



**BOARD AGENDA
TAB 3 – INFORMATION
FEBRUARY 20, 2019**

**BALTIMORE CITY COMMUNITY COLLEGE
BOARD OF TRUSTEES
APPROVED OPEN SESSION MINUTES
January 16, 2019
4 p.m.**

**Workforce and Continuing Education Division
Harbor Campus – 710 E. Lombard Street**

Board Members Present: Kurt L. Schmoke, Esq. (Chair); Dr. Rachel Pfeifer; Mr. Jason Perkins-Cohen; Dr. Rosemary Gillett-Karam; Mr. J. C. Weiss, III (via conference call); Mr. Peter Nachtwey; Ms. Maricruz Abarca (Student Trustee).

Board Members Absent:

Maria Tildon, Esq.
Mr. John D. Lewis

Chair Schmoke brought the meeting to order.

I. APPROVAL OF THE AGENDA

The Board unanimously approved the January 16, 2019 agenda.

II. NEW BUSINESS

Chief of Staff, Bryan Perry, Esq., gave an update of the Realignment Task.

- Mr. Perry reported that BCCC would be presenting responses to the House on February 7, 2019, and to the Senate on February 11, 2019. Mr. Perry reports that he has received realignment budget-related questions and prepared the responses, including responses to anticipated questions.

The Board inquired who would chair the hearings. Mr. Perry responded that Ms. Adrienne Jones would chair for the house and Senator Bill Ferguson would chair the Senate.

- Dr. Johnson presented to the Board a list of deliverables requested at the December Board Meeting.
 - Budget Hearing dates
 - Achieving the Dream (AtD)
- The Board inquired as to if any of the timelines, related to the tasks, were changed. Mr. Perry responded that the timelines seem to be what is reasonable and Dr. McCurdy is being informed of updates.
- The Board inquired to Director James Knighton, Esq., if he had gotten any sense or

received questions about the realignment tasks. Director Knighton reported that all of the feedback in Annapolis was one of a positive nature. Director Knighton also reported that Dr. McCurdy had some one-on-one meetings with several legislators that went very well.

III. BOARD ACTIONS / CONSENT AGENDA (All actions requiring a vote)

- A. Approval of the December 19, 2018 Minutes**
- B. College Contracts**
- C. Student Government Association (SGA President, Mr. Victor Anokwuru)**
- D. AFSCME Local # 1820 (Ms. Charlene Gray, President)**
- E. Faculty Senate Report (Dr. Chima Ugah)**

**The Board unanimously approved the January 16, 2018 consent agenda.*

IV. Public Presentation

A. Cultural Diversity Report

Interim Vice President (IVP) Sylvia Rochester presented, for Board Action, the Cultural Diversity Report.

The Cultural Diversity Report's purpose is in accordance with the Maryland Education Article § 11-406. Each public postsecondary institution in Maryland is required to develop and implement a plan for cultural diversity to:

- Include students, faculty, and staff
- Identify resources needed to recruit and retain a culturally diverse student body
- Enhance diversity through various college-wide initiatives.

There are five key components that are required in this report:

- Underrepresented Student Recruitment and Retention
- Underrepresented Faculty and Staff Recruitment and Retention
- Faculty and Staff Cultural Training Programs
- Curricular Initiatives to Promote Cultural Diversity in the Classroom
- Co-curricular Programming for Students, Faculty and Staff

IVP Rochester requested approval of the Cultural Diversity Report by the Board to move forward with our diversity plan. BCCC's next steps are;

- Reconvene Diversity Committee with a cross representation of students, faculty, and staff.
- Align goals and activities with Achieve the Dream (AtD) Strategies and the new Strategic Plan.

The Board inquired as to what is being done to reach out to the Hispanic population. IVP Rochester responded that the implementation of the Latin X Clubs had been done; however,

plans to do more are being considered.

The Board inquired as to if there were any data on ethnic diversity. IVP Rochester stated that she did not have this information but would report back with the information.

The Board inquired as to if there were baselines established for each goal. IVP Rochester responded that she would make it happen.

***The Board unanimously approved the Cultural Diversity Report.**

The full Cultural Diversity Report is on file in the Office of the President.

B. Sabbatical Leave Request

Dr. Tonja Ringgold presented for the Board's approval a request of Sabbatical Leave for Professor Latonia Moss from August 1, 2019, to January 31, 2020.

Professor Moss will complete work on her dissertation in completion of her doctoral degree in Community College Leadership at Morgan State University. Additionally, the sabbatical will benefit students at BCCC in the following manner: students, particularly African American Females, will benefit from research exploring how they persist at community colleges. As a significant population of students attending community colleges, it is important to conduct studies that examine them as a marginalized group and how they utilize the community college sector for upward mobility.

****The Board unanimously approved the request for Sabbatical Leave for Professor Latonia Moss.***

V. President's Report

A. Dr. Johnson presented other requested deliverables to the Board;

- Response to Lance Lucas regarding the Cyber Warrior Diversity Program he presented at the December 19, 2018 Board Meeting. Dr. Johnson reported that a formal letter was sent to, with a copy to Senator Delores Robinson stating that BCCC has submitted a Cyber Warrior Program to MHEC and would not require a partnership with him.

B. Enrollment Report

- IVP Rochester reported that the final fall 2018 credit headcount is 4,523 – an increase of 8.0% (335 students) from fall 2017.

Increased enrollment can be contributed to the various programs, P-TECH, MSP, and Year Up.

- **Admissions Application Conversion**

	Fall 2017 A179	Fall 2018 A189
Admissions Applications	5725	7815
Registered	1540	1965
Conversion	26.90%	25.14%

- **Registration by Special Population, P-TECH, Year Up, and MSP**

Special Populations (Confirmed by Program)	Fall 2017 A179	Fall 2018 A189	% Increase
P-Tech	72	136	89%
Year Up	78	118	52%
Mayor's Scholars	N/A	311	N/A

- The Board inquired as to if data was available in terms of outcomes, e.g., number of students reached, number of students that stayed and the number of students who were successful. IVP Rochester stated that she did not have data on the requested specifics; however, she would obtain this information and report at the next Board meeting.

IVP Rochester reported that various efforts are being implemented to reach students that have stopped out to return.

- The Board inquired as to why there was a drop-in enrollment in the Winter 2019 Enrollment.

IVP Rochester responded that several populations, e.g., Year Up, P-TECH, and MSP students were not registered in the Winter semester and were not included in the number on the submitted report.

- The Board inquired as to the enrollment number from last Spring. Director Eileen Hawkins responded that last year's enrollment number was 4,011, this year's enrollment expectation for Spring 2019 would be 1,900. Dr. Johnson stated that the goal was to show an increase in enrollment.
- The Board inquired if Year Up, as well as P-TECH students, were counted as full-time.

IVP Rochester responded yes, any student that is taking 12 credits or more are considered as full-time students.

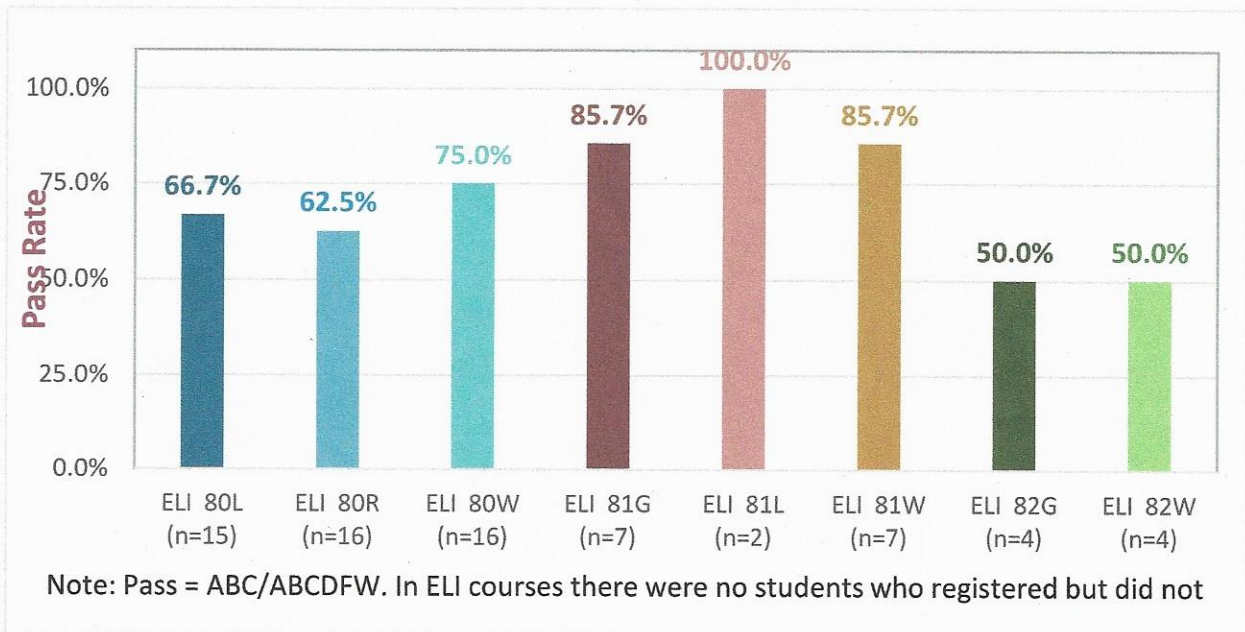
Discussion:

- Dr. Johnson inquired if Admissions had a plan to assist students and family who were experiencing the federal furloughs, and if so how will we appraise them.

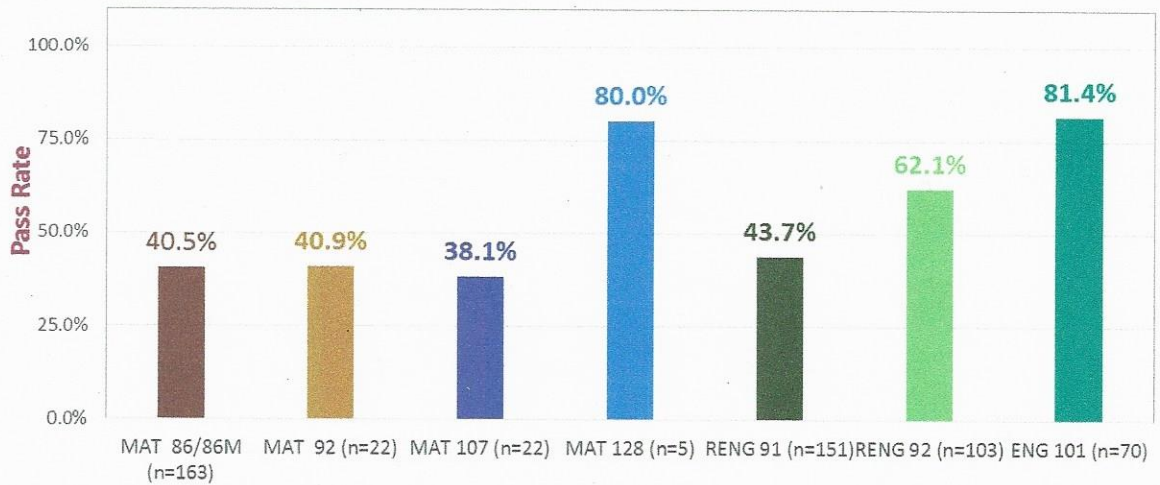
IVP Rochester reported that students that are impacted by the federal furloughs would be allowed to register and apply for the payment plan and pay a fee of \$50 that would hold their classes until April. A communication plan is being developed to address how students will be informed.

C. Mayor's Scholars Program

- Director Poindexter Webb reported that 98% of students who registered for fall classes persisted through the semester, which included credit and workforce and continuing education students.
- Pass rates for ELI students in developmental courses are shown below.



- Pass rates for developmental and college-level courses are shown below.



- The Board inquired if students enrolled in developmental courses received credit. Director Webb responded no. The developmental course are required before going into the credit level courses. The Board inquired as to the plan to meld the developmental courses and credit courses. Director Webb reported that there is a pilot program underway to assist students in developmental courses.
- Dean Melvin Brooks reported that for Spring 2019 semester the Accelerated Learning Program (ALP) would be piloted with RNG 92 and ENG 101. For the Winter break, a Second Chance Program was offered for MSP students that were not successful in developmental English.
- The Board requested that the Board be apprised of the progress of the ALP program. Dean Brooks responded that he would.
- The Board inquired if a rationale was given for the program for non-successful students, e.g., not coming to class, transportation, and poor study habits. Director Webb added that it was a combination of all the above. Also, Director Webb reported a discussion/suggestion from faculty for ride sharing for students. IVP Rochester is researching to see if this could be a college-wide initiative.
- The Board inquired as to what was the raw number of students that did not pass. Director Webb stated that she did not have the raw numbers; however, a meeting with the faculty discussed how or what could be done in identifying barriers students experienced and retention initiatives to ensure student success and retention.
- The Board inquired as to if there would be a compatible program for developmental math students. Director Webb responded that there were twelve students in the Second Chance Math program; however, their classes ended today, and the data was

not available, but she will provide that information at the next meeting.

- The Board inquired if the attendance data has been implemented to assist in the identification of students that do not attend regularly. Director Webb stated that they were in the process of acquiring Qwickly Software for attendance tracking. More on Qwickly can be found at this link, <https://www.goqwickly.com/attendance/>.

Coaches and advisors will be assigned to classes whereas the faculty will be able to identify students with attendance issues so that an intervention could be implemented early.

- The Board inquired if workshops would be offered to inform students and parents about MSP. Director Webb responded yes; two workshops would be offered next week for students and parents.
- The Board requested a copy of Director Webb's PowerPoint presentation. City Hall.
 - Dr. Johnson responded that we are meeting with MACC and with the Mayor as well as internal workgroups and external partners to ensure the success of the MSP program.

CLOSING COMMENTS

VI. MOTION FOR ADJOURNMENT

Chair Schmoke motioned to adjourn the meeting to reconvene into a closed session at 4:59 p.m.

VII. NEXT MEETING *Wednesday, January 16, 2019*

ATTENDANCE:

Dr. James H. Johnson, Jr., Executive Consultant
Bryan Perry, Esq., Chief of Staff/General Counsel
Dr. Tonja Ringgold, VP of Academic Affairs
Ms. Sylvia Rochester, Interim VP of Student Affairs
James Knighton, Esq., Director of Governmental Relations
Mr. Calvin Harris, Jr., VP of Business & Finance
Ms. Dawn Kirstaetter, VP of Advancement & Strategic Partnerships
Ms. Lyllis Green, Chief Internal Auditor
Ms. Michelle Williams, Director of Human Resources
Mr. Frank Anastasio, Interim Chief Information Officer

BCCC Staff Present:

Tope Aje; Ola Akinkuowo; Elena Berrocal; Lorraine Brown; Dr. Pamela Burris; Hsin Yuen Chen; Quintin Davis; Edward Ennels; Charlene Gray; Alisha Green; James Green; Nana Gyesie; Wendy Harris; Eileen Hawkins; Kimberly Henderson; Joe Hutchins; Daniel Izume; Dr. Bob Iweha; Leslie Jackson; Davis Xudong Jin; Gloria Johnson; Alice Kimara; John T. McCoy, III; Valerie Leverette, Karen Mobley; Brian O'Connell; Shaunta Rao; Daviedra Sauldsberry; Scott Saunders; Benita Scott; Dr. Daphne Snowden; Adaria Sogbor; Gregory Tarver,, Dr. Chima Ugah; Eileen Waitsman; Leonard Willis, Brenda Wiley; Diana Zilberman.

Others Present:

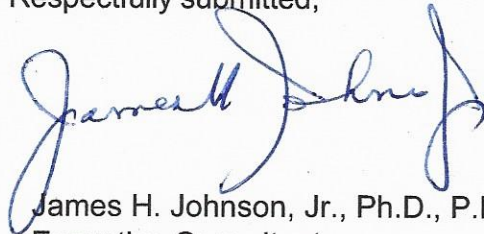
Kristen McFarlane, Esq., Baltimore City States Attorney

CLOSED SESSION

The Board voted unanimously, under the Open Meeting Act, State Government Article, and Section 10-508, to convene in Closed Session on February 20, 2019, in the President's Conference Room to discuss real estate, personnel and to obtain legal advice.

**Full report on file in the President's Office*

Respectfully submitted,



James H. Johnson, Jr., Ph.D., P.E.
Executive Consultant

Approved by BCCC Board of Trustees on March 20, 2019