions
3. Discussion of interventions for high NAS scores when there is no on-campus counseling center

2:30pm New Business/Announcements

2:32 Adjournment

Next meeting: March 24th – Final Conference Planning