



**BALTIMORE CITY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
APPROVED OPEN SESSION MINUTES  
JUNE 20, 2018**

**BOARD AGENDA  
TAB 3 – ACTION  
JUNE 20, 2018**

**Board Members Present:** Kurt L. Schmoke, Esq. (Chair); Dr. Rosemary Gillett-Karam (Vice Chair); Maria Tildon, Esq.; Mr. Jason Perkins-Cohen; Mr. J. C. Weiss, III; Mr. Ferdinand Anokwuru; Mr. John D. Lewis; Mr. Peter Nachtway

**Board Members Absent:**

Dr. Rachel Pfeifer

***\*The Board unanimously approved the June 20, 2019 agenda.***

The Board Chair called the meeting of the Board of Trustees of Baltimore City Community College to order.

The Board continues to work very hard on the issue of the Presidential Search and has briefed all of the leaders of SGA, AFSCME, and Faculty Senate. We have a consultant to assist us in vetting the candidates and have received many applicants; however, we will not be able to make a decision within the timeframe that Dr. May retires. We, the Board, have looked very seriously at having an interim until the search is completed. None of the applicants will serve as interim and the Board has unanimously selected an academic leader with vast experience, Dr. James H. Johnson, Jr. will serve as interim president as of July 2, 2018 and continue until a permanent president is selected.

Dr. Johnson is a registered professional engineer and the recipient of several national awards. He currently serves as trustee and past chair of the Board of Trustees for Anne Arundel Community College and a past chair of the Maryland Association of Community Colleges. For 38 years, Dr. Johnson was a faculty member and administrator at Howard University where he served as a professor of civil engineering and Dean of the College of Engineering, Architecture and Computer Sciences. Most recently, Dr. Johnson was a visiting professor in the Department of Civil Engineering at Morgan State University. Dr. Johnson brings a wealth of experience in higher education leadership and public service to his role with the College.

Dr. Johnson thanked the Board for the opportunity to serve Baltimore City Community College and he looks forward to working with the students, faculty, and staff. Chair Schmoke stated that the Board requested Dr. Johnson focus on three areas, which are;

- 1) Assure that The Mayors Scholars Program
- 2) Assure that the opening of the Fall Semester went smoothly

3) File, on time, the required report of HB 1595 The Realignment Tasks

## **I NEW BUSINESS**

Mr. Perry stated that most recently the Workforce Taskforce presented their recommendation making Workforce a priority at the college. The staffing audit has been completed and we have reviewed the first draft are awaiting the final draft.

To date three of the task have been completed, a) Strategic Plan, b) Workforce Taskforce, and c) Staffing Audit. We are well on the way of having the realignment tasks completed by December, we are at an interim stage at this point.

The Board inquired as to if there will be a document that details what the college has done to meet those tasks with metrics. Mr. Perry responded that there would be a document that would be a before and after snapshot of where we were prior to HB 1595 and where we are today. Some of the recommendations of the Workforce Taskforce are being applied to the Mayor's Scholars Program which is being used as a pilot as it will form a good framework of how not to evaluate just the MSP but lay the foundation for evaluating all programs.

**II** The consent agenda was unanimously approved by the Board.

**III** Mr. Jason Perkins-Cohen, co-chair of The Workforce Development Task Force introduced Ms. Diane Bell-McCoy, a member co-chair and gave a synopsis of what the process of the Workforce Development Task Force. Mr. Perkins-Cohen stated he appreciated what the committee was about, which included many of the administrators of the college and the sense of urgency that the committee would deliver the product before July 1, 2018 that would stand as a guidepost for the college and the importance of investing in the workforce.

Ms. Diane Bell-McCoy is the President and CEO of the Associated Black Charities. Ms. Bell-McCoy thanked the members of the taskforce, which was comprised of BCCC Leadership, Business and Industry Leaders, Philanthropy and Community Partners, and Government and Research Partners. Ms. Bell-McCoy stated the charge of the taskforce was to;

- Align BCCC programs to economic and workforce (employment) development needs
- Expand BCCC workforce development programs
- Identify support systems to remove barriers to student success

The subcommittee charges entailed;

- Making specific recommendations relating to the goal of meeting the needs of students and industry to ensure sustainable career advancement
- Use data, best practices, and other resources, recommend processes, key staff needs, culture/values to ensure success
- Outreach to specific industry leaders and the State Department of Labor, Licensing and Regulation.

### **The Process**

- Confirm Task Force Goals, Objectives, and develop a Timeline
- Review BCCC's Programs and Outcomes
- Research on Economic and Workforce Development
- Examine Best Practices in Community Colleges
- Review of Business and Community Partners
- Establishing Subcommittees
- Report from Subcommittees
- Establishing Recommendations to move the college forward

### **Recommendations**

- Establish an accountability and measurement system in addition to the aligned with mandated accountability measures required by the various oversight bodies.
- A public scorecard that will highlight data for all stakeholders and include agreed-upon benchmarks that track BCCC's progress.
- An internal set of dashboards to be used by BCCC's leadership to improve student outcomes, programmatic performance, and program accreditation rates, and to guide program review and alignment.
- Additional, semi-annual or annual performance reports to focus on specific alignment issues and performance of critical sub-populations of students.
- A fiscal/resource management dashboard that will focus on BCCC's internal operational process/metrics with benchmarks.
- Based on best practices in data governance, create a cross-sector Accountability Steering Committee to oversee the proposed accountability system.
- Develop a partnership with the Maryland Longitudinal Data System Center and the Jacob France Institute to collect and report employment and wage data for BCCC students before and after their enrollment and completion.
- BCCC should focus on the six workforce sectors;
  - Health Careers
  - IT, Computing, Cyber Security
  - Hospitality and Tourism

- Transportation, Distribution, Logistics
- Advance MFG, MFG Technologies
- Construction
- Develop a well-defined career pathways
- Converting non-credit certifications into credit for advancement
- Align and expand College wide Career Pathway Advisory Boards

***\*A complete report is on file in the Office of the President.***

#### **IV President's Report**

The Board deferred Dr. May's letter until later and requested the Enrollment Report be given.

#### **Enrollment Report**

Interim Vice President Sylvia Rochester reported that BCCC enrollment increased by 1% for Summer I (current credit enrolled students is 1,002 as compared to 993 in Summer I in 2017. Summer II has also increased by 13%, (436 credit students compared to 385 in Summer II 2017.

Ms. Rochester requested to defer to Mr. Andre Williams to speak about Sexual Harassment Assault Survey.

Mr. Williams reported that BCCC has made great strides to report and apprise students of who to report sexual assault/harassment to and what happens. According to the students that participated in the survey, they were knowledgeable of how and who to report sexual harassment and what happens to on campus. 882 students were trained as well as 76 faculty and staff on sexual assault/harassment basic training.

Mr. Williams reported that during the survey period there were 11 incidents between July 1, 2016 and July 1, 2018 which were broken down into separate categories:

- 0 - Sexual Assault I – non-consensual sexual intercourse
- 3 - Sexual Assault II – non-consensual sexual contact
- 8 - Other Sexual Misconduct – Stalking, sexual intimidation, sexual violence, sexual harassment

Mr. Williams also reported that BCCC would like to request the purchase of software, as used by University of Baltimore, which will require students to complete an online presentation and sign off before registering.

#### **The Mayor's Scholars Program (MSP)**

Ms. Barbara Poindexter Webb reported that the MSP is ready to go on Monday and thanked everyone for their support.

As of today, there were 529 students who have confirmed that they would be joining us on Monday. 374 have been registered and confirmed for Youth Works.

385 students that accuplacer scores have been given from BCPSS. Success coaches are working with the MSP team. In terms of moving on, although our system is manual, with the additional assistance from BridgeEdu we will be able to confirm all students with financial aid.

All instructors have been identified and are awaiting contracts to be signed so that they are ready to go. Professional Development for faculty and BridgeEdu has begun for all of the instructors.

Meetings have been had to ensure the checklist of necessities, e.g. food, etc., are in place for Monday's launch. Break-out sessions will be given for parents and students to learn more about the program and answer any questions that they may have.

Mayor Pugh has indicated that she will be joining us on Monday and we are happy to have her.

The Board inquired as to how many contracts have not been signed. Ms. Webb responded that she knew that the Math instructors have been coming in to sign; however, she was not sure about the English department but would find out and report back to the Board.

The Board inquired as to the difference between Youth Works and the total number are they the students that will not be paid. Ms. Webb responded that there are a number of students that have not been funded and the students that will not be paid have been notified.

The Board inquired to Ms. Rochester regarding the enrollment report for Summer II included the MSP students. Ms. Rochester responded that they were not included in that number.

The Board inquired as to if students would be in the PE Center for five hours. Ms. Webb responded that they will be in the PE Center the majority of the time (3 hours); however, breakout sessions will be offered. Ms. Rochester reported that during this time an orientation and presentations will be given. Some of the students will be getting paid for this day.

The Board shared that they wanted to ensure that the students are engaged and that we instill motivation and excitement to want to complete the program. Ms. Webb responded that they are prepared with various activities, which include fact sheets and packets for the parents.

V The Board stated that a vote was required to ratify the interim services of Dr. James H. Johnson, Jr. by the Board in Open Session. The Board unanimously approved.

VI The Board thanked Dr. May for his commitment and work he has brought to BCCC during his tenure and asked the audience to join in applauding Dr. May.

VII Motion to adjourn the public session and convene to closed session.

**ATTENDANCE:**

Dr. Gordon F. May, President  
Bryan Perry, Esq., Chief of Staff/General Counsel  
Dr. Tonja Ringgold, VP of Academic Affairs  
Ms. Sylvia Rochester, Interim VP of Student Affairs  
Dr. Bonnie Thomas, Associate VP Institutional Effectiveness and Planning  
James Knighton, Esq., Director of Governmental Relations  
Mr. Calvin Harris, Jr., VP of Business & Finance  
Ms. Dawn Kirstaetter, VP of Advancement & Strategic Partnerships  
Mr. Michael Thomas, VP of Workforce Development & Continuing Education  
Ms. Lyllis Green, Chief Internal Auditor  
Ms. Michelle Williams, Director Human Resources  
BCCC

**BCCC Staff Present:**

Ola Akinkuowo, Leslie Allen, Tope Aje, Nicole Becketts, Linda Benjamin, Kathleen Berlyn, Elena Berrocal, Katherine Beryl, Vera Brooks, , Hsin Yuan Chen, Saverio Coletta, Quintin Davis, Patricia Edwards, Edward Ennels, Charlene Gray, Alisha Green, Nana Gyesie, Eileen Hawkins, Maurice Howell, Salita High, Will Hug, Joseph M. Hutchins, Dr. Bob Iweha, Daniel Izume, David Xudong Jin, James Knighton, Karen Mobley, Dr. Anil Malaki, Valerie Leverette, Karen Mobley, Brian O'Connell, Scott Olden, Wadson Pericles, Shaunta Rao, Kadijat Richmond, Daviedra Sauldsberry, Adaria Sogbor, Gregory Tarver, Dr. Daphne Snowden, Chima Ugah, Eileen Waitsman, Barbara Poindexter Webb, Dr. Dennis Weeks, Jeff White, Brenda Wiley, Diana Zilberman.

**Others Present:**

Kingsley Anokwuru, SGA President

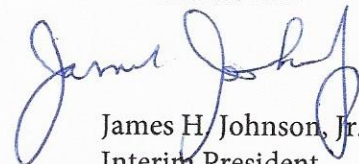
**CLOSED SESSION**

The Board voted unanimously, under the Open Meeting Act, State Government Article, and Section 10-508, to convene in Closed Session on September 20, 2017, 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,

Gordon F. May, PhD  
President/CEO



James H. Johnson, Jr., Ph.D.  
Interim President

Board Approved September 19, 2018