BCCC
Baltimore City Community College

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BOARD OF TRUSTEES
BALTIMORE CITY COMMUNITY COLLEGE

OPEN SESSION MINUTES | 4:00pm October 20, 2021 (Virtual Zoom Meeting)

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Board Members Present: Kurt L. Schmoke, Esq. (Chair); John C. Weiss, III; Dr. Rachel Pfeifer; Dr. John Brothers; Leonor Tannhauser Blum; Olumafemi Toriola (Student Trustee)

Also Present: Dr. Debra L. McCurdy, President

I. **Call to Order**

Chair Kurt L. Schmoke called the Open Session meeting to Order at 4:08pm.

Adoption of Agenda

a. Approval of the October 20, 2021 Agenda

Chair Schmoke asked for motion to approve the Agenda for October 20, 2021. Trustee John C. Weiss, III motioned to approve, and Trustee Leonor Tannhauser Blum seconded the motion. The motion on the Agenda was unanimously approved.

Chair Schmoke addressed Mr. Patrick Morgan, ASCME President, stating that the By-laws indicate that requests to speak at a Board meeting must be directed to the Chairman 48 hours before a meeting and the Chair can allow or deny it. He was aware of the issues which pertained to the negotiations for the Union MOU's, but because the Board had not been briefed, stated that it should be discussed in Closed Session as personnel matters. Chair Schmoke stated that he would consider calling a special session to discuss the contract resolution issues and then allowed Mr. Patrick Moran to address the Board for five minutes.

Mr. Patrick Moran thanked the Board for allowing him to speak and spoke about the following:
- Representation for all bargaining units at BCCC.
- Multi-union contracts with BCCC tentatively agreed upon with administration as of July 2021.
- Concern that ratified agreements had not yet been approved by the Board of Trustees.

Chair Schmoke responded that labor negotiations rest with BCCC administration; and he received the documents recently sent to him by ASCME and thanked Mr. Moran for his time.

II. **Board Actions / Consent Agenda**

Chair Schmoke asked for a motion to approve the Consent Agenda. Trustee Weiss motioned to approve the Agenda for the October 20, 2021 meeting and Trustee Leonor Tannhauser Blum seconded the motion. The motion was unanimously approved.

a. Approval of the September 15, 2021, Open Session Minutes

b. Closed Session Meeting Summary

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    c. Student Government Association Report
    d. Faculty Senate Report

III. **Items Removed from the Agenda**
    a. AFSCME Local #1870 at BCCC Report

IV. **New Business**
- Extension of President's Contract

    Chair Kurt Schmoke asked for motion to extend the President's contract. The motion was made by Trustee Leonor Tannhauser Blum and Trustee Oluafemi Toriola seconded the motion. The motion was unanimously approved to extend President Debra McCurdy's contract.

V. **College Policies (Tab 8)**
- None

VI. **Presentations (Tab 9)**
- Articulation Agreement:
  BCCC & Baltimore City Police Department

    Dr. Debra McCurdy, BCCC President, reported that this does not call for Board of Trustee action. Rather the item communicated to the Board about the move to an articulation agreement. The Baltimore City Police program is located at the University of Baltimore.

    Dr. Liesl Jones, VP Academic Affairs, reported that the MOU will allow Police Cadets to get 36 credits toward their AA Degree in Criminal Justice at BCCC. This partnership started a few years ago when the Baltimore Police department determined that BCCC was the only community college that had an Apprenticeship program. Mr. Michael Thomas, VP Workforce Development & Continuing Education has been in contact with the Baltimore City Police department. Chair Schmoke asked if BCCC was going public with this partnership; and the answer was yes, there will be a joint press release.

- Enrollment Report

    Dr. Debra McCurdy introduced Dr. Daniel Velez, the new VP for Student Affairs. He joined BCCC on September 27, 2021 and is actively working on enrollment strategies.

    Dr. Velez shared his background experience and looks forward to putting new enrollment strategies in place. Dr. Velez reported on the following strategies:
- Use of technology to update the applications process.
- Territory Management process – detailing projected numbers; the objectives of recruiters; and the organizations and groups being targeted.
- The Banner implementation and impact on student information systems.
- The creation of a Dashboard
- The coordination of Mayor's Scholars Program, Granville T. Woods and the First Time Experience under one department to recruit and retain students in these areas.
- Working with Workforce Development and Continuing Education to recruit students on the credit side.
- Improvement of Dual Enrollment processes.
- Implementation of an Early Warning to increase retention.

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Chair Schmoke commented that buy in was needed from the faculty.

Ms. Becky Burrell, VP Institutional Effectiveness, reported on enrollment numbers as reported by MHEC and BCCC.
  ➢ BCCC is down -4.1% in ineligible FTE's; eligible FTE's down 29%.
  ➢ BCCC is looking to increase the numbers for the ESL and Hispanic population.
  ➢ A report was provided comparing the enrollment numbers with other sister institutions.
  ➢ The Headcount Enrollment for FY 20 was 4,909. MHEC did not update FY 2021 number, which is 4,181.
  ➢ MHEC enrollment projections for Fall 2019 – 4,909 and FY 2020 – 3,801.
  ➢ Ms. Eileen Hawkins, Director of Institutional Research, and the Affinity Group for institutional research will review how MHEC gathers data.
  ➢ MHEC's enrollment projections indicate that BCCC is expected to increase by 71% over the next several years.

Trustee John Brothers asked about the institutional peer groups and the technology that utilized regarding enrollment.

VP Becky Burrell also indicated that enrollment information could be obtained from Ms. Eileen Hawkins, to determine formulas used to identify the numbers for these projections.

▪ Enterprise Resource Planning (ERP) Update
  Mr. John Schiesler, Director, Enterprise Applications, reported on:
  ➢ The implementation status for Banner.
  ➢ Meeting bi-weekly with DoIT.
  ➢ Being on target for completion in December 2023.
  ➢ Data migration and data validation (general student and financial aid) for the ERP.
  ➢ State interfaces (FMIS, Workday, etc.) are targeted for 2022.
  ➢ Reciprocal Program – use of Argos to overcome issues faced.

Chair Kurt Schmoke asked if any interruptions were experienced due to working virtually. Mr. Schiesler responded there had been fewer interruptions and things have been positive.

VII. **President's Report**

Dr. Debra McCurdy reported on operational and realignment aspects of the College.
  • Return to campus – Cabinet returned on September 13th, Administrators and Cabinet on September 20th and Staff on October 4th, virtual environment on Fridays.
  • Labs (20% – 25%) are being held on campus. Many classes (projecting up to 70%) will resume back on campus during the Spring 2022.
  • Staff were presented with a vaccine initiative for $200 for those who got the COVID-19 vaccine. A little over half have received it.
  • PPE – gloves, hand sanitizer, masks, and disinfectant was provided for every office. Plexiglass was installed in areas most frequently visited; carpets were shampooed, and HVAC systems checked.
  • Demolition of the Harper Hall building. Information Technology Services (ITS) will move temporarily to West Pavilion and then back to the Main building in the late spring or summer. The Clarence Blount Childcare Center will be relocated to another facility. The Internal Audit area and Distance Learning offices will be moved to the Main building. Moves will be completed by November 30.

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Trustee Leonor Tannhauser Blum asked for the percentage of staff vaccinated and Ms. Channa Williams, VP for Administration and Finance reported about 200 of the staff and Dr. McCurdy responded about 50%.

Trustee Oluwafemi Toriola asked if any requirements were in place for staff refusing to get the COVID-19 vaccine. Dr. McCurdy responded that BCCC has not mandated it yet; however, staff are told to stay home if they receive a positive COVID-19 result. Trustee Leonor Tannhauser Blum asked if staff without the COVID-19 vaccine can be tested weekly – Dr. McCurdy indicated it was something BCCC can explore. As far as students, it is difficult to mandate requirements for the student body.

- Meetings were held to discuss the Operating and Capital budgets with MHEC on September 22 and with the Capital Debt and Affordability Committee on October 14, 2021. Dr. McCurdy and VP Williams presented the information. BCCC has no current debt but it is an area to explore to determine the viability of taking on debt to fund some capital projects.

- New Student Government Association appointments were provided:
  - Ms. G. Adewumi, President
  - Ms. G. Adeqohe, Vice President
  - Ms. T. Talbert, Secretary
  - Ms M. Stanford, Senator

- Faculty Promotions - Dr. McCurdy indicated that while faculty promotions do not require the Board to vote, the names provided acknowledge their work. Chair Schmoke asked if the promotions were represented by academic discipline across the board and Dr. McCurdy responded yes.
  - Genevieve Dibua – Associate Professor to Professor
  - Paul Long – Associate Professor to Professor
  - Rebekah Kimara – Assistant Professor to Associate Professor
  - Patricia Lee – Assistant Professor to Associate Professor
  - Debra Parson – Assistant Professor to Associate Professor
  - Maria Robinson – Assistant Professor to Associate Professor
  - Emmanuel Okereke – Assistant Professor to Associate Professor

VIII. **Active Search Listing**

Dr. Debra McCurdy reported that a search would take place to fill the Chief CIO position, recently vacated by Mr. Stephan Byam (accepted position at the University of the District of Columbia, Washington DC). Also, a search was in process to fill a new Deputy CIO position.

IX. **Motion for Adjournment**

Chair Kurt L. Schmoke motioned to adjourn the Open Session at 5:13pm and call to order the Closed Session at 5:25pm. Trustee John C. Weiss motioned to adjourn the meeting; Trustee Leonor Tannhauser Blum seconded the motion. The motion to adjourn was unanimously approved.

Respectfully submitted,

Debra L. McCurdy, PhD
President