



Baltimore City Community College

Board of Trustees ~ Open Session
4:00 PM October 15, 2025

Mr. Kurt L. Schmoke, Esq., Chair
Dr. Debra L. McCurdy, President

BALTIMORE CITY COMMUNITY COLLEGE | BOARD OF TRUSTEES MEETING

OPEN SESSION AGENDA - Revised | 4:00 PM October 15, 2025

Meeting Link: <https://bccc-edu.zoom.us/j/81244185670>

I. Call to Order- **(Vote)**

Mr. Kurt Schmoke, Esq., Chairman

a. Adoption of the September 17, 2025, Agenda

II. Board Actions/Consent Agenda - **(Vote)**

Mr. Kurt Schmoke, Esq., Chairman

- a. September 17, 2025, Open Session Meeting Minutes
- b. September 17, 2025, Closed Session Meeting Minutes
- c. October 9, 2025, Finance/Audit Committee Meeting Minutes
- d. Student Government Association Report
- e. American Federation of Teachers Report/UAMD-BCCC

III. Items Removed from the Agenda

Mr. Kurt Schmoke, Esq., Chairman

- a. AFSCME Local #1870 at BCCC Report
- b. Faculty Senate Report

IV. New Business

a. Finance/Audit Committee

Mr. Kurt Schmoke, Esq., Chairman

Dr. Debra L. McCurdy, President

Ms. Eileen Waitsman, Controller

Ms. Anna Lansaw, ED Procurement & Auxiliary Services

Mr. Brandon Cohen, Director, Budgets

i. Procurements \$25,000 to \$99,999 – (Information)

1. Adobe Licenses (Bell Techlogix)-\$46,055.57
2. Painting Services (CertaPro)-\$44,668.02
3. Volleyball Uniforms (BSN Sports)-\$32,304.16
4. BlueCat Software Maintenance (EC America)-\$92,193.87
5. Juniper Network Support -Year 2 (CDW-G)-\$75,722.96

ii. Procurements Exceeding \$100,000 - **(Vote)**

1. Recovery Select/Tax Select Services (EC SI/Heartland)-\$417,000
2. Campus Financial Solutions and Student Support Services (Touchnet)-\$405,000

iii. Financial Update

V. College Policies

Mr. Kurt Schmoke, Esq., Chairman

Dr. Debra L. McCurdy, President

Ms. Maria Rodriguez, General Counsel

a. Immigration Enforcement at BCCC Policy

VI. Presentations

Mr. Kurt Schmoke, Esq., Chairman

Dr. Debra L. McCurdy, President

Ms. Donna Thomas, Interim VPSA

Ms. Eileen Hawkins, Director, Institutional Research

Dr. Wayne Rose, Chief Information Officer

a. Enrollment Report

b. Information Technology Report

VII. President's Report

Dr. Debra L. McCurdy, President

VIII. Active Search Listing

Mr. Kurt Schmoke, Esq., Chairman

IX. Motion for Adjournment - (Vote)

Mr. Kurt Schmoke, Esq., Chairman



Board Actions/ Consent Agenda

BOARD OF TRUSTEES

BALTIMORE CITY COMMUNITY COLLEGE

Open Session Minutes | 4:00 pm September 17, 2025 (Virtual Zoom Meeting)

Board Members Present: Chairman Kurt L. Schmoke, Esq.; Ms. MacKenzie Garvin, Esq.; Ms. Billie Malcolm; Ms. Tanya Terrell; Dr. Roger Ward, Esq.; Mr. John C. Weiss; and Mr. Tyrese McBayne.

Also Present: President Debra L. McCurdy, PhD

- I. Chairman Schmoke called the meeting to order a few minutes after 4:00 pm. The consent agenda (items a-f below) was unanimously approved upon a motion by Trustee Weiss.
 - a. June 18, 2025 Open Session Meeting Minutes
 - b. June 18, 2025 Closed Session Meeting Summary
 - c. June 12, 2025 Finance/Audit Committee Meeting Minutes
 - d. Student Government Association Report
 - e. AFSCME Local #1870 at BCCC Report
 - f. Faculty Senate Report
- II. **AFSCME Address to Board:** Ms. Nena Kutniewski, representing AFSCME Council 3, Local 1870 addressed the Trustees. She addressed issues at the College that were indicated as concerns with administrative changes and vacancies, issues with employee salary errors, and matters that were raised at the meetings without response. Chairman Schmoke noted that an appropriate response would come at a later time.
- III. **Procurements:** Chairman Schmoke noted that the Finance Committee met on September 12, 2025 and reviewed all new procurements.
- IV. **Performance Accountability Report:** VP Becky Burrell presented the Performance Accountability Report (PAR), sharing the mandated requirements set forth by the Maryland Higher Education Commission (MHEC) for community colleges. She indicated the PAR aligns with the goals of the State Plan for Higher Education: access, success, and innovation. It includes student and institutional characteristics as well as Performance Indicators, which are organized by the three goals. As the College moves forward with the strategic planning process, BCCC will align its goals, objectives, and additional key performance indicators with the State Plan for Higher Education as well as the Moore-Miller Administration 2024 State Plan. This process will guide the institution in establishing unit-level metrics and goals. VP Burrell commented, the PAR is led by Ms. Eileen Hawkins, Director of Institutional Research, with support from Deans, Associate Deans and Directors across the College. This year's Report reflected increases in enrollment in credit and non-credit courses. The College has held tuition and fees at the second lowest tuition rate in the State. Retention, persistence, and completion data are being utilized as part of the Maryland Transfer Intensive initiative. Persistence rates reflect preparing students for college-level readiness through dual enrollment, developmental coursework, and preparation for transfer. She shared how this ends the fifth year of the current PAR cycle and that 2026 marks the beginning of a new cycle, which will align with the institutional strategic key performance indicators, goals and objectives.
- V. **Finance Update/FY 2024 Audit:** Ms. Eileen Waitsman, Controller, presented a summary from the Finance Committee meeting held last Thursday and reported that BCCC closed FY 2024 and is initiating the FY 2025 audit with a new audit firm. Ms. Waitsman stated that the FY 2024 financial statements were issued with the highest possible rating -- a clean unqualified opinion for the College, WBJC, CC-4, and other audit reports. She shared the statement of revenues, expenses and changes in the College's net position and provided insights into what goes into the various audits. The CC-4 includes financial as well as enrollment data for the MHEC.

Trustee Malcolm asked about the use of HEERF funds for students. Ms. Waitsman commented that HEERF funds have been sunset by the U.S. Department of Education. Trustee Malcolm asked whether there were any HEERF funds used for students during the last year. She responded that HEERF funds had been used to pay tuition and fees for the summer, and to provide summer students with free books. Additionally, HEERF funds were used to provide free shipping for books.

Chairman Schmoke asked about the fundraising efforts at WBJC and VP Augustus mentioned that they do fundraising

throughout the year and are doing very well. Ms. Waitsman mentioned that WBJC has been raising funds for years and has been quite successful in doing so. WBJC has also received bequests from estates.

Chairman Schmoke noted that it was a positive report. SB and Company has returned as the external auditor for the College and the new audit is underway.

- VI. **Budget Report:** Mr. Brandon Cohen, BCCC's new Director of Budgets, shared the year-to-year budget information. He provided insight into State-assisted funds and auxiliary funds for unrestricted use. He shared the FY 2025 budget vs actual performance and provided the status of FY 2026 budgeted revenue and expenses vs. actuals from FY 2025. Mr. Cohen noted that the comparison is positive.

Trustee Terrell asked about the College's financial positioning. President McCurdy responded that institutions are being guided to keep budgets flat. The College is facing a possible \$1.2M cut but will still submit deferred maintenance and capital project requests. Trustee Malcom asked about the \$3M potential gap. Mr. Cohen noted that Maryland Department of Budget and Management (DBM) is telling all state agencies (not just the College) not to ask for additional funding. Chairman Schmoke commented that the State universities received a similar communication.

- VII. **Enrollment Report:** Ms. Eileen Hawkins, Director of Institutional Research, provided an update on credit enrollment trends and projections. Chairman Schmoke asked about standards for dual enrollment. IVP Donna Thomas noted that the new standards for dual enrollment have had a direct impact on the program and BCCC's work with Baltimore City Public Schools. The College is in the process of developing new strategies for recruitment and engagement. In response to Trustee McBayne's question regarding the Mayor's Scholars Program (MSP), she stated that applicants within Maryland are now eligible to attend BCCC as an MSP student if they meet certain criteria. As the College continues to discuss MSP's rebranding, a plan and targeted approaches will be developed to address recruitment.

VP Michael Thomas presented the non-credit enrollment data noting that quarterly update will occur moving forward. Trustee Terrell asked about the impact of the federal changes on Title III dollars from the U.S. Department of Education. VP Thomas indicated that this is a moving target, since the College has not received formal notification of a reduction in funds, but is planning for how to sustain the programs.

Trustee Garvin shared that in terms of the Title I funds related to the Department of Labor, not much is known about when cuts will come. She commented on workforce metrics and asked about the outcomes in terms of completions and credentials. Since she will be meeting with Trustee Terrell on this issue, VP Thomas said that he looks forward to the feedback from them to guide future reports. VP Thomas noted that the FY 2025 licensures and placements will be brought to the next presentation.

- VIII. **Information Technology Report:** Dr. Wayne Rose, CIO, provided an update on the new contract with Ellucian on advisory services as well as technology improvements for communications, printing network, telecommunications, and adobe express premium (which is used by students as well as staff and faculty). Accomplishments made during the summer include Gross Pay Phase 1 implementation, Gross Pay Phase 2 testing, updating of the Campus Directory, Infrastructure updates for disaster recovery, and increasing internet communication capacity in partnership with the Maryland Department of Information Technology (DoIT). Trustee McBayne asked about how the changes are communicated to students. CIO Rose discussed upcoming information sessions.

- IX. **President's Report:** President McCurdy reported that the realignment remains in progress. She provided an update on the transition on July 1, 2025 to the State's Gross Pay system and the complications that were encountered and addressed. AVP Nicole Carter provided more detail on the work between the State's Central Payroll Bureau and the College's Payroll Office, as well as describing how the BCCC Payroll Office is seeking insights from other State colleges and universities. Dr. McCurdy spoke to the need for ongoing communication to the College community.

President McCurdy reported that negotiations continue with AFSCME and the American Federation of Teachers. AFSCME members were honored with a Governor's citation, acknowledging Ms. Kutniewski; President McCurdy extended congratulations to her. Additional bargaining meetings between college management and bargaining teams of both unions will be held in September.

President McCurdy highlighted the work being done to support the College and Career Readiness (CCR) component of the Maryland Blueprint through the collaboration of BCCC faculty with Baltimore City Public Schools high school teachers creation of developmental courses and curriculum as well as the Maryland Transfer Intensive initiative with the Aspen Institute

and MHEC.

Updates were provided on the Life Science Building (a soft reopening is planned for October 2025), Learning Commons Renovation and Addition (Library), Bard Building – Center for Innovation, and Nursing Building.

An update on Barnes & Noble College (BNC) highlighted the need for ongoing communication. Trustee Garvin asked for more information regarding how issues are resolved. VP Burell explained how the BNC team meets regularly with the BCCC team managing the transition.

X. Closing statement and Motion for Adjournment: Chairman Schmoke read the following closing statement:

The open session meeting of the Board of Trustees has concluded. Pursuant to the General Provisions Article, Sections 3-305(b) (1), (7), (8), and (9), the meeting will move into closed session so that the Board can:

Discuss the employment, onboarding, separation, compensation and discipline of specific College employees;

Consult with counsel to obtain legal advice;

Discuss strategy, merits, and legal advice regarding pending litigation and administrative complaints involving the College; and Discuss matters related to collective bargaining.

Chairman Schmoke asked for a motion to adjourn and close. Trustee Garvin moved to close the meeting at 6:14. Trustee Malcolm seconded the motion and it was unanimously approved.



BOARD OF TRUSTEES

BALTIMORE CITY COMMUNITY COLLEGE

Closed Session Summary | September 17, 2025 (Virtual Zoom Meeting)

Board Members Present: Chairman Kurt L. Schmoke; Ms. McKenzie Garvin; Ms. Billie Malcolm; Ms. Tanya Terrell; Dr. Roger Ward; Mr. John C. Weiss; and Tyrese McBayne.

Also Present: Dr. Debra L. McCurdy.

Also in Attendance: Ms. Kirstin McFarlane, Esq.

Chairman Schmoke brought the closed session meeting to order at 6:20 PM.

Upon a motion, the trustees unanimously approved the consent agenda and the attached closed session materials.

The Trustees discussed personnel, litigation and collective bargaining issues.

Following a motion, the Board voted unanimously to adjourn the meeting at 6:35 PM.

Respectfully submitted,

Debra L. McCurdy

BOARD OF TRUSTEES
BALTIMORE CITY COMMUNITY COLLEGE
FINANCE COMMITTEE

Minutes | 8:00 AM October 9, 2025 (Virtual Zoom Meeting)

Attendees:	Chair Kurt Schmoke	Mr. Michael Thomas, Vice President of Workforce
	Trustee J. C. Weiss	Development & Continuing Education
	Trustee Roger Ward	Ms. Anna Lansaw, Director of Procurement &
	Dr. Debra L. McCurdy, President	Auxiliary Services
	Mr. Brandon Cohen, Director of Budgets	Mr. Richard Walsh, Senior Budget Analyst
	Dr. Wayne Rose, Chief Information Officer	Ms. Donna Thomas, Vice President of Student Affairs

I. Call to Order

At 8:01 a.m., Trustee J.C. Weiss called the Finance Committee meeting to order. Chair Kurt Schmoke delegated authority to Trustee Weiss to lead the meeting.

Note: Agenda items were presented out of order, beginning with the action items for voting.

II. Procurement Policies and Procedures

Nothing was reported.

III. Procurement(s) Exceeding \$25,000 to \$99,999

a.	Adobe Licenses (Bell Techlogix)	\$46,055.57
b.	Painting Services (CertaPro)	\$44,668.02
c.	Volleyball Uniforms (BSN Sports)	\$32,304.16
d.	BlueCat Software Maintenance (EC America)	\$92,193.87
e.	Juniper Network Support -Year 2 (CDW-G)	\$75,722.96

Dr. Wayne Rose, Chief Information Officer, presented a summary of several information technology items to the Finance Committee, including Adobe licenses, BlueCat software maintenance, and Juniper network support. During the discussion, Trustee Roger Ward requested clarification on the cost listed for the BlueCat item, asking whether the amount reflected an annual cost or the total for the three-year agreement. It was noted that the agenda item would be corrected before the Board of Trustees meeting.

Following the IT update, Mr. Michael Thomas, Vice President of Workforce Development and Continuing Education, provided details on the painting services for the Life Sciences Building. He explained that the work was part of a readiness initiative to bring the building back online before the end of the semester. Mr. Thomas noted that the walls had not previously been painted, and this presented an opportunity to complete the work prior to reopening. In response to a question from Trustee Weiss about whether the painting was part of an insurance claim, Mr. Thomas clarified that it was not, but rather part of the College's broader efforts to restore the building.

Finally, Ms. Donna Thomas, Interim Vice President of Student Affairs, gave an update on the purchase of new volleyball uniforms. Dr. Debra McCurdy added that this aligns with the College's plan to expand its athletic program, beginning with cross country and eventually adding soccer.

IV. Pre-Approvals for Procurement(s)

- a. Recovery Select / Tax Select Services
(ECSI/Heartland) \$417,000.00
- b. Campus Financial Solutions and
Student Support Services (TouchNet) \$405,000.00

Dr. McCurdy provided a summary of the items requiring pre-approval that will be presented to the Board of Trustees. These items are currently undergoing contract renegotiation. Ms. Thomas presented an overview of the functionality of each system to the Finance Committee, emphasizing their relevance to student services. She explained that ECSI is used for processing student refunds and 1098 tax forms and operates as a standalone system.

Trustee Weiss called for a motion to vote on the presented item. All voted unanimously.

Ms. Thomas continued the discussion by explaining the functionality of TouchNet, highlighting its role in managing student financial transactions and payment plans. Trustee Ward noted a discrepancy in the contract’s expiration date and questioned why the item was being presented to the Board so early. Ms. Anna Lansaw, Executive Director of Procurement and Auxiliary Services, responded that due to challenges with the vendor regarding terms and conditions, the College is initiating the process early to ensure sufficient time for negotiation and to secure funding within the contract period.

President McCurdy, requested that the contract dates be validated and corrected prior to the Board of Trustees meeting.

Trustee Weiss called for a vote on the item; all were in favor.

V. Finance Update

Mr. Brandon Cohen, Chief Budget Officer, provided an update on the College’s financial status, including a year-over-year comparison with a focus on first-quarter performance. On the revenue side, the College reported a \$1 million increase compared to the same period last year, representing a 5.1% growth. On the expenditure side, spending was \$1.2 million lower than the previous year, reflecting a 10.5% decrease in expenses. This results in a net positive variance of \$2.5 million compared to the same point last year. Mr. Cohen noted that these figures are encouraging and indicate that the College is continuing to recover from the financial impacts of the COVID-19 period.

Chair Schmoke inquired whether the College had received its annual allocation from Baltimore City. Dr. McCurdy responded that the College had only recently received last year’s allocation and, as of now, has most likely not received the current year’s funding. Mr. Cohen added that efforts will be made to proactively follow up and secure the allocation earlier in the fiscal year.

VI. Motion for Adjournment

At 8:23 a.m., Trustee Weiss motioned for adjournment, which was seconded by Trustee Ward. The meeting was officially adjourned.



PROCUREMENT AWARDS
Contracts, Modifications, and Renewals Options
\$25,000 to \$99,999

Contract No. / Contract Title	R95P6600064 Adobe Licenses (Bell Techlogix)		
Description/Remarks: This annual subscription covers Adobe licenses for the College. The procurement was conducted through the Maryland Education Enterprise Consortium (MEEC) cooperative agreement, of which the College is a participating member.			
Procurement Method:	ICPA	Category:	IT Hardware
Award Amount:	\$46,055.57	Contract Term:	One-Time purchase
No. of Bids:	N/A	Tax Clearance:	
College Department:	Information Technology Services	Fund Source:	01151 / 0914

Contract No. / Contract Title	R95P6600076 Painting Services (CertaPro Painters)		
Description/Remarks: Three quotes were obtained and evaluated for the required painting services. The apparent low bidder, a certified Minority Business Enterprise (MBE) vendor, was determined to offer the best value. This contract is critical to reopening the Life Science Building for classroom use. Due to the procurement value, a formal competitive process was required. However, the urgency of the situation—stemming from delays that have already significantly impacted College operations—necessitated expedited procurement. These delays have forced the relocation and rescheduling of classes across campus, and further disruptions would negatively affect academic schedules and operations. Given the unusual and compelling urgency, approval was granted to proceed with an expedited procurement process under these circumstances.			
Procurement Method:	Unusual and Compelling Circumstances	Category:	Maintenance
Award Amount:	\$44,668.02	Contract Term:	One-Time purchase
No. of Bids:	3	Tax Clearance:	
College Department:	Facilities	Fund Source:	07706/0812

Contract No. / Contract Title	R95P6600069 Volleyball Uniforms (BSN Sports)		
Description/Remarks: This purchase involves new uniforms for the women’s volleyball team. In accordance with the College’s procurement policies and procedures, the acquisition of athletic merchandise for College teams is exempt from the formal procurement process.			
Procurement Method:	Exempt	Category:	Commodity
Award Amount:	\$32,304.16	Contract Term:	One-Time purchase
No. of Bids:	N/A	Tax Clearance:	
College Department:	Student Affairs	Fund Source:	05512/0912

Contract No. / Contract Title	BCCC-FY26-ITS-001 BlueCat Software Maintenance (EC America, Inc.)		
Description/Remarks: BCCC is entering into a three-year subscription agreement for BlueCat software, which manages its core network infrastructure (DNS, DHCP, and IPAM). The software has been outdated and unsupported for over three years, posing significant operational risks. The new contract includes one year of premier support to assist with upgrading to the latest version and prevent service disruptions. An annual cost of \$30,731.29 per year will be invoiced over three fiscal years and is being procured under GSA MAS Contract GS35F-0511T. This agreement ensures network stability and restores access to critical updates and support.			
Procurement Method:	ICPA	Category:	IT Service
Award Amount:	\$92,193.87 (\$30,731.29 Annual)	Contract Term:	3-year Term
No. of Bids:	N/A	Tax Clearance:	
College Department:	Information Technology Services	Fund Source:	06618 /0862

Contract No. / Contract Title	R95P660001 Juniper Maintenance Support – Year 2 (CDW-G)		
Description/Remarks: This is year 2 of the software support contract for BCCC’s Juniper networking equipment, ending October 24, 2026, is essential for maintaining the College’s network infrastructure. Without current support, the College faces serious risks, including operational outages and unaddressed security vulnerabilities. The Board of Trustees approved the original contract award on March 20, 2024, and is being made through the competitively awarded MEEC Hardware Contract #UMD-972016.			
Procurement Method:	ICPA	Category:	IT Service
Award Amount:	\$75,722.96	Contract Term:	07/01/2025 – 10/24/2026
No. of Bids:	N/A	Tax Clearance:	

College Department:	Information Technology Services	Fund Source:	06618 /0862
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**BALTIMORE CITY COMMUNITY COLLEGE
 BOARD OF TRUSTEE – FINANCE COMMITTEE
 ACTION ITEM**

Contract ID: BCCC-FY26-FA-001
 Recovery Select / Tax Select Services

Contract Description: This contract provides verification and validation of student accounts information and issuance of 1098s at the end of each calendar year.

Award: Education Computer Systems, Inc.
 Moon Twin Peaks, PA

Contract Term: 11/15/2025-11/14/2028

Contract Amount: \$417,000.00 Not-to-Exceed

Procurement Method: Sole Source

Requesting Remarks: The College requests approval to enter into a contractual agreement with Education Computer Systems, Inc. (ECSI) in the amount referenced above. In accordance with the College’s Procurement Policies and Procedures, this contract is exempt from a formal procurement process under Exclusion 1.3.2.4: “Collaborative undertakings that support the mission of the College.”

This is a sole source contract, selected due to the specialized and mission-critical services provided by ECSI. The company offers a comprehensive platform that supports student financial operations, including tuition tracking, academic credit management, and compliance with IRS tax reporting requirements. These services are essential to maintaining continuity of operations and ensuring accurate and timely support for the student population.

ECSI’s platform includes RefundSelect, a secure and student-friendly refund disbursement solution that allows students to choose how they receive excess financial aid or tuition refunds. This functionality enhances transparency, improves processing efficiency, and ensures compliance with federal financial aid regulations. Additionally, ECSI provides a robust delinquency collection model that facilitates the recovery of outstanding student balances. This model includes automated outreach, payment plan management, and integration with student records to ensure consistent and ethical collection practices. These services help the College maintain financial stability while supporting students in resolving their obligations in a manageable and respectful manner.

Fund Source: Operating

BOARD OF TRUSTEES ACTION		THIS ITEM WAS:	
APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	

**BALTIMORE CITY COMMUNITY COLLEGE
BOARD OF TRUSTEE – FINANCE COMMITTEE
ACTION ITEM**

Contract ID: BCCC-FY26-FA-002
Campus Financial Solutions and Student Support Services

Contract Description: This contract provides cloud-based financial services including student refunds, tuition payment plans, and secure system integrations, supporting operational continuity and student financial services in compliance with data privacy regulations.

Award: TouchNet. Information System Inc.
Lenexa, KS

Contract Term: 12/08/2026 – 12/07/2031

Contract Amount: \$405,000.00 Not-to Exceed

Procurement Method: Sole Source

Description Remarks: The College seeks Board approval to renew its contractual agreement with TouchNet Information Systems, Inc. (TouchNet) for the continued provision of integrated financial and campus commerce services. The College originally entered into a five-year agreement with TouchNet in December 2021 to implement cloud-based solutions that support tuition payments, student refunds, and payment plan management. These services are critical to the College’s financial operations and student support systems. The TouchNet platform integrates directly with the College’s Student Information System, ensuring secure and efficient processing of student financial transactions. The contract is exempt from formal procurement under Exclusion 1.3.2.4: “Collaborative undertakings that support the mission of the College.”

Renewal of this agreement will ensure continuity of service, compliance with data privacy regulations, and ongoing support for students in managing their financial obligations. TouchNet’s platform includes eRefunds Processing Services, which enable secure disbursement of financial aid and refunds, and Payment Plans Plus Services, which support student tuition payment plans and delinquency management. The agreement also includes TouchNet Ready Integrations for seamless connection with the College’s Student Information System. TouchNet maintains compliance with FERPA, PCI DSS, GLBA, and other privacy regulations, ensuring secure handling of student data. Approval of this agreement will ensure continuity of financial operations and enhance service delivery to students.

Fund Source: Operating

BOARD OF TRUSTEES ACTION		THIS ITEM WAS:	
APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	



Monthly Financial Performance Snapshot Report
Appropriation Year 2026
as of September 2025

Total Revenue by Appropriated Fund

Revenue Fund	Budget AY26	Monthly Budget AY26 YTD	Actuals FY26	Actuals AY25	Net Change
General (Unrestricted)	64,985,412	16,696,353	\$ 21,598,636	20,567,197	1,031,439
Restricted	30,610,084	7,652,521	\$ 14,333,795	6,302,898	8,030,897
Total Revenue AY25	95,595,496	24,348,874	35,932,431	26,870,095	9,062,336

Year-over-Year (YoY) Expense Comparison

Expense Fund	Budget AY26	Monthly Budget AY26 YTD	Actuals FY26	Actuals AY25	Net Change
General (Unrestricted)	64,985,412	16,696,353	\$ 10,088,321	11,292,556	-1,204,236
Restricted	30,610,084	7,652,521	\$ 4,231,559	5,125,538	-893,979
Total Expenses	95,595,496	24,348,874	14,319,879	16,418,094	-2,098,215

	Budget AY26	Monthly Budget AY26 YTD	Actuals FY26	Actuals AY25	Net Change
Net Surplus	0	0	21,612,552	10,452,000	11,160,551

Year-over-Year (YoY) Revenue Comparison

Revenue Sources	Budget AY26	Monthly Budget AY26 YTD	Actuals FY26	Actuals AY25	Net Change
Unrestricted Revenues	64,985,412	16,696,353	21,598,636	20,567,197	1,031,439
Board of Estimates - Unrestricted	600,000	600,000	0	0	0
Bookstore Revenue	935,233	233,808	932,963	638,048	294,914
Consolidated Fees	900,000	225,000	575,419	510,435	64,984
Credit Tuition	9,443,275	2,360,819	5,019,793	4,985,540	34,252
Facilities Capital Fees	109,971	27,493	62,139	48,829	13,310
Investment Income	501,218	125,305	466,264	454,372	11,891
Local Contract	0	0	0	189,524	-189,524
Non-Credit Fee Revenue	508,440	127,110	119,418	463,818	-344,400
Non-Credit Tuition	621,170	155,293	148,650	584,340	-435,690
Other Fee Revenue	0	0	5,167	9,408	-4,241
Other Revenue	0	0	1,089,740	1,355	1,088,385
Parking and Transportation	44,719	11,180	1,803	3,699	-1,896
Real Estate Lease Income	1,402,760	350,690	472,200	94,027	378,174
Registration Fee	299,995	74,999	192,842	138,138	54,704
State Appropriation	48,367,088	12,091,772	12,091,772	12,070,056	21,716
Student Activities	160,559	40,140	0	25	
Technology Fees	700,000	175,000	383,730	340,290	43,440
Tower Rental Income	131,092	32,773	22,569	22,040	529
Transcripts	49,059	12,265	9,927	9,773	154
Vending Machine Commission	0	0	4,241	3,479	762
WBJC Asset Agreement	210,833	52,708	0	0	0
Restricted Revenues	30,610,084	7,652,521	14,333,795	6,302,898	8,030,897
Deferred Maintenance	10,000,000	2,500,000	4,314,698	0	4,314,698
COVID Relief	0	0	0	0	0
Federal Grants	12,022,898	3,005,725	7,092,874	2,432,146	4,660,729
Indirect Cost - Other	117,800	29,450	0	0	0
Other Restricted Revenue	0	0	10,902	6,660	4,242
Private Gifts, Grants & Contracts	124,710	31,178	0	0	0
RYP - Artworks	0	0	0	0	0
State and Local Grants	5,502,979	1,375,745	1,115,137	1,169,696	-54,559
WBJC	2,841,697	710,424	1,800,184	2,694,396	-894,212
Total Revenue AY26	95,595,496	24,348,874	35,932,431	26,870,095	9,062,337



Monthly Financial Performance Snapshot Report
Appropriation Year 2026
as of September 2025

Expenditure by Category

Description	Object	Actuals FY26	Actuals AY25	Net Change	Percentage Change
Labor: PIN Salaries	01	6,889,797	7,016,799	-127,002	-1.8%
Labor: Contractual Employees	02	1,957,130	1,797,151	159,979	8.9%
Communications	03	11,124	48,713	-37,590	-77.2%
Travel	04	7,452	104,496	-97,044	-92.9%
Utilities	06	382,148	265,848	116,300	43.7%
Motor Vehicle	07	6,441	6,716	-275	-4.1%
Contractual Services	08	890,603	1,235,699	-345,096	-27.9%
Supplies	09	178,417	1,563,865	-1,385,448	-88.6%
Replacement Equipment	10	51,132	12,611	38,520	305.4%
New Equipment	11	468	71,225	-70,757	-99.3%
Scholarships and Fellowships	12	3,075,614	4,051,494	-975,881	-24.1%
Fixed Expenses	13	1,037,811	243,477	794,334	326.2%
Deferred Maintenance	14	-168,256	0	-168,256	0.0%
Total Expenses AY26		14,319,879	16,418,094	-2,098,215	-12.8%

Current Expenses by Division

Division	Budget AY26	Actuals FY26	Actuals AY25	Net Change	Percentage Change
Academic Affairs	25,527,172	3,676,097	4,038,851	-362,754	-9.0%
Administration & Finance	26,411,603	2,539,924	3,788,996	-1,249,073	-33.0%
Advancement & Strategic Partners	1,926,509	179,149	198,929	-19,780	-9.9%
College Wide	-1,363,427	213,133	-373,903	587,036	-157.0%
Information Technology	5,536,226	888,361	1,239,248	-350,887	-28.3%
Institutional Research & Strategic Priorities	1,301,848	192,471	169,061	23,410	13.8%
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FY	26	26	25	25
Program	Budget	Expenditures	Budget	Expenditures
Academic Support	7,720,661	1,056,334	6,779,657	1,297,417
Auxiliary Enterprises	5,520,185	903,499	5,837,611	1,836,237
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Baltimore City Community College

CABINET UPDATE

Student Affairs

STUDENT GOVERNMENT ASSOCIATION

SGA Monthly Meeting – The SGA leadership team held their first SGA General body meeting for the fall 2025 semester on Wednesday September 3, 2025. At this meeting the team highlighted the leadership goals of the SGA for academic year 2025-2026 which had a main focal point of increasing student engagement on campus. SGA announced open positions on the executive board which include Parliamentarian and two Senators as well as the swearing in of our treasurer Chenise Brayboy. The new “Baby Panther” program was softly launched as an opportunity for new BCCC students to be mentored by our student leaders and shadow them as they take on their various roles. Jasmine Walker reclaimed her role as secretary as she was able to work out the time conflict with her professor.

Fall 2025 SGA Team:

Kyah Young, President

Shanarra Owens, Vice President

Jasmine Walker, Secretary

Chenise Brayboy, Treasurer

Vacant, Parliamentarian

Cindy Allsup, Vice Senator

Rachel Hundertmark, Senator

Tyrese McBayne, SGA Senator

SGA Monthly Meeting with President McCurdy – On September 24, 2025, the SGA leadership team discussed several old business topics, including the fundraising policy for fall 2025, study abroad opportunities, the status of the Serenity Lounge, lactation room signage, plans to attend the ASGA Conference, SGA blazers and quarter-zip jackets for conference use, furnishing the Creative Commons space, and updates on campus Wi-Fi improvements. New business focused on establishing a budget for the year 2025–2026 and expressing interest in supporting the development of the Wellness Center and Learning Commons. Additionally, the team announced upcoming enhancements to SGA, including the creation of the Hunger Taskforce Committee and the Student Government Association Graduate Advisory Committee.

Fall 2025 Schedule of General Body Meetings:

These meetings are held from 12-1 in the Mini Conference Center and virtually through Zoom.

- Wednesday, September 3, 2025
- Wednesday, October 1, 2025
- Wednesday, November 5, 2025
- Wednesday, December 3, 2025

Activities and Events

Below are SGA and Clubs and Organizations sponsored events and/or activities. It may also include campus activities in which members of the SGA team/Clubs and Orgs participated in and or volunteered.

Student Leaders and SGA photoshoot – September 5, 2025 – The SGA in collaboration with marketing hosted a photoshoot which included headshots and group shots. This was done to start off a high impact semester with a boost of school spirit among our leaders as well as to update the school’s website with the faces behind the clubs and organizations at BCCC.

SGA Snap Challenge – September 24, 2025 – The SGA hosted a social media themed photo opportunity for students to hold props and take their own photos. Alongside this they were able to fill out a questionnaire



in an SGA anonymous “Thinkbox” answering, “What is your dream improvement for BCCC?” A total of 28 people responded and received a cupcake upon doing this. More than 50 people participated in this event.

Anthropology & Sociology Club

Anthropology & Sociology Club Lecture – Wednesday, Sept 17, 2025, at 12:00 – 1:00 pm. Constitution Day Presentation by Dr. Connie Briscoe, Criminal Justice Department.

Anthropology & Sociology Club Speaker Event – Friday, Sept 26, 2025, at 8 pm we co-sponsored the “Keeping it Real Lecture Series” Featuring Dr. Baba Kondo, History Department.

History Club

The Baltimore City Community College History Club – September 25, 2025, Maryland Center for History and Culture – September 5, 2025, Francis Ellen Watkins Harper Birthday Celebration and Stitched in Favor Exhibit.

Constitution Day – September 17, 2025- Mini Conference Center at Noon-1:30 PM- Students, Faculty, and Community met to Celebrate Constitution Day with guest speaker, Professor LaContis Briscoe, she discussed the Bill of Rights and the preamble to the Constitution and how becoming knowledgeable and aware of constitutional rights as citizens in the United States makes us better informed.

Keeping it Real Lecture by Dr. Kondo – September 26, 2025, via Zoom. 6-8 pm – Dr. Kondo of BCCC gave a lecture on 10 Simple Ways to Improve Relations Between Black Folks and Those on the Continent.

Gender and Sexualities Alliance (GSA)

Involvement Fair – The GSA attended the school’s involvement fair and had a great turn out; they collected approximately 26 names for interest in their organization.

International Student Club

Transfer fair – On September 18, 2025, the International Students Club helped Admissions and the International Student Services department organize and run the university transfer fair. BCCC was the host site of the fair for Study Maryland, specifically designed to serve students on F1 visas but open to all. Over 90 participants attended.

8 Bit BCCC Game Club

Bracket Bash – The gaming club held their first club event Thursday, September 18, 2025, from 12:00 - 3:00 pm. More than 20 people were in attendance for 8 Bit Gaming Club’s first event of the semester.



New Business

PROCUREMENT AWARDS
Contracts, Modifications, and Renewals Options
\$25,000 to \$99,999

Contract No. / Contract Title	R95P6600064 Adobe Licenses (Bell Techlogix)		
Description/Remarks: This annual subscription covers Adobe licenses for the College. The procurement was conducted through the Maryland Education Enterprise Consortium (MEEC) cooperative agreement, of which the College is a participating member.			
Procurement Method:	ICPA	Category:	IT Hardware
Award Amount:	\$46,055.57	Contract Term:	One-Time purchase
No. of Bids:	N/A	Tax Clearance:	
College Department:	Information Technology Services	Fund Source:	01151 / 0914

Contract No. / Contract Title	R95P6600076 Painting Services (CertaPro Painters)		
Description/Remarks: Three quotes were obtained and evaluated for the required painting services. The apparent low bidder, a certified Minority Business Enterprise (MBE) vendor, was determined to offer the best value. This contract is critical to reopening the Life Science Building for classroom use. Due to the procurement value, a formal competitive process was required. However, the urgency of the situation—stemming from delays that have already significantly impacted College operations—necessitated expedited procurement. These delays have forced the relocation and rescheduling of classes across campus, and further disruptions would negatively affect academic schedules and operations. Given the unusual and compelling urgency, approval was granted to proceed with an expedited procurement process under these circumstances.			
Procurement Method:	Unusual and Compelling Circumstances	Category:	Maintenance
Award Amount:	\$44,668.02	Contract Term:	One-Time purchase
No. of Bids:	3	Tax Clearance:	
College Department:	Facilities	Fund Source:	07706/0812

Contract No. / Contract Title	R95P6600069 Volleyball Uniforms (BSN Sports)		
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Description/Remarks: This purchase involves new uniforms for the women's volleyball team. In accordance with the College's procurement policies and procedures, the acquisition of athletic merchandise for College teams is exempt from the formal procurement process.			
Procurement Method:	Exempt	Category:	Commodity
Award Amount:	\$32,304.16	Contract Term:	One-Time purchase
No. of Bids:	N/A	Tax Clearance:	
College Department:	Student Affairs	Fund Source:	05512/0912

Contract No. / Contract Title	BCCC-FY26-ITS-001 BlueCat Software Maintenance (EC America, Inc.)		
Description/Remarks: BCCC is entering into a three-year subscription agreement for BlueCat software, which manages its core network infrastructure (DNS, DHCP, and IPAM). The software has been outdated and unsupported for over three years, posing significant operational risks. The new contract includes one year of premier support to assist with upgrading to the latest version and prevent service disruptions. The total cost of \$30,731.29 per year will be invoiced over three fiscal years and is being procured under GSA MAS Contract GS35F-0511T. This agreement ensures network stability and restores access to critical updates and support.			
Procurement Method:	ICPA	Category:	IT Service
Award Amount:	\$92,193.87	Contract Term:	3-year Term
No. of Bids:	N/A	Tax Clearance:	
College Department:	Information Technology Services	Fund Source:	06618 /0862

Contract No. / Contract Title	R95P660001 Juniper Maintenance Support – Year 2 (CDW-G)		
Description/Remarks: This is year 2 of the software support contract for BCCC’s Juniper networking equipment, ending October 24, 2026, is essential for maintaining the College’s network infrastructure. Without current support, the College faces serious risks, including operational outages and unaddressed security vulnerabilities. The Board of Trustees approved the original contract award on March 20, 2024, and is being made through the competitively awarded MEEC Hardware Contract #UMD-972016.			
Procurement Method:	ICPA	Category:	IT Service
Award Amount:	\$75,722.96	Contract Term:	07/01/2025 – 10/24/2026
No. of Bids:	N/A	Tax Clearance:	
College Department:	Information Technology Services	Fund Source:	06618 /0862

**BALTIMORE CITY COMMUNITY COLLEGE
BOARD OF TRUSTEE – FINANCE COMMITTEE
ACTION ITEM**

Contract ID: BCCC-FY26-FA-001
Recovery Select / Tax Select Services

Contract Description: This contract provides verification and validation of student accounts information and issuance of 1098s at the end of each calendar year.

Award: Education Computer Systems, Inc.
Moon Twin Peaks, PA

Contract Term: 11/15/2025-11/14/2028

Contract Amount: \$417,000.00 Not-to-Exceed

Procurement Method: Sole Source

Requesting Remarks: The College requests approval to enter into a contractual agreement with Education Computer Systems, Inc. (ECSI) in the amount referenced above. In accordance with the College’s Procurement Policies and Procedures, this contract is exempt from a formal procurement process under Exclusion 1.3.2.4: “Collaborative undertakings that support the mission of the College.”

This is a sole source contract, selected due to the specialized and mission-critical services provided by ECSI. The company offers a comprehensive platform that supports student financial operations, including tuition tracking, academic credit management, and compliance with IRS tax reporting requirements. These services are essential to maintaining continuity of operations and ensuring accurate and timely support for the student population.

ECSI’s platform includes RefundSelect, a secure and student-friendly refund disbursement solution that allows students to choose how they receive excess financial aid or tuition refunds. This functionality enhances transparency, improves processing efficiency, and ensures compliance with federal financial aid regulations. Additionally, ESCI provides a robust delinquency collection model that facilitates the recovery of outstanding student balances. This model includes automated outreach, payment plan management, and integration with student records to ensure consistent and ethical collection practices. These services help the College maintain financial stability while supporting students in resolving their obligations in a manageable and respectful manner.

Fund Source: Operating

BOARD OF TRUSTEES ACTION		THIS ITEM WAS:	
APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
	WITH DISCUSSION	WITHOUT DISCUSSION	

**BALTIMORE CITY COMMUNITY COLLEGE
BOARD OF TRUSTEE – FINANCE COMMITTEE
ACTION ITEM**

Contract ID: BCCC-FY26-FA-002
Campus Financial Solutions and Student Support Services

Contract Description: This contract provides cloud-based financial services including student refunds, tuition payment plans, and secure system integrations, supporting operational continuity and student financial services in compliance with data privacy regulations.

Award: TouchNet. Information System Inc.
Lenexa, KS

Contract Term: 12/08/2025 – 12/07/2030

Contract Amount: \$405,000.00 Not-to Exceed

Procurement Method: Sole Source

Description Remarks: The College seeks Board approval to renew its contractual agreement with TouchNet Information Systems, Inc. (TouchNet) for the continued provision of integrated financial and campus commerce services. The College originally entered into a five-year agreement with TouchNet in December 2021 to implement cloud-based solutions that support tuition payments, student refunds, and payment plan management. These services are critical to the College’s financial operations and student support systems. The TouchNet platform integrates directly with the College’s Student Information System, ensuring secure and efficient processing of student financial transactions. The contract is exempt from formal procurement under Exclusion 1.3.2.4: “Collaborative undertakings that support the mission of the College.”

Renewal of this agreement will ensure continuity of service, compliance with data privacy regulations, and ongoing support for students in managing their financial obligations. TouchNet’s platform includes eRefunds Processing Services, which enable secure disbursement of financial aid and refunds, and Payment Plans Plus Services, which support student tuition payment plans and delinquency management. The agreement also includes TouchNet Ready Integrations for seamless connection with the College’s Student Information System. TouchNet maintains compliance with FERPA, PCI DSS, GLBA, and other privacy regulations, ensuring secure handling of student data. Approval of this agreement will ensure continuity of financial operations and enhance service delivery to students.

Fund Source: Operating

BOARD OF TRUSTEES ACTION		THIS ITEM WAS:	
APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
WITH DISCUSSION		WITHOUT DISCUSSION	



Monthly Financial Performance Snapshot Report
Appropriation Year 2026
as of September 2025

Total Revenue by Appropriated Fund

Revenue Fund	Budget AY26	Monthly Budget AY26 YTD	Actuals FY26	Actuals AY25	Net Change
General (Unrestricted)	64,985,412	16,696,353	\$ 21,598,636	20,567,197	1,031,439
Restricted	30,610,084	7,652,521	\$ 14,333,795	6,302,898	8,030,897
Total Revenue AY25	95,595,496	24,348,874	35,932,431	26,870,095	9,062,336

Year-over-Year (YoY) Expense Comparison

Expense Fund	Budget AY26	Monthly Budget AY26 YTD	Actuals FY26	Actuals AY25	Net Change
General (Unrestricted)	64,985,412	16,696,353	\$ 10,088,321	11,292,556	-1,204,236
Restricted	30,610,084	7,652,521	\$ 4,231,559	5,125,538	-893,979
Total Expenses	95,595,496	24,348,874	14,319,879	16,418,094	-2,098,215

	Budget AY26	Monthly Budget AY26 YTD	Actuals FY26	Actuals AY25	Net Change
Net Surplus	0	0	21,612,552	10,452,000	11,160,551

Year-over-Year (YoY) Revenue Comparison

Revenue Sources	Budget AY26	Monthly Budget AY26 YTD	Actuals FY26	Actuals AY25	Net Change
Unrestricted Revenues	64,985,412	16,696,353	21,598,636	20,567,197	1,031,439
Board of Estimates - Unrestricted	600,000	600,000	0	0	0
Bookstore Revenue	935,233	233,808	932,963	638,048	294,914
Consolidated Fees	900,000	225,000	575,419	510,435	64,984
Credit Tuition	9,443,275	2,360,819	5,019,793	4,985,540	34,252
Facilities Capital Fees	109,971	27,493	62,139	48,829	13,310
Investment Income	501,218	125,305	466,264	454,372	11,891
Local Contract	0	0	0	189,524	-189,524
Non-Credit Fee Revenue	508,440	127,110	119,418	463,818	-344,400
Non-Credit Tuition	621,170	155,293	148,650	584,340	-435,690
Other Fee Revenue	0	0	5,167	9,408	-4,241
Other Revenue	0	0	1,089,740	1,355	1,088,385
Parking and Transportation	44,719	11,180	1,803	3,699	-1,896
Real Estate Lease Income	1,402,760	350,690	472,200	94,027	378,174
Registration Fee	299,995	74,999	192,842	138,138	54,704
State Appropriation	48,367,088	12,091,772	12,091,772	12,070,056	21,716
Student Activities	160,559	40,140	0	25	160,534
Technology Fees	700,000	175,000	383,730	340,290	43,440
Tower Rental Income	131,092	32,773	22,569	22,040	529
Transcripts	49,059	12,265	9,927	9,773	154
Vending Machine Commission	0	0	4,241	3,479	762
WBJC Asset Agreement	210,833	52,708	0	0	0
Restricted Revenues	30,610,084	7,652,521	14,333,795	6,302,898	8,030,897
Deferred Maintenance	10,000,000	2,500,000	4,314,698	0	4,314,698
COVID Relief	0	0	0	0	0
Federal Grants	12,022,898	3,005,725	7,092,874	2,432,146	4,660,729
Indirect Cost - Other	117,800	29,450	0	0	0
Other Restricted Revenue	0	0	10,902	6,660	4,242
Private Gifts, Grants & Contracts	124,710	31,178	0	0	0
RYP - Artworks	0	0	0	0	0
State and Local Grants	5,502,979	1,375,745	1,115,137	1,169,696	-54,559
WBJC	2,841,697	710,424	1,800,184	2,694,396	-894,212
Total Revenue AY26	95,595,496	24,348,874	35,932,431	26,870,095	9,062,337



Monthly Financial Performance Snapshot Report
Appropriation Year 2026
as of September 2025

Expenditure by Category

Description	Object	Actuals FY26	Actuals AY25	Net Change	Percentage Change
Labor: PIN Salaries	01	6,889,797	7,016,799	-127,002	-1.8%
Labor: Contractual Employees	02	1,957,130	1,797,151	159,979	8.9%
Communications	03	11,124	48,713	-37,590	-77.2%
Travel	04	7,452	104,496	-97,044	-92.9%
Utilities	06	382,148	265,848	116,300	43.7%
Motor Vehicle	07	6,441	6,716	-275	-4.1%
Contractual Services	08	890,603	1,235,699	-345,096	-27.9%
Supplies	09	178,417	1,563,865	-1,385,448	-88.6%
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Grand Total	95,595,495	14,319,879	89,562,988	16,418,094



Policies



Title of Policy: Immigration Enforcement at BCCC

Policy (check one): New ☒ Revised ☐

Applies to (check all that apply): Faculty ☐ Staff ☐ Students ☐

Division/Department ☐ **College** ☒

Purpose: This policy is intended to comply with Maryland legislation, House Bill 1222, the Maryland Values Act, enacted in 2025.

POLICY STATEMENT:

BCCC does not authorize any person seeking to enforce the immigration laws to enter private spaces, except pursuant to a judicial warrant or where exigent circumstances require such access.

BCCC is comprised of both private and public areas. Public areas are accessible to all members of the public and include hallways and office reception areas. Access to private spaces is limited to staff, students and others granted approval and includes classrooms, laboratories and offices.

BCCC does not consent to immigration enforcement operations on its premises, except pursuant to a judicial warrant or where exigent circumstances exist.

BCCC will refer requests made by immigration officers for records or information about students and staff to Counsel.

Originator/Division: Office of the President

Implementation Date(s): TBD

Board of Trustees Approval Date(s): TBD

*This policy once approved by the Board of Trustees supersedes all other policies.



Presentations

Baltimore City Community College Board of Trustees Meeting October 15, 2025

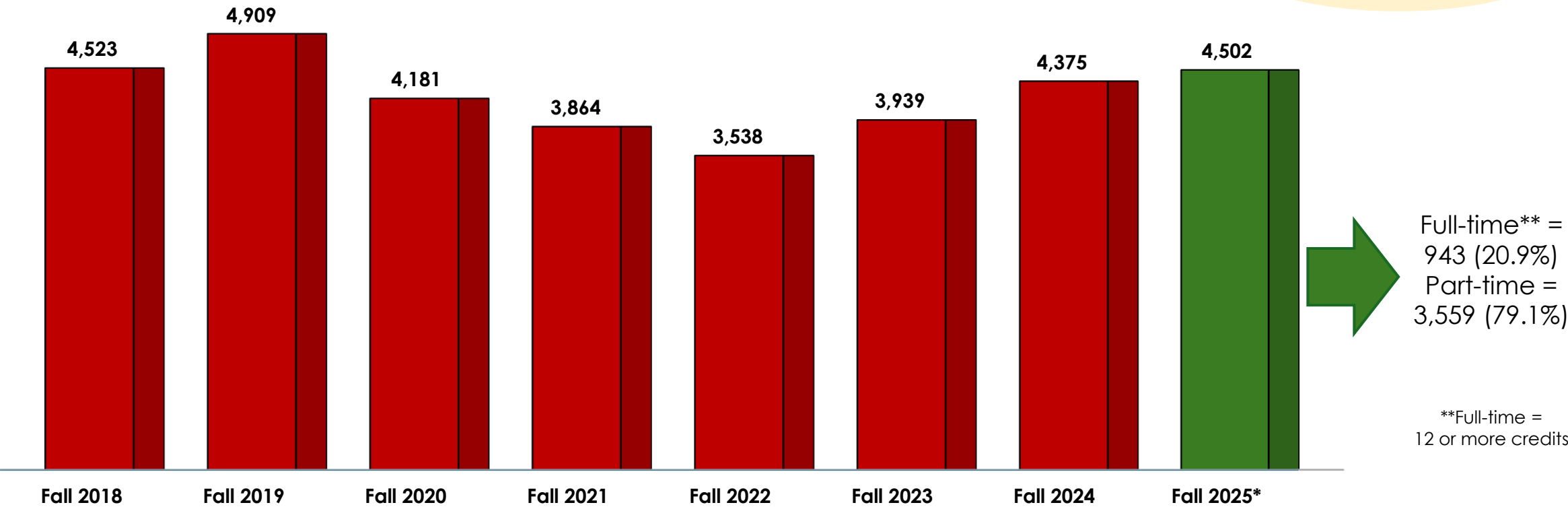
Enrollment Report

- Non-Credit Quarterly Report
December 2025
- MHEC PAR Scorecard
- Aspen & MHEC Transfer
Intensive Program
- Federal Work Study Program

Enrollment Report: Fall 2025 Credit Enrollment

Fall 2019 - Fall 2025*

First day of classes:
August 25, 2025
Last day to register:
October 21, 2025



* Fall 2025 Source: Student Information System as of October 9, 2025
Source: BCCC Office of Institutional Research

**Full-time =
12 or more credits

BCCC Graduates with External Credits

External Credits: The Maryland Higher Education Commission (MHEC) requires institutions to annually report the number of “*credit hours awarded towards the undergraduate award from coursework, examinations, or other learning experiences completed at an external post-secondary institution or through a non-collegiate entity*”.

- In FY 2024, 45% of graduates earned credit through other sources than their BCCC classes; 26% of those graduates transferred from CCBC.
- In FY 2025, 46% of graduates earned credits through other sources than their BCCC classes; 27% of those graduates transferred from CCBC.

	FY 2024		FY 2025	
Number of BCCC Graduates	387	External Credits	315	External Credits
Graduates with External Credits	176	4053	148	3597
Community College of Baltimore County	46	834	41	503
Coppin State University	9	138	14	422
University of Baltimore	3	32	2	12

Aspen & MHEC Transfer Intensive Grant Program



▪ **Strategic Agenda**

- All Maryland community college students will have access to multiple best-in-class transfer pathways
- All academic advisors will be supported to provide first-rate, tailored support for transfer students
- Widespread faculty engagement will produce and maintain high-quality transfer pathways to enable on-time graduation and meet Maryland's talent needs
- Investments in financial aid will ensure that cost does not prevent community college students from transferring or completing a bachelor's degree
- Data collection and reporting, and academic policies will be strengthened to improve transfer student success at more institutions

Aspen & MHEC Transfer Intensive Grant Program

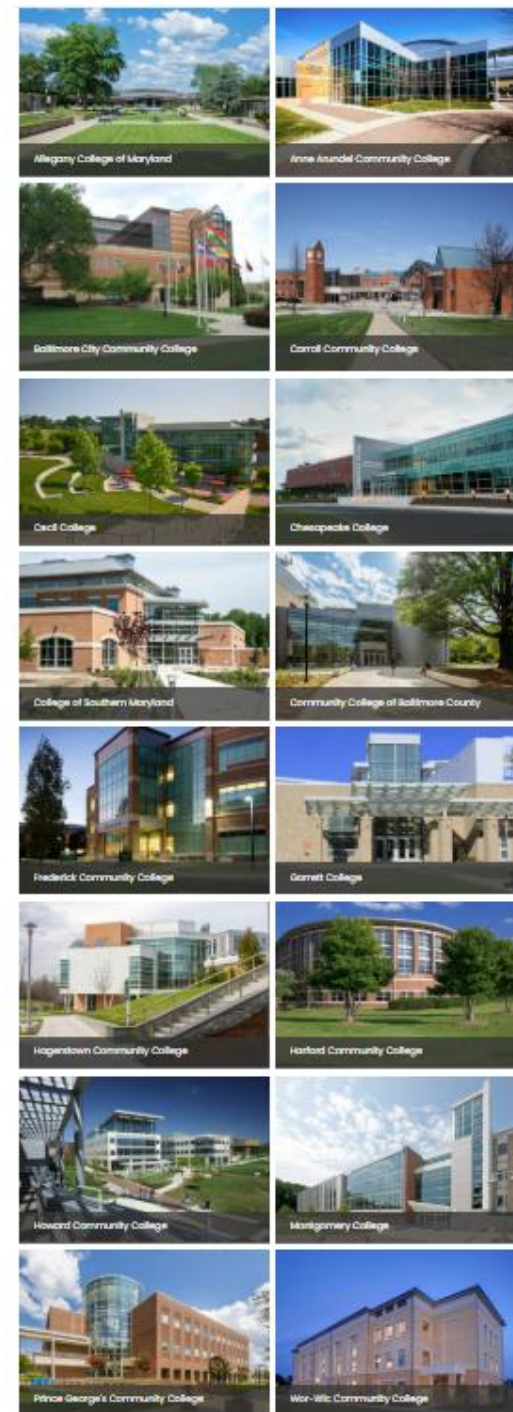


■ **Maryland Transfer Promise Goals**

- Increase the overall number of bachelor's degrees awarded annually to community college transfer students in Maryland, especially in the fields of education, IT, and healthcare. This requires stronger transfer rates and bachelor's completion rates.
- Lower the cost of earning a bachelor's degree for community college students by encouraging completion of a community college credential prior to transfer.
- Promote timely degree pathways that minimize credit loss and excess credit accumulation, so that community college transfer students complete a comparable number of credits as students who start at a Maryland four-year college or university and earn a bachelor's degree.
- Increase college-going and completion rates among economically disadvantaged high school students as well as non-traditional adult learners who can benefit from strengthened transfer pathways.
- Ensure outcomes are strong and equitable across race/ethnicity, age, and socioeconomic status.

Aspen & MHEC Transfer Intensive Teams

1. University of Maryland-College Park
Prince George's Community College
Montgomery College
2. Towson University
Community College of Baltimore County
Carroll Community College
3. University of Maryland–Baltimore County (UMBC)
Anne Arundel Community College
College of Southern Maryland
4. Frostburg State University
Allegany College of Maryland
5. University of Baltimore
Baltimore City Community College
6. University of Maryland Global Campus
Frederick Community College
Harford Community College
Cecil College
7. Salisbury University
Wor-Wic Community College
Chesapeake College



BCCC & UBalt Planning Team

Baltimore City Community College

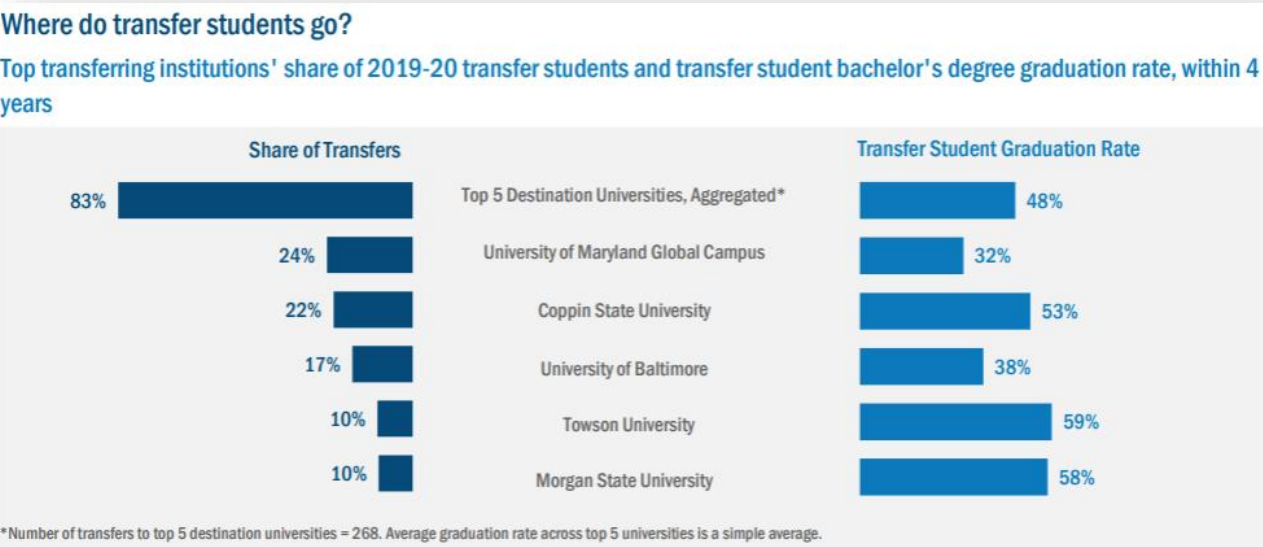
- Ms. Donna Thomas, Interim Vice President, Student Affairs (Project Manager)
- Ms. Becky Burrell, Vice President, Institutional Effectiveness, Research & Planning (Cabinet Lead)
- Dr. Ghazanfar Mahmood, Dean, Nursing & Health Professions (Core Team Representative)
- Dr. Bob Iweha, Interim Associate Dean, Business & Technology (Core Team Representative)
- Prof. Daniel Izume, Coordinator, Business Administration Transfer Program (Core Team Representative)
- Ms. Eileen Hawkins, Director, Institutional Research (Core Team Representative)

University of Baltimore

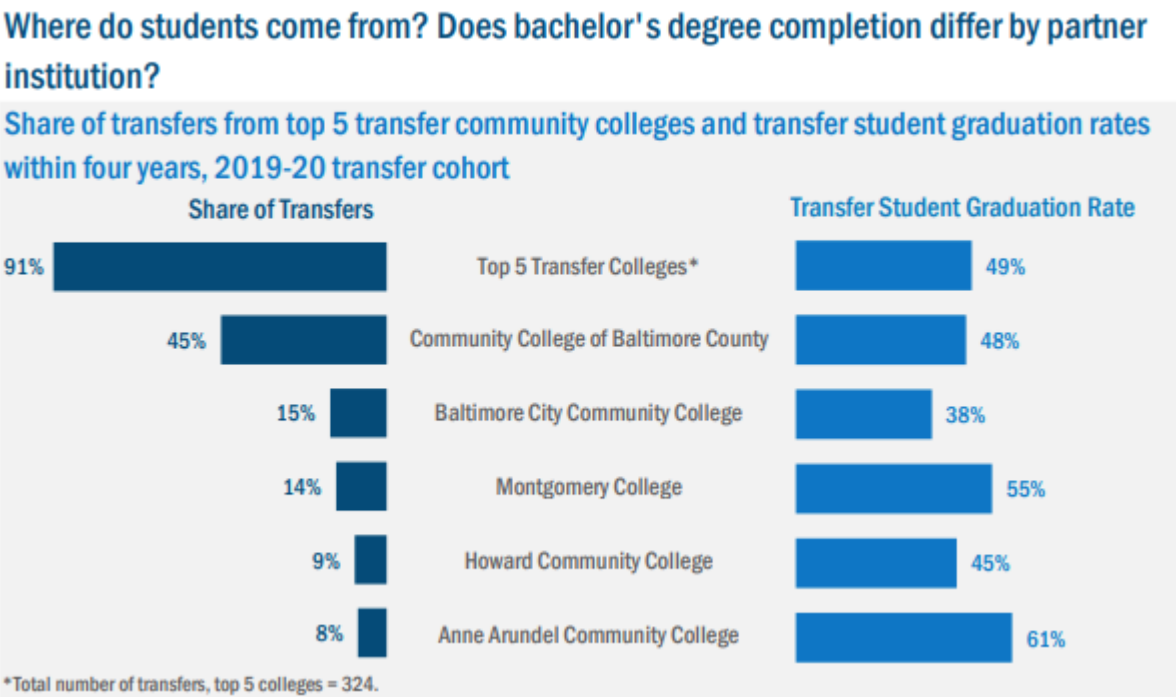
- Mr. Carey Miller, Director of Student Success and Retention (Project Manager)
- Dr. Ralph O. Mueller, Senior Vice President for Academic Affairs and Provost (Cabinet Lead)
- Dr. Aaron Wachhaus, Associate Provost for Academic Programs (Core Team Representative)
- Dr. Mark Jacque, Associate VP for Enrollment Management (Core Team Representative)
- Dr. Katie Kauffman, Assistant Provost for Institutional Effectiveness (Core Team Representative)

BCCC & UBalt Team - MHEC Transfer Data

Top 5 Universities for BCCC Transfer-Out Students



Top 5 Feeder Community Colleges that Transfer to University of Baltimore



Source: Maryland Higher Education Commission, March 2025

Team Reform Priorities

- Student Cohort Program Model
- Early Engagement & Dual Access
- Advising Model Redesign
- Bridged Support Services
- Seamless Curriculum w/ Cross-Faculty Collaboration
- Data Alignment & Institutional Effectiveness

Developing the Strategic
Transfer Excellence Plan (STEP)
Launch January 13, 2026

Budget Considerations

- Personnel
- Student Aid & Financial Support
- Program/Curricular Modifications & Development
- Technology & Data Systems
- Marketing & Outreach
- Facilities & Operations
- Transportation

Early College Access & Programs (Dual Enrollment)

BCCC & BCPSS Teacher Credentialing Partnership

- **Focus on Credentialing** Current BCPSS Teachers to meet college-level instructional standards.
- **Alignment** with Maryland State Department of Education (MSDE) and College Accreditation Requirements for dual enrollment faculty.
- **Supports Equity and Access** by increasing qualified instructors within BCPSS schools.



Institutional Updates

- **Approved** the math and science developmental courses presented to the BCCC Curriculum and Instruction Committee
- **Soft launch** BCCC plans to offer the two developmental courses at select high schools in Spring 2026

Federal Work Study Program

Student Participation Growth

- The FWS program is expanding with increasing student involvement and offering more experiential learning opportunities with off-campus partnerships.

Program Participation Increase

- Student participation at off-campus locations grew from 11 in 2023–2024 to over 50 projected for 2026–2027, showing strong engagement.

Rising Wage Support

- Wages paid increased from \$38,785 in 2023–2024 to over \$130,000 projected in 2026–2027 for off-campus work.

Expanded Community Partnerships

- Community partners increased from three to six, reflecting the program's wider community impact.

Summary of FWS Partner Contributions

Literacy Tutoring Engagement

- Reading Partners involve 23 students providing personalized literacy support in Baltimore City elementary schools.

Classroom Assistance

- Three students assist at Medfield Heights Elementary School in classrooms and after-school programs.

Performing Arts Support

- Nine students engage with Hit Me With Music Foundation supporting arts instruction and event coordination.

Workforce and Mentorship Roles

- Students support workforce readiness and mentorship through Bon Secours Community Works and Elev8 Baltimore.

Panther Success Program

PANTHER SUCCESS provides proactive advising promoting on-time completion. Participants receive a \$50 monthly stipend.

Current Outcomes

- Year Two Goal: 250 students
 - Increased participants by 78.8 percent (161 students)
- Exploring software solutions to enhance the student advising experience and streamline communication
- Increased student events/engagements to promote student success
- Bonus student incentives

QUESTIONS?

Baltimore City Community College
Board of Trustees Meeting
October 15, 2025

Information Technology Report

TASK #9

- Information Technology Improvements
- Enterprise Resource Planning (ERP) System
- Infrastructure Update

Technology Improvements

▪ **Update on Improving the BCCC Communication Infrastructure**

- Upgraded or removed 98% of Windows 10 computers from our environment
- Updated Student Government Association on student technology needs
- Developing an updated campus-wide shared printer refresh plan
- Scheduled several campus-wide telecommunications training
- On-campus Wi-Fi assessment for main campus started
- Increased information security vigilance communication

Advisory Services Update

- Implemented 2026 Advisory Services Flexible Contract
 - Gross Pay – Phase 2 in final round of testing
 - Updated and automated Banner Campus Directory being tested
 - Finance module configuration and migration from test to production
 - Improves and increase operational efficiency in the finance, procurement and budget
 - Building out Banner and CRM infrastructure to improve Workforce Development and Continuing Education operations
 - Banner user provisioning / access management automation in progress

Infrastructure Update

▪ **IT Infrastructure / Disaster Recovery –**

- Continue to work with technical vendors to resolve challenges
- Met with Microsoft Account Executive and garnered additional support
- Still expect to begin system validation of recovery systems late fall

▪ **Increase Internet Communication Capacity – BCCC + MD DoIT**

- MD DoIT identified appropriate configuration circuits to address internet upgrade requirements

QUESTIONS?



President's Report

ACADEMIC AFFAIRS + REALIGNMENT TASKS #1, #3, #4**Office of the Vice President for Academic Affairs**

Priority One: Assess the effectiveness of teaching and learning in collaboration with the Office of Assessment and faculty-led committees including Curriculum & Instruction Committee, Student Learning Outcomes & Assessment Committee and Program Review & Evaluation Committee.

Priority Two: Institute a comprehensive faculty-led advising model to ensure that students receive personalized, sustained guidance over time. Academic and Student Affairs will produce a system with student-facing resources, an advisor toolkit and training to guide students.

Priority Three: Provide professional development experiences for faculty, including the creation of the Center for Teaching, Learning, and Innovation (CTLI) which is dedicated to evidence-based teaching, learning and assessment practices to improve student learning outcomes.

Priority Four: Design a Credit for Prior Learning (CPL) model to evaluate and award credit for college-level learning acquired outside the classroom. CLP enables learners to earn credit for knowledge and skills gained through work experience, military training, employer training, volunteer service, independent study and noncredit courses.

Priority Five: Implement a Guided Pathways model with Workforce Development & Continuing Education (WDCE), including high school and 4-year institutions, for students to gain competitive employment and marketplace agility. The model will call for instructional innovation and systematic changes in policies, practices, and systems for students to build essential skills across programs.

Priority Six: Academics and WDCE align and revitalize program advisory boards with external stakeholders from various fields (business and industry, government, education, and others) in the development, delivery, and promotion of its credit and noncredit programs.

Priority Seven: Articulate a strategic academic roadmap (Academic Master Plan) for projecting areas of academic growth for programs and activities. Ensure all classes, instructional practices and instructional support systems are aligned with the baseline standards and pedagogical practices.

Realignment Task #1: "Review and strategically align core course offerings of BCCC, consistent with accreditation requirements, and focused on the needs of students at BCCC and the workforce of Baltimore City."

School of Business, Science, Technology, Engineering & Mathematics**Business and Technology****ACBSP Action Plan / Business and Technology Unit Assessment Plan**

The ACBSP Accreditation Action Plan was reviewed and identified areas of strength, opportunities for improvement emphasizing alignment with unit goals with accreditation standards. The major concern is to ensure the assessment of activities is clearly documented and tied to learning outcomes.

Realignment Task #3: "Improve student pathways to success, including remedial education, attainment of a degree or postsecondary certificate, and transfer to four-year institutions of higher education."

School of Arts & Social Sciences**Aligning Pathways**

The School of Arts and Social Sciences, specifically the Early Childhood program, has been awarded another Child Career and Professional Development Fund (CCCPDF) grant. This year's award totals \$78,906.00. The award is used to assist qualifying students who are pursuing careers in early childhood education with tuition, books, and fees. Students who complete the program may elect to work in an early childcare facility, and some choose to open and operate their own facility. In return for financial support, grant recipients commit to providing quality childcare not only during their matriculation in the program, but also after they complete their degree program. Thus, building a stronger pipeline of childcare providers in the city of Baltimore and the local community.

School of Business, Science, Technology, Engineering & Mathematics**Business and Technology**

Efforts have started in the department to identify certificate programs as stackable to existing programs. The programs that will have stackable certificates are:

1. Business management
2. Business marketing
3. Computer information system

Natural and Physical Science

The NPS department faculty have created an integrated science course SCI 092. The proposed course SCI 092 Introductory Science has no pre-requisites, and the curriculum includes concepts from Biology, Chemistry and Physics. The course was resubmitted to CIC at the October 2025 meeting for approval and then sent to the Senate Executive Committee (SEC) for final approval. The course has also been reviewed by the Baltimore City Public School Science Coordinator, and the course will be accepted as a Science Elective for the 11th and 12th grades.

Realignment #4: "Enter into memoranda of understanding to establish student pathways to success with the Baltimore City Public Schools (BCPSS), institutions of higher education, and employers."

School of Arts & Social Sciences

The Dean of the School of Arts and Social Sciences worked with the Baltimore City Police Department to enroll thirteen students who will become part of the cadet academy this year. The students enrolled in a series of courses that will assist them in meeting the academic requirements for their cadet training as outlined in the current MOU with the BCPD.

The courses that benefit students in the program include the following:

CRJ 101 Introduction to Criminal Justice
ENG 101 English Writing
PSY 101 Introductory Psychology
PSY 104 Developmental Psychology
MAT 107 Modern Elementary Statistics
Science Elective
Arts and Humanities Electives

Course Scheduling

Course scheduling has begun for the Winter 2025 and Spring 2026 semesters. The Academic Leadership team conducted a thorough review of data from previous Winter and Spring terms (2023 and 2024) to inform scheduling decisions and support student needs and enrollment trends. Data points included the following:

- Enrollment
- Course Offerings
- Faculty
- Grade Distribution
- Proposed Course Offerings for Winter 2025

In addition to reviewing quantitative data for the upcoming Winter term, the team engaged in discussions about strategies to balance in-person, virtual and online course delivery to meet the evolving student preferences. Attention was also given to high-demand and high-success courses, ensuring an adequate number of sections and faculty coverage. The academic team will continue to monitor course enrollment throughout the semester and registration period to identify opportunities for adjustments prior to the beginning of each semester.

Academic Grade Grievance Procedures

The Academic Affairs Leadership team is currently collaborating to review and make recommendations for revising the Academic Grade Grievance procedures and accompanying forms to ensure congruency with the Academic Grade Grievance policy. Reviewing and revising the procedures and grade grievance forms will ensure congruency with the existing grade grievance policy. The goal is to increase clarity and transparency in the process. Periodic reviews and updates strengthen continuous improvement and equitable outcomes for students.

Program Cards

The Academic Affairs Leadership team began the process of revising program cards for each of the College's associate degree programs and certificates. This annual review is necessary to ensure that all program information remains current, accurate, and aligned with the official college Catalog and the website. The process helps confirm that course offerings, sequencing, and program requirements are clearly communicated to students, prospective students, faculty, advising, and internal and external stakeholders. The collaborative effort between Academic Affairs and Marketing reinforces the need for consistency across all college platforms and directly impacts student success and efforts including retention and completion and stakeholder engagement.

Personnel

An ongoing review of faculty vacancies throughout the division is taking place to fill critical positions. The division leaders continue to review applicants and schedule interviews to close personnel gaps during the fall semester. This semester, Academic Affairs hired faculty considered term appointments to fill critical faculty gaps. The term hires are classified into two categories: semester term and one-year term appointments. The term appointments are renewable based on the need and course demand. A review of the enrollment data is planned to assess the need for faculty PIN positions to accommodate enrollment and course demand.

The division is also working to fill staff support vacancies that are vital to daily operations. These positions are currently posted, and applications are regularly reviewed to assess the qualifications of applicants. Filling the vacancies is critical to maintaining operational efficiencies and operating at full capacity to meet divisional and institutional needs.

Each of the schools in Academic Affairs have been engaging in a needs analysis to determine disciplines where additional faculty are needed based on course demand and the Dual Enrollment partnership with Baltimore City Public Schools.

Credit for Prior Learning

Dialogue and work continue around Credit for Prior Learning, with a focus on reviewing and strengthening the College's existing processes. This ongoing effort aims to ensure that the procedures are clear and accessible to both faculty and students. The College seeks to create a more streamlined approach in evaluating and awarding credit for prior learning experiences such as military training and service, professional certifications, prior coursework, and practical employment experience. The required work will eliminate barriers and support student success. The revised process will enable students to receive appropriate credit for their prior knowledge and skills more effectively. The College anticipates measurable outcomes which include reduction in the average time to degree completion, increased student satisfaction, and a higher number of credits awarded through prior learning assessment. Next steps include finalizing the procedures and guidelines, developing communication materials for students, faculty, and Student Affairs staff and implementing professional development to ensure consistent application across departments.

E-Learning

Barnes & Noble First Day Complete (FDC)

Issue management continued to be a top task for E-Learning in September. E-Learning working in collaboration with publisher and BNC partners resolved a number of issues related to inconsistencies and errors in material delivery. The twelve-week term began on September 22, and E-learning identified 23

sections with issues relating to materials. BNC and the publishers were working to address the issues, and many issues are related to codes from publishers that do not typically work with VitalSource, BNCs' preferred provider.

Projects

Video enhancement of Student Canvas Orientation course

- Library tutorials – work to finalize the videos continued in September, however, with changes in library leadership, usage beyond the Orientation will need to be further explored.

Course Materials

- E-Learning created a video for faculty to assist students who are having issues with accessing course materials that are digitally delivered.
- E-Learning began the process to create a faculty view of how to navigate AIP and view the adoption for their course.

Other Video Production

Procurements

Turnitin – this is the College's anti-plagiarism software that is integrated into Canvas assignments. This contract will be renewed by November. BCCC

Library (Learning Commons)

Work is advancing with the Architects and the College administrators through the design phase and the expansion of the Learning Commons. Once the design is completed and accepted by the State the construction phase should begin in late 2026 or early 2027.

Textbook Collection Update

The Library staff have been compiling textbook requests from students and faculty beyond the nursing textbooks on reserve. This should serve as a guide for textbook acquisition should funds be made available.

Ongoing Collection Assessment

The Library Staff is working together to inventory and weed the entire print collection to gain accuracy in the online catalog, maintain the integrity of the print collection, support curriculum, and improve user satisfaction. They are undertaking these extensive projects to ensure that the print collection matches the modernization of the upcoming new facility, prepare for future updated Library software, and meet accreditation standards. Weeding a print collection is a critical component in providing currency and relevancy of a Library. The removals are based on the following criteria:

- Out-of-date information
- Poor condition
- Low Circulation
- Relevancy to the curriculum

- Duplicate copies for courses that no longer use materials

Ongoing Inventory of Print Collection

Systems Librarian, with support from Federal Work Study Students and Circulation Manager, inventoried the following subject areas during June 2025 to identify missing items and remove them from the catalog:

- All books within the World History collection—including the histories of Europe, Asia, Africa, Australia, and related that are believed to be missing have been checked and those not found have been marked missing and removed from the system.

Estimated timeframe for completion is January 30, 2026.

Ongoing Weeding of Print Collection

- **General Collection**

Weeding of the print collection has continued. The fine arts collection weeding has been completed. Work has started on the largest section, Language and Literature. Many of these sections are primary sources in literature, so it is not anticipated that much will need removal, beyond the cause of condition. The estimated time of completion does not need to be changed from last month. The work is anticipated to be finished well before any construction or renovation begins.

Estimated timeframe for completion is January 30, 2026.

- **Reserves Collection**

At this time there are only 10 titles (12 items, since we hold two copies of two titles) on reserve. An appeal was made at Curriculum and Instruction Committee on September 10, 2025 for more. All other previous titles that were on reserve are on the circulating shelves or waiting to be shelved there. This should eliminate any legal exposure that the college would have from violation of copyright laws.

OUTREACH/ENGAGEMENT

The library's program coordinating with the Maryland Humanities Council's One Maryland, One Book program has been scheduled for October 8, 2025. The staff are collaborating with Student Life and Engagement to advertise the event. About 45 copies of the chosen text, *Kin: Rooted in Hope*, by Carole Boston Weatherford, have been placed in the hands of students so far.

The library in September conducted five information literacy sessions with 76 students in attendance, with an additional four classes already scheduled for the first week of October.

School of Arts & Social Sciences

History Club sponsored Constitution Day. Professor Connie Briscoe, Criminal Justice faculty member, delivered the key address to students, faculty and staff.

Professor Zak Kondo hosted the kick-off for the 21st year of the Keep It Real Lecture series on Friday, September 26, 2025. He delivered the opening lecture for the series. The lecture was titled “10 Simple Ways to Improve Relations Between Black Folks in the Diaspora and Those on The Continent”.

Adjunct faculty member Professor Heather Lamb has been presented with a letter of intent to serve as a MSDE reviewer for the Division of Early Childhood by being a Maryland Accreditation Validator. In this role, she will conduct accreditation site visits and provide technical assistance to support licensed childcare centers and Head Starts.

Professor Jo’ Hon Vance has again been invited to review and approve conference proposals for the 2026 National Youth Advocacy and Resilience Conference. This national platform, convening in March 2026, brings together passionate leaders and advocates dedicated to empowering youth and strengthening communities.

The film *Jubilee St. James at 200* featuring Professor Rebecca Johns-Hackett has been met with such success that it will be aired on Maryland Public Television on Monday, November 3. Professor Johns-Hackett serves as the historian for the St. James community.

School of Business, Science, Technology, Engineering & Mathematics

Business and Technology

Program Review and Evaluation Committee

PREC Updates: The progress of strategic initiatives and improvements was noted to ensure timely submission and accurate reports to support institutional effectiveness; and ensure all documentation aligns with the updated PREC guidelines and to take note of the deadlines for submitting revised program materials. Collaboration of all faculty is necessary to meet expectations.

Accreditation Council for Business Schools and Programs (ACBSP)

ACBSP Action Plan / Business and Technology Unit Assessment Plan

The ACBSP Accreditation Action Plan was reviewed and identified areas of strength, opportunities for improvement emphasizing alignment with unit goals with accreditation standards. The major concern is to ensure that assessment of activities are clearly documented and tied to learning outcomes.

Student Learning Outcomes & Assessment

SLOA – Connecting Action Plans to Outcomes in Canvas: Division faculty have been integrating Student Learning Outcomes Assessment (SLOA) into Canvas and utilizing Canvas tools to link action plans directly to course outcomes to enhance transparency and reporting. SLOA representatives will provide support and resources as needed.

Syllabi

Syllabi Updates: Work within the Business and Technology department continues with revising course syllabi for all disciplines. The updates will include current learning outcomes, institutional policies, accessibility statements, and standardized formatting. A checklist was distributed to help ensure compliance with institutional requirements.

Textbook Adoption

The Adoption Book/course materials were revisited with an emphasis on increasing student engagement with course materials and improving adoption rates. As a reminder, everyone needs to confirm textbook and resource adoptions and consider the use of Open Educational Resources (OER).

WORKFORCE DEVELOPMENT & CONTINUING EDUCATION + REALIGNMENT TASK #2**Office of the Vice President for Workforce Development & Continuing Education****2025-2026 Priorities**

Priority One: Expand access to workforce training, Adult Basic Education Programs (ABE), English Language Instruction Programs (ELI), and Pathways in Technology Early College High School (P-TECH). Provide targeted remediation to improve pathway completion rates, increase certification and licensure attainment. Advocate and assist students with job placement opportunities that provide the current living wage.

Priority Two: Secure additional funding to expand access, support services and resources for students historically marginalized due to socioeconomic status. Creating equitable access to educational and workforce opportunities utilizing grants, Scholarships and contract training.

Priority Three: Enhance WDCE's visibility and impact by expanding and strengthening partnerships with Baltimore City Public Schools, Baltimore City Government, regional workforce boards, community organizations, and employers to better serve the community and align workforce training initiatives.

Priority Four: Revise the Facilities Master Plan to reflect the current state of the college, incorporating recent improvements and aligning future infrastructure investments with institutional goals, student needs, and community engagement.

Priority Five: Collaborate with the Baltimore City Police Department and surrounding jurisdictions to obtain/share crime data and trends, enhancing campus awareness and safety measures to protect the college community.

Area Highlights**Realignment Task #2**

"Make workforce development and job placement top educational priorities of BCCC."

GRANTS

WDCE continues to acquire funding sources to allow student access to workforce development training programs. The charts below highlight the division's efforts with securing grants, scholarships and contract training totaling \$8,370,829.00. Our goal is to add additional contract training throughout the fiscal year.

STATE FUNDING	
Literacy Works (LW)	\$289,372.00 (decreased by \$167k; due to the US Dept of Ed cutting programs and funding)
STATE TOTAL	\$289,372.00
FEDERAL FUNDING	
Adult Basic Education & English as a Second Language (ABE & ESL)	\$413,486.00 (increased by \$10k to provide additional funding for classes)
Adult Secondary Education (ASE)	\$38,002.00

Local Institutionalized (LI)	\$17,337.00
Integrated English Literacy & Civics Education (IELCE)	\$129,303.00
FEDERAL TOTAL	\$598,128.00
TOTAL AWARD	\$887,500.00

WDCE Contact Training FY2025 – FY2026

FUNDING SOURCE	
Baltimore City Public Schools – Summer Program	\$158,050.00
Elev8	\$328,540.00
University of MD Medical Center	\$217,800.00
Goodwill	\$140,000.00
Johns Hopkins Hospital / University	\$3,500.00
Thomas Shortman	\$42,000.00
Levindale	\$87,000.00
Green Street Academy	\$38,500.00
Depart. Of Juvenile Services	\$40,000.00
TOTAL AWARD	\$1,055,390

WDCE – Grants & Other Funding FY2025 – FY2026

FUNDING SOURCE	
MD Department of Health (laptops for Community Health Workers)	\$10,059.00
MD Office of Refugees and Asylees (MORA) Afghan Grant (AS2SI)	\$431,944.00
MORA Refugee School Impact Grant	\$1,144,457.00
MORA English to Speakers of Other Languages (ESOL)	\$328,939.00
MORA Services to Older Refugees (SOR)	\$243,814.00
DHS Supplemental Nutrition Assistance Program (SNAP)	\$600,000.00
Department of Social Service (DSS) July 1, 2025- June 30, 2026	\$1,506,226.00
ARPA (Mayor's Office)	\$750,000.00
Maryland Community Colleges Promise Grant	\$936,100.00
Maryland Community Colleges Cyber Warrior	\$476,400.00
TOTAL AWARD	\$6,427,939.00

Adult Basic Education (ABE) & General Education Diploma (GED)**Statistical Indicators of Performance**

- In September, there were 624 student registrations with a goal of 579. Registrations exceeded the goal by forty-five (45) students or 7.2%.
- In FY26 Q1 (July – Sept), a total of seventeen (17) students earned their GED/MD High School Diploma.
- In September, there were thirty-seven (37) GED classes offered compared to thirty-three (33) GED classes in September 2025 (a 10.8% improvement in class offerings from 2025).
- In FY26 Q1 (July – Sept), we offered sixty-three (63) GED classes compared to sixty-two (62) GED classes in FY25 Q1 (a 1.5% improvement in class offerings from FY25 Q1).

ABE's current recruiting efforts include pretesting with the TABE placement assessment at Gilmore Homes, Brooklyn Homes, Our Daily Bread, and Pleasant View Homes. There were 47 students registered at Northwest Career Center and Eastside Career Center in September classes. Additional registrations are in process with October start dates. On September 10, WDCE hosted GED Student Orientation at the Harbor location. There were forty-eight (48) students in attendance.

Retention efforts start with Student Orientation to demonstrate a community of support. The Attendance Procedures are communicated to set clear expectations towards student retention. There are weekly Wellness Workshops to address concerns that may impact attendance and retention. In FY26 Q1 (July- Sept), there were 813 enrollments.

Course Name	# of Class Sections September	Students Registered September	# of Students Registered from Previous month (August)	# of Students Completed Class (August)	Earned GED (August & September)
Essentials Level Math 1-3.	14	228	158 (7/08 - 8/14/2025) & MTC (8/05 - 8/22/2025).	123	
Essentials Level RLA 1-3.	13	217	109 (7/07 - 8/13/2025).	100	
Advanced Level Math 1& 2.	4	83	64 (7/08 - 8/14/2025).	51	
Advanced Level RLA 1 & 2.	5	98	76 (7/07 - 8/13/2025) & MTC (8/05 - 8/20/2025).	64	
TOTALS	36	626	407	338	

English as a Second Language (ESL)

Enrollment

Total Enrollment: 633

- ELI (English Language Instruction): 228
- CESL (Community English as a Second Language) & RAP (Refugee Assistance Program): 405

FY26 September Student Attainment

- Students post-tested: 48
- Students advanced to next level: 21 (43.8% advancement)

The remaining students have been re-registered for the new cycle starting October 1, 2025. We are currently remediating twenty-seven (27) students. Students repeating courses will be referred to tutoring services and will be given access to digital tools such as Pearson's My English Lab.

WDCE hosted its first Services of Older Refugees (SORS) orientation at the Harbor location, welcoming nine (9) clients with interpreters from the International Refugee Committee (IRC). We discussed program requirements, student activities, English as a Second Language (ESL) and citizenship course requirements, and BCCC support services.

The ESL team actively engaged with the community by participating in events, including the Dorothy Heights Back to School Resource Fair, Patterson High School Open House for students and families, as well as the Pratt Free Library Open Market Resource Fair, where they shared information about BCCC's educational and support offerings.

Pathways to Technology Education Early High School (P-Tech)

High School	Enrollment – 2024 – 2025 School Year	Enrollment 2025 Summer
Paul Laurence Dunbar High School	128	86
Digital Harbor High School	46	14
Carver Vocation-Technical High School	114	58
Total	288	158

Workforce Development

WORKFORCE DEVELOPMENT & CONTINUING EDUCATION (WDCE) Continuing Education Non-Credit programs drive student success and economic growth by equipping Baltimore residents with in-demand skills and clear career pathways. In August, a total of 336 students participated in Continuing Education non-credit and externship courses, demonstrating strong community interest in skill development aligned with workforce needs. Enrollment spanned high-demand fields such as information technology, healthcare, transportation, and childcare, reflecting the diverse career pathways supported by the college.

Advancing Workforce Development Through Targeted Enrollment

The September enrollment data for BCCC's Continuing Education Non-Credit Courses reflects a strong institutional commitment to workforce development and job readiness. With a total of 419 students enrolled across a diverse array of career-focused programs, the data underscores the college's strategic alignment with its goal of prioritizing workforce development and job placement.

High-enrollment programs such as Child Care fifty-nine (59), Certified Nursing Aide – Medical Terminology forty-three (43), Commercial Driver's License (CDL-B Part 1) forty (40), and Pharmacy Calculations thirty-five (35) demonstrate student interest in high-demand fields that offer immediate employment opportunities. These programs are directly tied to industry certifications and licensure, equipping students with the credentials needed to enter or advance in the workforce.

Healthcare-related courses continue to be a cornerstone of BCCC's workforce strategy, with Certified Medicine Aide, Certified Nursing Aide, Community Health Worker, and Venipuncture collectively enrolling over 160 students. This reflects the college's responsiveness to regional labor market needs and its role in preparing students for critical roles in the healthcare sector.

Technology and trades are also well-represented, with Computer Networking Concepts thirty-four (34), Networking+ Certification Prep nine (9), Construction Core fourteen (14), and OSHA 10 seventeen (17) supporting pathways into IT and skilled labor careers. These programs not only build technical competencies but also enhance employability in sectors with growing demand.

Externship enrollments in CNA Clinicals twenty-five (25), Venipuncture Clinical two (2), and Advanced Patient Care Tech Clinical four (4) further reinforce BCCC's commitment to experiential learning and job placement. These hands-on opportunities bridge classroom instruction with real-world application, increasing the likelihood of successful employment outcomes.

The chart below identifies the specific course, and the number of students enrolled.

Continuing Education Non- Credit Courses	September Enrollments
A+	8
Commercial Driver's License (CDL) -B Part 1	40
Child Care	59
Certified Medicine Aide Update	16
Certified Nursing Aide - Medical Terminology	43
Certified Nursing Aide Theory	11
Certified Medicine Aide Theory	8
Computer Networking Concepts	34
Cardiopulmonary Resuscitation (CPR)	52
Community Health Worker Part I	18
Community Health Worker Part II	5
Construction Core	14
Digital Literacy	6
Forklift	3
Microsoft	10
Networking+ Certification Prep	9
OSHA 10	17

Pharmacy Theory	11
Pharmacy Calculations	35
Venipuncture	17
Warehouse	3
Total	419

The chart below identifies the specific externship course, and the number of students enrolled.

Continuing Education Non- Credit Courses	September Externships
CNA Clinicals	25
Venipuncture Clinical	2
Advance Patient Care Tech Clinical	4
Total	31

In summary, the September enrollment figures reflect a robust and intentional focus on workforce development. BCCC is effectively leveraging its Continuing Education offerings to prepare students for immediate entry into the workforce, thereby fulfilling its mission to make job placement and career readiness top educational priorities.

Partnerships and Community Outreach

In alignment with our mission to cultivate meaningful partnerships that enhance educational and workforce opportunities for our students and community, the following initiatives demonstrate our ongoing commitment to collaboration and impact.

Baltimore City Public Schools – Summer Boost Program Outcomes & Update

This section provides key performance updates on student progression, licensure, and placement within the BCPS-Summer BOOST workforce development training tracks.

Program Outcomes Snapshot

Certified Nursing Assistant (CNA)

- Completion & Licensure: fifty-six (56) students have successfully completed the coursework and advanced to clinicals.
- Licensing Progress: thirty-six (36) students are currently licensed. The Maryland Board of Nursing (MBON) has confirmed that the remaining students will be licensed by 10/02, ensuring high job-readiness rates for the cohort.
- Pending Progress: Three (3) students are pending clinical completion, and five (5) are pending final license application completion.
- Cross-Training: Four (4) CNA graduates successfully completed the program before enrolling in the Phlebotomy cohort and are scheduled for joint externship participation in both CNA and Phlebotomy.

Venipuncture and Specimen Collection (Phlebotomy)

- Placement & Certification Readiness: Six (6) out of sixteen (16) students have secured placement and successfully completed their clinical requirements. These students will now be invited to schedule their National Phlebotomy Certification exam.

- **Externship Coordination:** The remaining students' externship placements are being actively coordinated and updated by the UMMC team.

Pharmacy Technician (PT)

- **Completion & Placement:** Six (6) students successfully completed the courses and have been placed at various UMMC locations for their required clinical components.
- **Clinical Follow-up:** UMMC is managing and will provide forthcoming updates regarding the clinical completion status of these students.
- The Summer BOOST cohorts are demonstrating strong movement through the education-to-employment pipeline, with high course completion rates and direct transition into clinical rotations, externships, and licensure processes in high-demand healthcare fields.

University of Maryland Medical Center (UMMC)

A new cohort of six (6) students started the Digital Literacy class during the month of September. Summer Boost students participated in various UMMC sites for CNA, Phlebotomy and Pharmacy externships. Healthcare pathway completers 200+ received an exclusive invite to register and participate at a UMMC Healthcare hiring event hosted on September the 25th.

Maryland Department of Corrections

Training commenced in August at the Reisterstown Plaza location for Department of Corrections (DOC) Employee In-Service, in collaboration with the Maryland Department of Public Safety and Correctional Services and the Maryland Police and Correctional Training Commission. To date, 124 trainees have successfully participated and completed the program, marking a significant milestone in this workforce development partnership. This initiative continues to support upskilling and professional development for public sector employees, aligning with BCCC's strategic goal to serve diverse learner populations, including incumbent workers. The successful completion rate also highlights BCCC's expanding role in strengthening public safety workforce pipelines and delivering impactful, mission-aligned training solutions.

Mayor's Office of Employment Development (MOED)

BCCC WDCE Intake Team received Training and Unite Us credentials and have successfully received referrals for training from MOED providers. WDCE Coordinators continue to meet bi-monthly with the Career Services Team from MOED to provide updates on students funded under WIOA. Other activities during the month of September included joint WORKs Case Management training and representation and attendance at Baltimore Workforce Development Board meetings to provide Adult Title II updates.

Goodwill Industries

A new cohort of eighteen (18) students from Goodwill started the Certified Nursing Assistant program and eleven (11) students started the Pharmacy Technician program during the month of September. This partnership exemplifies community-based workforce development, combining training, wraparound support, and employer sponsorship. It enhances student success and ensures job placement readiness, particularly for underserved populations.

BCR Cyber

The Workforce Accelerator (CWA) registration website has been completed, and final tracking coordination is in progress to ensure data tracking and enrollment of referred participants are in the Customer Relations Management System which is expected to be completed in October. The impact of this initiative supports BCCC's expansion into digital and cybersecurity training, a critical growth area in

the regional economy. It also reflects BCCC's commitment to modernizing workforce offerings and improving access through digital platforms.

Community Engagement and Outreach – September 2025

Baltimore City Community College (BCCC) continues to demonstrate a strong commitment to workforce development and job placement through its robust community engagement and outreach initiatives. August 2025 outreach data reflect significant interest in career-oriented programs, underscoring the community's demand for accessible, skill-based education that leads directly to employment opportunities.

Outreach Events/Inquiries/Sources	September
<i>Students Inquiry Forms, CRM Recruit</i>	
Community Health Worker	23
Certified Medicine Technician	24
Certified Medicine Technician Update	1
Certified Nursing Assistant / Geriatric Nursing Assistant	83
Emergency Medical Technician	31
Multi-Skilled Medical Technician	12
Patient Care Technician	16
Pharmacy Technician	48
Venipuncture / Phlebotomy	62
Automotive / Deisel	10
Commercial Driver's License (CDL-B)	39
Childcare	38
Construction	15
Warehousing / Logistics	11
Undecided	13
Customer Service	1
Cyber Security	38
Microsoft	13
<i>Five (5) Online Virtual Info Sessions</i>	158
<i>Emails Inquiries Workforce Team</i>	102
<i>SNAP/DSS Referrals</i>	5
<i>MOED Outreach/Unite Us Referrals</i>	37
Total Inquiries	780

This report summarizes the key performance indicators (KPIs) from the Customer Relationship Management (CRM) system, virtual outreach, and community engagement activities in September, demonstrating a strong institutional focus and effective execution toward BCCC's workforce development and job placement priority.

Key Highlights from CRM System and Inquiries

The CRM system tracked a high volume of engagement, indicating strong community interest in short-term, career-focused training programs.

Total Engagement and Inquiries

The outreach efforts generated a total of 780 inquiries across all sources, signifying a robust demand for BCCC's workforce development offerings.

Alignment with Strategic Priority (Workforce & Job Placement)

The overwhelming interest is concentrated in high-demand, high-growth sectors (Healthcare, IT, Logistics). This data confirms that BCCC is successfully aligning its program visibility with concrete market needs, making job placement the natural outcome of high enrollment in these specific, certification-driven fields.

Virtual Outreach Effectiveness

Virtual channels proved to be highly efficient tools for scaling information dissemination and capturing leads interested in upskilling.

The five (5) online info sessions generated 158 leads, averaging 31.6 inquiries per session. This demonstrates the effectiveness of virtual tools in rapidly providing key program information to large, geographically dispersed audiences. This model supports the core priority by efficiently guiding potential students from initial interest to program enrollment, accelerating the path to workforce development.

Strategic Community Engagement & Referrals

Targeted engagement with partner agencies ensures BCCC reaches individuals who most need subsidized training and job placement assistance, reflecting a commitment to equitable workforce access.

Alignment with Strategic Priority (Workforce & Job Placement)

Referrals from MOED (Mayor's Office of Employment Development) and Supplemental Nutrition Assistance Program (SNAP) / Department of Social Services (DSS) are highly strategic. These partners directly serve community members who require educational pathways to improve job readiness and economic stability. By actively engaging with these sources, BCCC is positioning itself as a critical community solution provider, making job placement accessible to the most vulnerable populations in the service area.

Summary and Conclusion

The September outreach data provides compelling evidence that the BCCC workforce development strategy is well-executed and perfectly aligned with the institutional priority.

1. **Data-Driven Focus:** The high inquiry volume, 780 total, is overwhelmingly directed toward vocational programs (CNA/GNA, Phlebotomy, CDL-B) that lead directly to employment, validating the focus on job placement.
2. **Efficient Reach:** Virtual methods (158 inquiries from 5 sessions) ensure a scalable and accessible front door for potential students, maximizing the impact of workforce development efforts.
3. **Targeted Impact:** Strategic partnerships with MOED and SNAP/DSS confirm that BCCC is connecting with the segments of the community most in need of focused career pathways and economic mobility.

These results confirm that BCCC is effectively making workforce development and job placement the driving force behind its educational outreach and program promotion.

Program - Year to Date 7/1/2025 through 09/30/2025

Healthcare

Course	Enrolled	Completers	License / Certificate
CNA/GNA	129	112	72
Pharmacy Technician	53	20	20
Venipuncture/Phlebotomy	90	26	5
Community Health Worker (CHW)	26	5	3
Patient Care Tech	14	10	
Emergency Management Tech (EMT)	24	12	12

Cyber Security and Information Technology

Course	Enrolled	Completers	License / Certificate
A+	64	13	13
Computer Networking Concepts	62	38	38
Network +	40	22	22
Security +	8	0	0

Transportation, Logistics and Childcare

Course	Enrolled	Completers	License / Certificate
Commercial Driver's License (CDL) Class B	108	84	
Warehouse & Logistics	5	5	5
Diesel Mechanics	4	4	4
Childcare (combined)	161	55	55

Career Services

Below is the average salary for our students from the beginning of the calendar year. We have placed 341 students with an average hourly rate of \$21.35.

Summary	# of Students	Summary	Hourly Wage
FY2025 Q3	169	FY2025 Q3	\$21.75
FY2025 Q4	136	FY2025 Q4	\$20.75
FY2026 Q1	36	FY2026 Q1	\$21.29
Calendar Year Subtotal	341	Calendar Year Subtotal Average Salary	\$21.35

Further information on specific employer placements and salaries may be found below:

Employer	Program	Placements	Wage
Michael Garrison Sr. Funeral Home	Cybersecurity	1	\$24.00
Amazon BWI-2	Warehouse Logistics	1	\$18.00
ABC Rental Center	Warehouse Logistics	1	\$18.00
A-G Associates, Inc.	Cybersecurity	1	\$32.00
Apple, Inc.	Cybersecurity	1	\$24.00
Baltimore Center Stage Theatre	Warehouse Logistics	1	\$18.00
Baltimore City Public School	Early Childhood	1	\$18.00
Benevolent Home Health Care	CNA	1	\$18.00
Burger King Restaurants	CNA	1	\$17.00
Cisco Systems	Cybersecurity	1	\$21.00
CleanNet USA, Inc.	Cybersecurity	1	\$17.00
Coca Cola Lineage Logistics	CDL-B	1	\$21.00
ComForCare Senior Care Services	CNA	1	\$18.00
Community Wellness Outpatient Center	CNA	1	\$18.00
Complete Wellness Recovery	CNA	2	\$17.13
Cremtech, LLC	Cybersecurity	1	\$28.00
Domino's Pizza	Phlebotomy	1	\$15.50
Federal Government	Cybersecurity	1	\$36.40
Freestate Ambulance Service	EMT	1	\$20.00
Frito Lay Foods - Aberdeen Plant	Warehouse Logistics	1	\$17.50
FutureCare Rehabilitation and Nursing Center	CNA	1	\$18.00
Greater Baltimore Medical Center	CNA	1	\$21.50
Hunger Free America	CNA	1	\$18.00
Johns Hopkins Homecare	CNA	1	\$19.00
Kennedy Dialysis Center	Phlebotomy	1	\$17.00
Loyola University	Cybersecurity	1	\$21.00
McDonald's Restaurants	CNA	1	\$20.00
Mechanical Engineering & Construction Corp.	Warehouse Logistics	1	\$26.00
Painters and Allied Trades - Union 35	Warehouse Logistics	2	\$24.00
Ross Dress for Less	Early Childhood	1	\$17.00
Sevita Health	Early Childhood	1	\$21.88
Sibley Memorial Hospital	Cybersecurity	1	\$55.00
University of Baltimore - Office of Student Life	Cybersecurity	1	\$15.00

Employer	Program	Placements	Wage
Walmart, Inc.	Warehouse Logistics	1	\$15.30

FACILITIES

Project Recently Completed

- Men's and Women's Bathrooms (Student Services, 1st Floor, Main Building, Ground Floor of Administrative Wing)
- Bard Site: After demolishing the Bard Building, a lawn was laid out and trees planted, followed by the installation of a 5-foot-high wrought iron fence around the perimeter of the site, including four access gates.

Projects Under Construction

- Men's and Women's Bathrooms (Student Services, Ground Floor)
- HVAC Upgrade (Life Sciences Building, 90% complete)
- Readiness for Reopening (Life Sciences Building, Floors 1-4, 75% complete)
- Elevator Renovation (Life Sciences Building; passenger elevator 99% complete awaiting final fire marshal inspection)
- Window and Storefront Replacement (West Pavilion)

Projects in Design Stage

- Dental Hygiene Clinic Renovation (Life Sciences Building)
- Bathrooms Renovation (West Pavilion; South Pavilion)
- Roof Replacement (Physical Education Center)
- Learning Commons (New Library)
- Wellness Center (Physical Education Center)
- Facilities Building (Fine Arts Wing)
- Nursing Building Renovation
- North Pavilion Demolition

PUBLIC SAFETY

Public Safety's role in addressing, preventing, and providing awareness training is crucial to keeping BCCC stakeholders safe. We continue to report zero crime incidents occurring on Campus. Approximately 180 staff and faculty members participated in "Active Shooter" training provided by the Baltimore City Police Department. During this year's opening week, we increased safety officers' presence and on campus and as a result we decreased parking citations by 25%.

STUDENT AFFAIRS + REALIGNMENT TASK #5**Office of the Vice President for Student Affairs****RECRUITMENT & ADMISSIONS**

The Office of Admissions has begun a comprehensive review of its standard operating procedures (SOPs) to ensure consistency, clarity, and alignment with institutional goals. By norming the implementation of existing processes, the department is enhancing service delivery and creating a more seamless experience for students from inquiry through enrollment. In addition, the office has refreshed its physical space to include brochures and resources from multiple college departments, strengthening the team's ability to provide accurate information, facilitate triage, and connect students efficiently with the support they need.

In September, the Office of Admissions and Recruitment actively engaged prospective students through 13 recruitment events (see table below). These outreach efforts included a range of activities designed to showcase BCCC's academic programs and student opportunities, such as information sessions, junior and senior presentations, school tours, a resource fair, BCCC Day, a dual enrollment tour, and participation in a college fair. Collectively, these events strengthened the College's presence in the community and expanded awareness of the pathways available at BCCC.

Date of Event	Organization/School	Event Type
9/3/2025	Connexions	Information session
9/8/2025	Patterson High School	Junior Presentation
9/11/2025	Mervo High School	Information Session
9/12/2025	Hasler Cassiano	School Tour
9/15/2025	Micheal Kane	School Tour
9/16/2025	Carver Vocational-Tech High School	Senior Presentation
9/17/2025	Saint Francis Academy	Presentation
9/23/2025	YO Baltimore	Resource Fair
10/26/2025	Reginald F. Lewis	BCCC Day
9/26/2025	BCCC	Dual Enrollment Tour
9/28/2025	Baltimore School for the Arts	College Fair
9/30/2025	Mercy High School	4th Annual College Fair
9/30/2025	Frederick Douglass Back-to-School Bash	College Fair

Admission Operations

	Number of Visits
September	602

Visits by Day of the Week: September 1 to September 30

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total Visits
Admissions Visits	163	155	122	107	49	6	602

The peak visiting days were Monday and Tuesday.

EARLY COLLEGE ACCESS & PROGRAMS

The Early College Access & Programs is advancing its mission by expanding collaboration with Baltimore City Public Schools. These efforts are directly aligned with the Blueprint for Maryland's Future, which calls for expanded and equitable access to early college experiences. In partnership with City Schools, the program is working to clearly articulate degree pathways that maximize dual credit earnings and increase the number of students who graduate high school with an associate's degree and/or industry certification. The program is also working to build infrastructure that will sustain increased student enrollment and success.

Operational Highlights

- Demonstrated course equivalencies to identify innovative degree and certification pathways in partnership with BCPSS and Academics Office.
- Hired Coordinator for Early College Access & Programs, Dr. Brian Metcalf.
- Refining and rebranding BCCC's dual enrollment program to achieve maximum efficiency, rebuild trust, and increase student success.

Next Steps:

- Secure cabinet approval for \$0 adjunct professor contract and work to create a pipeline for BCPSS teachers to earn adjunct faculty credentials and eliminate professor shortages.
- Propose centralized model for admission, registration, hiring, and total execution of the dual enrollment program
- Design professional development experience for school teams (principal, counselor/post-secondary advisor, scheduler, dual enrolment point-of-contact)

MAYOR'S SCHOLARS PROGRAM (MSP)***Operational Highlights******Summer Bridge Planning – Ongoing***

The Mayor's Scholars Program continues to meet bi-weekly with campus stakeholders to discuss summer bridge initiatives utilizing data from orientation, course schedules, and staffing in preparation for the 2025-2026 Mayor's Scholars Summer Bridge program and the upcoming JCR Report.

Continued Outreach

MSP has been reaching out to students who deferred to the fall semester to inform them about continuing Fall registration and next steps. In addition, MSP has been connecting Baltimore City Public school college counselors and current high school juniors and seniors about attending Baltimore City Community College and applying for the Mayor's Scholars program.

Continued outreach to MSP students that have not yet completed the 2025-2026 FAFSA Application and reminder to complete both the 2025-2026 & 2026-2027 FAFSA Application.

Advising

The MSP team continued supporting new students registering for Fall semester classes while also providing advising, registration assistance, and check-ins to current MSP students.

Currently, there is a vacant Special Programs Advisor position. The position request has been reviewed and submitted for posting.

Strategic Initiatives

- Continued review of processes to create Standard Operating Procedures (SOPs) and communication plans for Banner and CRM for the MSP department.
- Developed an advising SOP and updating procedures.
- Developed Academic Advising schedule to streamline student appointment process so MSP department has space for meeting with prospective students and for departmental planning and programming.
- Created operational calendars and timelines to provide an overview of the daily and monthly tasks for completion of the Mayor's Scholars Program.
- Developed a recruitment plan to assist in increasing MSP applications and attendance from target student populations (e.g., Baltimore City and Maryland high school students) for the Mayor's Scholars Program.
- Began developing an MSP Policies and Procedures manual to outline the Mayor's Scholars Program, its purpose, goals, and functions.

Next Steps:

- Increase programmatic efficiency through internal process review.
- Launch a rebranding plan to "reintroduce" MSP as a cohort, wrap around service program.

VETERAN SERVICES***Operational Highlights***

The Veteran Services department has made significant strides over the past month to enhance the military-connected student experience. We launched a new Enrollment Certification (EC) form designed to streamline the certification process for our VA students, enhancing efficiency and accuracy. Through a collaborative effort with the Student Accounts Office and Barnes & Noble College, we finalized the new books and supplies purchasing process specifically for Chapter 31 students, ensuring a smoother and more supportive experience for those utilizing this benefit. Lastly, we officially updated our webpage to

include a wealth of current and helpful information. This enhanced online presence will provide clearer guidance on benefits, eligibility, and available campus resources.

Next Steps

- **Enhance Department Recognition:** Develop and launch BCCC Veterans merchandise to boost department marketing and increase student pride.
- **Strengthen Student Relationships:** Improve students' relationships with the department and other veterans by establishing a veteran-specific semester events calendar.

TRIO STUDENT SUPPORT SERVICES PROGRAM

In September 2025, the TRIO Student Support Services (SSS) program at BCCC continued advancing student success through holistic, high-impact support. Staff engaged in targeted outreach to current participants, welcomed new students, and developed individualized action plans addressing academic, personal, and career goals.

ADVISING AND STUDENT SUPPORT

Staff conducted 31 advising sessions with 28 participants, covering the following areas:

- **Academic Advising & Coaching:** Goal setting, course registration, and academic planning.
- **Financial Aid Support:** Federal, state, and private scholarship assistance.
- **Financial Literacy:** Money management skills.
- **Transfer Planning:** Guidance for transitioning to four-year institutions.
- **Career Exploration:** Decision-making tools and strategies.
- **Monthly Check-Ins:** Degree audits, financial aid status, tutoring needs, technology access, and referrals.

Programming

Peer Mentor Onboarding Meeting: Peer mentors (new and returning) participated in an onboarding session focused on program updates, clarifying role expectations, and strengthening strategies to support TRIO participants. Key outcomes included a review of roles and responsibilities, communication strategies for proactive check-ins, and coordination for upcoming events such as Understanding StudentLingo. Mentors also exchanged feedback and strategies to enhance their impact.

StudentLingo Online Workshops: The StudentLingo platform remained an important self-paced resource for TRIO participants in September. Below is a summary of usage:

- **Total Learners:** 181
- **Total Content Views:** 96
- **Total Content Completions:** 27

Engagement reflects a wide range of student interests, including wellness, academic support, and skill development. Overall, StudentLingo continues to serve as an effective tool for reinforcing persistence and personal growth outside of scheduled advising sessions and workshops.

Recruitment/Outreach

The program accepted 23 new participants, with an additional 5 applications under review. Recruitment efforts included:

- Outreach via Canvas announcements, email campaigns, and faculty referrals.
- Tabling at campus events to raise awareness about TRIO SSS services.
- Collaboration with Student Affairs offices to connect incoming students to TRIO resources early in the semester.

Enrollment to Date: As of September 2025, TRIO SSS has enrolled 189 participants out of the 230 annual target, representing 82.2% of capacity. Recruitment remains active, with continued outreach to ensure full enrollment is achieved in the coming months.

Professional Development

Council for Opportunity in Education (COE) Annual Conference, Chicago, IL (9/7–9/10/25):

Highlights included a meeting with the U.S. Department of Education’s TRIO Director, James Davis, to review FY2025 priorities and program initiatives. Additional sessions covered policy updates on performance measures, compliance, and budget considerations, along with workshops on retention, transfer, data-informed practices, and student advocacy. Networking with peer institutions further strengthened professional collaborations and shared best practices.

Looking Ahead

A variety of workshops, transfer-focused activities, and cultural/educational trips are planned for the academic year. These initiatives will provide participants with opportunities to enhance persistence, retention, and engagement both in and beyond the classroom.

TRIO UPWARD BOUND MATH & SCIENCE (UBMS) PROGRAM

Number Funded to Serve: Objective in Progress

- **Target Enrollment:** 62
- **Actual Enrollment:** 45 students (73% capacity) minus 17 HS graduates
- **New Recruits for 2025–26:** 12 new students for enrollment 10/1/25. By the beginning of the grant year, October 1, 2025, we will have **57** students and continue to assist in enrollment with the interested students from the September outreach.

Outreach and Recruitment

During September, UBMS focused on recruitment for the upcoming 2025–26 school year. Outreach efforts were conducted across all four target high schools:

Target School	Date	Student interest #	Student Recruits for 10/1/25 enrollment
Academy of College & Career Exploration (ACCE)	Set. 18,2025	17	3
Digital Harbor High School	Sep 24, 2025	10	2
National Academy Foundation (NAF)	Sept. 24, 2025	20	5
Edmondson-Westside High School	Sept. 17, 2025	5	2

Recruitment activities emphasized UBMS program opportunities, college readiness resources, and STEM engagement initiatives.

Program Highlights

- September marked a key planning period in preparation for the **October 1, 2025 grant year start date to include partnership discussions.**
 - Towson University & Temple X Partnership meeting, *September 29, 2025*
The meetings help to develop year-round support to our students through service-learning projects, internships, shadow days and interest in developing a MOU with BCCC in Towson for transfer students after completion.
- The UBMS team focused on:
 - Finalizing outreach and onboarding for new participants.
 - Coordinating fall academic enrichment sessions and STEM programming.
 - Planning for enhanced parent and student engagement events for the new program year.

Professional Development

- **COE Annual Conference – Chicago, IL, September 6–10, 2025**
This national conference provided TRIO professionals with the latest best practices in student engagement, compliance, and program management. Updates from COE leadership and Department of Education representatives addressed federal policy and funding priorities impacting TRIO programs.
- **Active Shooter Preparedness Training, September 3, 2025**
Staff participated in campus safety training focused on prevention, early identification, and response to potential active shooter incidents
- **Human Resources Training on Evaluations, September 17, 2025**
Staff attended a session hosted by Human Resources to review updated employee evaluation procedures and best practices for effective performance management.

Administrative Updates

- Completion of data collection for prior-year program closeout.
- Preparations for Annual Performance Report (APR) submission.
- Coordination with institutional partners to align academic and administrative support for the new grant cycle beginning **October 1, 2025.**

ATHLETICS

The Athletic Department is in full operation as the Women's Volleyball season has begun. In addition, both men's and women's basketball teams are preparing to start their season on October 11th. The women will kick off at home in an exhibition event, while the men will compete in a national showcase in Richmond, Virginia..Both squads were rebuilt since last year, with 22 new students. The men's team features students from Canada, England, France, Switzerland, Netherlands, Finland (who is the son of an Olympic Medalist).

The 2025-26 schedules and game times for all sports are posted on the Athletic Department website. Anyone wishing to revisit home games from both the men's and women's 2024-25 basketball seasons can

view them by clicking the link on the Athletic Department website at www.bcccpantthers.com

Intramural and open gym recreation continues this fall. The schedule was developed after consultation with faculty members who teach courses in the physical Education Building.

STUDENT SUCCESS CENTER

Advising Sessions:

- Most visits were on Tuesdays and Wednesdays.
- More students arrived between 10 am and noon.
- Most students presented for assistance with Academic Planning, Other, and Career Advising.
- As compared to September 2024, there was little difference in the number of visits.

Advising Sessions Raw Data:

Month		Spring 2025
	September 2024	
Advising	857	858

September: Week Of	Count	Average Wait Times	Average Session Times
9/1/25-9/6/25*	209	36	23
9/8/25 -9/12/25	202	33	24
9/15/25-9/20/25	177	29	27
9/22/25 - 9/26/25	192	18	29
9/28/25 - 9/30/25	78	11	32
Total/Average	858	25.4	27

**Holiday Week: No Monday Hours*

Service Type	Total Services September
Academic Planning	496
Academic Standing (Warning and Probation	34
Career Advising	107
Completion/Graduation	22
Other	165
Panther Success	2
Satisfactory Academic Progress (SAP)/Financial Aid	28
Transfer Advising	44
Withdrawal/Drop Class	9
Group Advising	2
No Response	67
Total of Departmental Services**	976

***Students can present for more than one service at a time, so this total is different from the total number of students served.*

Operations Highlights:

- **Hiring:** The Student Success Center welcomed a new Academic Advisor, Ms. Kiana Harvey, on September 22, 2025. We are in the reference stage for a candidate to fill the final open Academic Advisor position.
- **Panther Success:** The Student Success Center is amid a recruitment campaign for Panther Success program participants. Targeted invitations to join have been sent to MSP and International students, as well as students who were placed on Academic Warning at the end of Summer. In the month of September, 53 students completed the Panther Success Interest form and 31 were eligible and offered admission.

Operations Next Steps:

- **Group Sessions:** The Student Success Center will host the Fall Transfer Fair on October 14, 2025, in the PEC. Approximately 30 schools will be in attendance to share with students their programs and how to continue their education once they leave BCCC.
- **Panther Success:** In keeping with our goal of providing students with more learning opportunities beyond Advisor meetings, this Fall, students will have the opportunity to earn their incentives by participating in the Better Student Workshops hosted by the Center for Academic Achievement.
- **Panther Success Recruitment:** Student Success Center staff will visit select first year classes to tell students about the Panther Success program and invite them to join.

TESTING CENTER**Summary of Testing Appointments**

Liberty Campus Testing Center administered 1,629 exams for BCCC students and community members. The data table below provides a breakdown of the testing appointments that occurred in September 2025.

Exam Name	Exams Administered	Revenue
Accuplacer	249	
Accuplacer ESL	1	
Accuplacer MSP	1	
Accuplacer MSP ESL	0	
Accuplacer ATB	0	
Accuplacer HS Testing	0	
Accuplacer Retest	10	
BCCC Course Exams	5	
Biology Exemption	10	
Biology Exemption Retest	2	
CLEP	2	\$67.90
Computer Literacy	15	
Computer Literacy Retest	4	
External Accuplacer	0	\$0.00
External Course Exams	10	\$373.45
GED	41	
PearsonVue IT Exams	17	

Parapro	33	\$711.90
Placement Bonanza Event	0	
TEAS	18	\$712.95
Total Exams Given	418	
Total Number of Individuals Tested	346	
Total Revenue Generated	\$1,866.20	

Data Breakdown

- BCCC Testing Center administered 418 exams in-person to 346 individuals (unduplicated)
- PearsonVue Revenue
 - September revenue earned will be released mid-October
 - August Revenue: administered 41 exams and earned \$386.25 in revenue

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
45	116	98	72	55	32

FINANCIAL AID

In September 2025, the Office of Financial Aid continued to support students through effective aid processing, strategic outreach, and cross-department coordination. The office disbursed \$3,252,276 in Pell Grant funds for the first Fall disbursement, completed and submitted the FISAP on September 26 (ahead of the September 30 deadline), and assisted with the GE/FVT submission on October 1. We also hired three Financial Aid Specialists, strengthening front-line capacity. The team addressed regulatory updates, delivered student workshops, and participated in staff development.

KEY ACCOMPLISHMENTS

Aid Processing and Systems Setup: The office advanced 2025–2026 preparations.

- System setup was completed for FWS payroll in collaboration with Ellucian and Payroll.
- 1,000+ FAFSAs were imported into Banner.
- 3,400+ eligible students were packaged and awarded.
- 1,500+ students received Fall disbursements totaling \$3,252,276.

Pre-100 Financial Aid Workshops (Planning & Pilot)

To improve early financial literacy, staff visited Pre-100 classes and prepared workshop materials. Topics included:

- FAFSA submission & deadlines
- Understanding award letters
- Maintaining Satisfactory Academic Progress (SAP)
- Overview of institutional, federal, and state aid

Outreach and Community Engagement

- Hosted two FAFSA workshops per week on campus.
- Launched an outreach campaign to 1,500 students ahead of state-aid deadlines.
- Promoted FWS workshops. Two new community partners were added to the list.

- Total departments participating in federal work study (on- and off-campus): 25
- Total departments participating in federal work study off campus: 6

Regulatory Compliance and Training

- Updated internal procedures in response to FAFSA Simplification/SAI.
- Staff participated in NASFAA training focused on 2025–26 regulatory shifts.

AID SOURCE — DISBURSEMENTS FOR 2024–2025 AWARD YEAR

- Federal Work-Study (FWS): \$707,711
 - On-campus compensation: \$571,083
 - Off-campus/community service: \$118,718
- Federal Pell Grant: \$9,848,922
- Federal SEOG: \$1,053,760
- State Aid: \$371,362
- Institutional Aid: **\$115,123**

Total Aid Disbursed: \$12,786,679

STAFFING & OPERATIONS

- Three Financial Aid Specialists hired; onboarding underway.
- Continued cross-training to improve coverage during peak periods.

DISABILITY SUPPORT SERVICES CENTER

During September 2025, the Disability Support Services Center registered 10 students for renewal accommodations and conducted 24 new intakes/orientations totaling 70 students receiving services to date. The director conducted a total of 45 in-person meetings, Zoom and video conference calls with prospective students and their parents, as well as faculty, departmental Associate Deans, and Deans, to address critical concerns related to accommodative services. These meetings served as a vital platform for clarifying policies, providing guidance, and ensuring that accommodation was aligned with each student’s specific needs. To further bolster support for students with disabilities, the director and two newly placement Master of Social Work student interns conducted weekly recruitment efforts aimed at enhancing disability awareness among both existing and potential students, ensuring that the community remains informed about the available resources.

Fall 2025 Accommodations			
	Renewals	Intakes	Total
16 weeks	24	12	36
14 weeks	10	24	34

Total Students for Renewals and Intakes for the Fall: 70

STUDENT SUPPORT & WELLNESS SERVICES

The Student Support and Wellness Services (SSWS) office served approximately (74) students, virtually and in person via office visits, intakes, and scheduled counseling sessions with (36) new student service requests. The Counselors, Cortney Merritt, LMSW and Brian Taltoan, LCPC, conducted counseling intakes and facilitated (38) in-person (in-office) and virtual (telehealth) individual counseling sessions.

This month students present with issues surrounding school-related stress, relationship issues, anxiety, depression, time management, and coping skills.

Eleven members of the faculty and staff contacted SSWS for counseling support, event planning, or community resources. There were (5) classroom presentations facilitated this month. We continue to partner with the staff/faculty at Harbor Place to ensure all students are served.

SSWS submitted a grant proposal to provide services and resources to students around gaming addiction.

STUDENT LIFE & ENGAGEMENT

The Office of Student Life & Engagement spent September highlighting several different awareness initiatives and acclimating new students to the engagement opportunities for Baltimore City Community College.

Logistics Planning Committee Meetings

The Assistant Dean of Student Life & Engagement hosted bi-weekly logistics meetings. These meetings include representatives from all departments on the main campus and partners at the Harbor and RPC locations. The committee discusses upcoming events each month and coordinates logistics for each event. Many collaborations and new events occur because of these routine meetings. This semester, Assistant Dean has started working closely with representatives from the Harbor Location to increase engagement and resources. The Assistant Dean of Student Life & Engagement has been working with staff at the Harbor Location to identify the needs and use of resources, as well as a review of data that shows the increase in student traffic at programs, to create a strategic plan for enhancing programming and engagement at that location.

Hunger-Task Force Committee

The Office of Student Life & Engagement and the Student Government Association hosted monthly meetings with the Hunger-Taskforce committee. The meeting for September focused on gathering data on the Food Pantry and upcoming events to prepare to submit the grant proposal for the Hunger-Task Force Grant through MEHEC.

Inter-department Collaborations

Helping Maryland Colleges Expand OTC Contraception Access

The Assistant Dean of Student Life & Engagement currently participates in weekly meetings with the Interim Vice President of Student Affairs, Assistant Vice President of Student Affairs, Student Support & Wellness Coordinator, and representatives from the Student Government Association in the OTC Planning Committee. This committee developed a plan to implement the Over-the-Counter Contraception plan for colleges across the state of Maryland. This committee is comprised of students in response to the state mandate referenced as ***“Helping Maryland Colleges Expand OTC Contraception Access”*** and aims to ensure students have access to critical reproductive health resources across campus settings.

Athletics

On Friday, September 19, 2025, the Office of Student Life & Engagement partnered with the Athletics Department to host the “Panther Spiker Night”. The Volleyball team hosted a triple play game in the

Physical Education Center. The Office of Student Life & Engagement allowed Student Leaders to bring spirit to the game and distributed free t-shirts and BCCC branded giveaways to those who attended any of the games.

Grants Partnerships

MHECH Hunger-Free Campus Grant

The Assistant Dean of Student Life & Engagement worked with the Director of Grants at BCCC to prepare an application for a grant that will address student hunger on the college campus, leverage more sustainable solutions to address basic food needs, raise awareness of services currently offered on campus to address the needs, and build strategic partnerships at the local, state, and national levels to address food insecurity among students.

Community Engagement

Community Leadership Conference

The Assistant Dean of Student Life & Engagement continues to lead the Planning & Marketing Committee of the **15th Annual Service-Learning & Civic Engagement (SLCE) Conference**, hosted by Coppin State University on **Saturday, October 25, 2025**. This conference is a premier opportunity to foster dialogue, share innovative practices, and build meaningful connections around service-learning/ community-based learning and civic engagement. Over 16 institutions in Maryland and DC will be represented at this conference. BCCC representation will assist with the Call for Proposals and Logistics Team.

Community Service

Community Organization	BCCC Organization	Date(s)	# of Hours
Project Love Yourself	Student Leadership Club	Ongoing	3
Paul's Place Baltimore	Student Leadership Club	Ongoing	2
Panther Giving Closet	Student Government Association	Ongoing	7
		Total Hours	12 hours

September 15-19 Donation Drive

Throughout the month of September, Student Life & Engagement continues to host donation drives to receive food and clothing items. There are boxes that will remain in front of the Student Center area to collect items. Seven campus departments, including Academic Affairs, contributed to the donation drive.

Activities and Events

Event Title	Sponsoring Org.	Date	Attendance
SGA General Body Meeting	Student Government Association	9/3	24
Project Semicolon (Suicide Prevention Month)	Student Life & Engagement	9/3	13
Mind & Motion Mondays	Student Life & Engagement	9/15	14
National Voter Registration Day	Student Life & Engagement	9/16	37
Constitution Day Celebration	Student Life & Engagement, History Club, SGA	9/17	47
Make It Take It Thursdays	Student Life & Engagement	9/18	16
Inaugural Gaming Competition	Gaming Club	9/18	21
Celebrating World Alzheimer's Day	Student Life & Engagement	9/22	19
Spanish Bingo (Loteria) National Hispanic Heritage Month	Student Life & Engagement	9/24	33
Panther Leadership Workshop Series	Student Leadership Club	9/25	31
Keeping it Real Lecture Series	Student Life & Engagement	9/26	28
Celebrating You at BCCC!	Student Life & Engagement	9/30	178

INFORMATION TECHNOLOGY + REALIGNMENT TASK #9**Office of the Chief Information Officer****2025-2026 Priorities**

Priority One: Create an automated phone service that would connect students with the appropriate office and also an AI/chatbot web-based functionality.

Priority Two: Develop internal communication and centralized intranet locations for employee resources

Priority Three: Conduct a needs assessment that will determine operational technology. Identify the departments that require immediate attention and begin addressing technology needs in a tiered approach.

Priority Four: Creating a data-governance committee that continuously updates policies and procedures and share with all faculty and staff.

Priority Five: Implementation of Data Center Modernization II which backs up College data at the Liberty Campus, BioPark location and to the cloud as an additional safety measure

Area Highlights

We have successfully ensured that outdated Windows 10 computers were either replaced or upgraded prior to Microsoft discontinuing support, and the Adobe license enterprise agreement was updated whereby we were able to see cost savings for the upcoming three-year period over that of the previous contract! Additionally, we continue to make incremental improvements in the telecommunications infrastructure. We have significantly reduced monthly telecommunications billing costs and are moving forward with implementing campus-wide telecommunications training to increase efficiency and effectiveness with respect to improved communications.

Realignment Task #9**“Address the information technology (IT) and infrastructure needs of BCCC, including whether oversight by the Department of Information Technology is advisable.”**

Within this Advisory Services contract period, we have initiated several project management changes towards ensuring maximum effectiveness in implementing the remaining Ellucian ERP features. Although we have recently initiated a bi-weekly core team meeting with all project members from the various implementation disciplines, Ellucian has appointed an internal project manager to work closer with the BCCC project implementation team. Furthermore, the BCCC ERP project manager will hold meetings weekly with various BCCC vice presidents to better ensure operational outcomes and success. To ensure the project is kept in focus, the BCCC ERP project team will also brief senior leaders each week, and discuss issues, challenges and items requiring institutional decisions.

Office of Enterprise Applications

We have successfully implemented Gross Pay – Phase one, and we are in the final round of testing on Gross Pay – Phase 2 regarding employee personnel and benefit information transmitted from Banner. We continue to work with the Central Payroll Bureau and Department of Budget.

We have also updated and automated the Banner Campus Directory, which is still being tested and expected to be implemented in conjunction with the telecommunications improvement project.

The financial module configuration and migration continue to move forward as data will be migrated from the test environment to production next steps. This is expected to improve and increase operational efficiency in the finance, procurement, and budget areas.

Additionally, we are Building out Banner and CRM infrastructure to improve Workforce Development and Continuing Education operations, and we are also making improvements on Banner user provisioning / access management automation, which are in progress.

FINANCE & ADMINISTRATION + REALIGNMENT TASKS #5, #6, #10**CONTROLLER'S OFFICE*****BCCC (BALTIMORE CITY COMMUNITY COLLEGE), BCCC Foundation Audits FY2025***

The State of Maryland's new auditors, SB & Company has started work on the FY2025 audit work. This includes work for the College, WBJC-FM, CC4, Single Audit, WBJC-FM Compliance audit and the Enrollment Compliance.

Office of Legislative Audits (OLA) Audits

The Office of Legislative Audits (OLA) began its audit covering fiscal years FY2021 through FY2025 in July 2025. An entrance meeting was held in early July, followed by ongoing meetings for updates. The audit continues with continued work on multiple areas. The audit has focused on several key operational areas, including cash receipts, property, payroll, State-issued corporate credit cards, procurement, disbursements, student tuition and fees, accounts receivable, financial aid, information technology, and human resources. OLA requests remain active and are being addressed as the audit progresses.

Grants

Final Grant reports were submitted for several grants including Maryland Department of Labor Licensing (DLLR), & Regulation, Child Care Career and Professional Fund (CCCPDF), and Final Perkins Grant. The Final Title IV drawdowns for PELL FSEOG and reconciliations were prepared. The final FISAP was filed.

OFFICE OF BUDGETS

The Budget Office is currently collaborating with various departments to prepare reports required by the Maryland Department of Budget and Management (DBM) on behalf of the Governor. The preliminary FY2027 budget request was due to DBM by mid-September. In support of this submission, the Budget Office worked closely with the Controller's Office to verify fiscal data in Banner against the State's FMIS system. The financial figures have been reconciled and submitted as part of the FY2027 preliminary budget package. Additionally, the Budget Office is working with other Finance divisions and Ellucian to address ongoing Banner conversion issues, with the goal of streamlining operations and optimizing system functionality.

Appropriation/Fiscal Year (AY 2026) Revenue Summary as of 09/30/2025

Revenue Fund	Revenue Amount
General (Unrestricted)	\$ 21,598,636
Restricted	\$ 14,333,795
Total Revenue	\$35,932,431

- o Unrestricted Revenue: Total unrestricted revenue through September Appropriation Year (AY) 2026 is \$1.03 million higher than the revenue earnings through the same period in AY 2025. The primary driver is an increase in tuition and fees, Other Revenues, and State appropriations.
 - o Tuition & Fees: overall increase. The overall decrease over FY2025 of \$57 K in tuition and fee revenue. On the credit side there has been an increase, but the increased revenues are being offset by Non-Credit Tuition and Fees over the same time in FY2025.
 - o Sales, Service, Auxiliary & Leasing: decreased. - Sales, Service, Auxiliary & Leasing revenue earnings are comparable in AY2026 than at this same time in FY2025.
 - o Bookstore Revenues: Increased. - There is an overall increase in the bookstore revenue categories compared to the same period in FY2025 of \$294 K.
- o Restricted Revenue: Total restricted revenue through September 2025 (AY2026) is \$8.0 million higher than in the same period in FY2025. This is primarily due to deferred maintenance and Federal revenues.

Appropriation/Fiscal Year (AY 2026) Expense Summary as of 09/30/2025

Expense Fund	Expense Amount
General (Unrestricted)	\$ 10,088,321
Restricted	\$ 4,231,559
Total Revenue	\$ 14,319,879

- Unrestricted Expenditures: Total unrestricted expenses decreased by (\$1.2) million when compared to this same period in FY2025, primarily due to a decrease in supplies.
- Restricted Expenditures: Total restricted expenses decreased by (\$894) K when compared to this same period in FY2025, primarily due to a decrease in educational grants.

OFFICE OF HUMAN RESOURCES

The Office of Human Resources is continually improving and standardizing the gross payroll process for contractual employees. The last contractual pay period on Wednesday, October 1, 2025 has been the most successful date as all contractual employees who were scheduled to be paid received pay. In our continued commitment to process timely and accurate pay for all employees, Human Resources continues to partner and collaborate with departments to examine the processing of timesheets and training all employees of Web Time Entry (WTE) in Banner. Additionally, HR meets with IT with Advisory Services to finalize the transition to gross pay on a weekly basis and to finalize the transition with file formatting and uploading to the state.

To ensure Work-study and International Contractual student workers pay is processed accurately, Human Resources and Student Affairs (Financial Aid and the International Office) have begun meetings to document and develop Standard Operating Procedures (SOPs) to provide the process and procedures to follow when onboarding/offboarding student workers. This collaboration will reduce the delays in student pay by identifying all the required documentation that must be submitted to have them begin work.

New Employee Orientation

We are also reengineering employee orientation to provide a more comprehensive overview for new hires that integrates all areas of the college. New Employee Orientation or NEO will tentatively be launched before the end of the year. NEO will be provided to both permanent and contractual employees. Human Resources, in partnership with Cabinet Members, have identified subject matter experts or SMEs to serve on the development committee for NEO. More information will be provided as the program is developed.

Open Enrollment

Open Enrollment will commence on Tuesday, October 14th through Friday, November 7, 2025. Human Resources will work with employees during this time to assist with updates, changes, and any modifications to their health benefits and/or flexible spending accounts. Information has been sent to the BCCC Community to ensure that they have the information and opportunity to make any changes.

Excellence Awards

The Excellence Awards nomination process was scheduled to open to the BCCC community on October 1, 2025; however, we are currently finalizing the marketing plan with the Office of Advancement to officially launch by the Friday, October 17, 2025.

OFFICE OF PROCUREMENT

Procurement Awards

For the month of September, 27 contracts were awarded, amounting to \$302,876.61. These procurements were awarded in the following categories:

Work Category	Amount
Commodities	\$ 88,092.49
Information Technology Equipment	\$ 25,413.44
Information Technology Services	\$ 76,077.74
Information Technology Software	\$ 3,520.00
Maintenance	\$ 85,797.63
Services	\$ 23,975.31
Total	\$302,876.61

For the month of September, 166 credit card transactions were processed, amounting to \$86,998.95.

Bookstore

BCCC and Barnes & Noble College (BNC) continue to engage in ongoing, collaborative coordination, holding weekly meetings to address key aspects of bookstore operations, including textbook and course material delivery, technology integration, student financial access, and billing processes. Recent efforts have focused on completing TrimData testing and ensuring continuous communication with students to improve transparency and access.

To help resolve ongoing challenges and reduce their impact on students, BCCC utilizes an issue tracking system to monitor and address concerns related to course material availability, customer service, and financial reconciliation. This system supports more effective coordination and accountability across departments. Through continued collaboration with BNC and publishers, BCCC is working to streamline access to required materials and improve the overall bookstore experience. Sustained oversight and use of the tracking system remain critical to ensuring a reliable, student-centered approach.

ADVANCEMENT + REALIGNMENT TASKS #7, #8**Office of the Vice President for Advancement**2025-2026 Priorities

Priority One: Expand Institutional Access & Community Partnerships by developing a strategic, fiscally viable and sustainable industry and community partnerships plan to foster programmatic innovation and long-term collaboration igniting strong public/private funding sources. This includes promoting our brand and spreading our message as we develop a marketing strategy for seamless credit and non-Credit program pathways to promote upskilling opportunities.

Priority Two: Promote BCCC students and their stories in spaces that raise visibility and institutional impact by creating 3 premier partnerships with Baltimore City institutions that result in increased traffic to our website, increased interest in our academic and workforce programs, and increased enrollment. These partners will help establish a community outreach committee comprised of internal and external stakeholders who address academic, workforce and training needs of students seeking pathways to success.

Priority Three: Foster an internal culture of community engagement between faculty, staff and students centered on the College's core values. Host public and private community events and house community services on campus to increase the College's geographic footprint, awareness and service. This includes highlighting WBJC and its function in elevating student experience and enhancing community collaboration.

Priority Four: Expand and reimagine the Alumni experience at BCCC by accessing current alumni databases, create an Alumni Alliance and host alumni events. Develop a culture of lifelong engagement between students and alumni from enrollment to graduation.

Priority Five: Refine Development and giving that focuses on donor stewardship and engagement. Onboarding a development team to enhance donor relations, retention and secure future gifts. Complete donor database audit and segmentation and implement a strong stewardship and recognition strategy.

Realignment Task #7

“Establish Strong Relationships with Key Stakeholders.”

Federal, State, Local Outreach

The division continues its outreach efforts working with Senator Alsobrooks & Congressman Mfume's office, state representatives and the mayor's office. The College looks for ways to host public events and promote legislative updates to students, faculty and staff.

Maryland Port Commission

BCCC has met with a representative from the Maryland Port Commission to discuss potential pathways of collaboration and mutual benefits. Port Commissioner Barber has served as a liaison in keeping BCCC informed and up to date with opportunities available for collaboration.

Baltimore Ecumenical Council (BEC)

The BEC is a newly formed assembly of interfaith leaders that represent the 14 council districts in Baltimore. Their primary mission is to promote education, community, and economic mobility. BCCC was represented at their Fall meeting in September where they discussed higher education and ways to bridge the gap between middle school and college from a community perspective. They meet quarterly and BCCC has a standing invitation.

Relentless Events

In August, Relentless Events was selected as the exclusive private events arm of the Baltimore Ravens at M&T Bank Stadium. The Division had an opportunity to discuss ways in which the College can collaborate in providing potential internships for students & sponsorship. This is a new opportunity which the College will explore.

WBJC Radio Station

WBJC continues to promote BCCC and its various events, as well as expand opportunities for additional membership. The Annual Fall fundraiser is scheduled for October. The radio station anticipates meeting its goals.

Realignment Task # 8

“Develop and Market A Brand For BCCC.”

Marketing

During September 2025, the College continued to expand new strategies and focus on building engagement, enrollment, and brand on its social media platforms marketing 12-week, 10-week, and 8-week Fall sessions. Results for the month show a clear success rate, with a View rate of nearly 3 million, a Reach rate of nearly 1 million, an Interaction Rate of 5,000+, a Click rate of 20,000+, a Profile Visit rate of 10,000, and a gain in new followers of 500. From a benchmarking perspective as related to our peers in the Baltimore area, BCCC performed well above its peers in all categories. These branding opportunities yielded 75,000 new first-time visitors to the website.

In addition, the department continues to maximize a strong focus on promoting the Dual Enrollment program in partnership with Student Affairs.

The department continued to reintroduce Workforce Development non-credit programs with posts on all platforms and requests to learn more at Information Sessions. Analytics show a 117% increase in website traffic to the webpage, with 3,000 views from direct URL placement on posts.

Public Relations/Communications

During September 2025, the College continued to expand its outreach to several media outlets to expand earned media placement.

Media Outreach: The department provided responses to media inquiries on behalf of the College and proactively placed earned media messages detailing the College's continued progress in increasing enrollment.

Positive Enrollment Trends: The department specifically issued media announcements to highlight positive trends in enrollment for the Fall 2025 semester that include both credit and workforce programs.

BCCC Transfer Fair: The department is actively promoting the October 14th Transfer Fair that will host nearly 30 colleges/universities from the Delaware, Virginia, and Maryland regions.

BCCC Preventive Dental Hygiene Clinic: The department has reinstituted promotion of the BCCC Preventative Dental Clinic which services residents of the broader community.

INSTITUTIONAL EFFECTIVENESS, RESEARCH & PLANNING + REALIGNMENT TASKS #5, #12**Office of the Vice President for Institutional Effectiveness, Research & Planning**2025-2026 Priorities

Priority One: Lead data-informed decision making through operational and strategic planning and assessment for academic and non-academic units. Unit plans will align with the institutional budget process and be evaluated using MHEC, DBM/MFR and other key performance indicators.

Priority Four: Collaborate with the Office of Advancement to increase in-state and out-of-state grant funding from public and private sources. Efforts to collaborate on multi-stakeholder grants will enhance the College's competitive marketplace advantage and increase restricted and unrestricted revenue.

Realignment Task #5

"Align the budget of BCCC with realistic enrollment projections."

Area Highlights**Office of Institutional Research**

At the September 17, 2025, meeting, the Board of Trustees approved the 2025 Performance Accountability Report for submission to the Maryland Higher Education Commission (MHEC). The Trustees requested a streamlined summary of the Performance Indicators that met the benchmarks that were developed for the 2021 – 2025 cycle in the summer of 2021 with input from across Cabinet areas and approved by the Board of Trustees at its September 2021 meeting. Below are scorecards which reflect the Performance Indicators. The following should be noted when reviewing the information.

- The Performance Indicators are organized to align with the three goals of the Maryland State Plan for Higher Education: Access, Success, and Innovation.
- MHEC specifies that benchmarks should not be established for the 11 Student and Institutional Characteristics; therefore, they are excluded from the scorecard.
- There are 28 Performance Indicators and many are broken down further into sub-groups yielding a total of 66 potential benchmarks. However, in accordance with guidance from MHEC or the College's General Counsel, there are 21 for which benchmarks are not established and an additional Indicator that only had one year of trend data reported due to the small size of the population (in accordance with MHEC's suppression guidelines).
- Of the 44 remaining Indicators with benchmarks, 14 had met or surpassed their respective benchmark at least one time in the five-year period.
 - **Green highlights** denote that the benchmark was met or surpassed at least one time during the five-year period.
 - **Blue highlights** denote that the benchmark was not attained during the five-year period.

At the time the benchmarks were established, the College did not anticipate that the pandemic-driven remote learning and service environment would continue for another six months. With that in mind,

MHEC called for institutions to discuss how the institutions plan to improve performance and address the challenges that impede in the next cycle.

Revised Performance Indicators are being discussed in Maryland by MHEC in partnership with the Maryland Community College Research Group, the Community College Presidents Group, and other affinity groups. The College will engage in data review discussions to facilitate benchmarking as part of the strategic planning process that will prepare the College community for the 2026 - 2030 Performance Accountability Report cycle which requires new benchmarks to be developed and approved by the Board of Trustees.

Goal 1: Access							
1	Annual unduplicated headcount a. Total b. Credit students c. Continuing education students	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Benchmark FY 2025
		11,119	8,940	8,848	7,586	9,143	14,300
		7,025	6,358	5,761	4,924	5,697	7,473
		4,193	2,659	3,126	2,710	3,547	7,152
2	Market share of first-time, full-time freshmen	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024	Benchmark Fall 2025
		18.4%	13.2%	12.3%	12.4%	5.7%	23.4%
3	Market share of part-time undergraduates	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024	Benchmark Fall 2025
		33.7%	35.0%	32.5%	26.3%	35.6%	38.7%
4	Market share of recent, college-bound high school graduates	Fall 2019	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Benchmark Fall 2024
		36.6%	20.7%	18.4%	12.0%	10.1%	37.0%
5	High school student enrollment	Fall 2020	Fall 2021	Fall 2022*	Fall 2023	Fall 2024	Benchmark Fall 2025
		442	481	436	234	367	640
6	Annual enrollment in online/hybrid courses a. Credit, online b. Continuing education, online c. Credit, hybrid d. Continuing education, hybrid	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Benchmark FY 2025
		9,152	27,238	18,573	8,928	8,969	7,639
		135	5,330	5,672	2,558	3,411	176
		1,211	0	47	0	45	740
		0	0	0	0	87	0
7	Tuition and mandatory fees b. Percent of tuition/fees at Md public four-year institutions	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	Benchmark FY 2026
		36.8%	33.7%	33.0%	32.3%	31.6%	36.8%
	Note: The goal of this indicator is for the college's percentage to be at or below the benchmark level.						
8	Enrollment in continuing education community service and lifelong learning courses a. Unduplicated annual headcount b. Annual course enrollments	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Benchmark FY 2025
		39	43	0	7	0	78
		47	49	0	7	0	95
9	Enrollment in continuing education basic skills and literacy courses a. Unduplicated annual headcount b. Annual course enrollments	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Benchmark FY 2025
		2,981	1,707	2,258	1,825	2,359	3802
		5,572	3,244	4,179	3,340	3,956	7,604
10	Adult education student achievement of: a. At least one ABE educational functioning level b. At least one ESL educational functioning level	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Benchmark FY 2025
		21.5%	23.4%	26.5%	17.0%	24.4%	36.2%
		24.8%	24.5%	22.5%	19.7%	23.9%	43.3%
11	Minority student enrollment compared to service area population a. Percent nonwhite credit enrollment	Fall 2020	Fall 2021	Fall 2022	Fall 2023	Fall 2024	Benchmark Fall 2025
		92.7%	94.5%	95.5%	95.2%	90.2%	93.0%
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Benchmark FY 2025
	b. Percent nonwhite continuing education enrollment	97.4%	90.0%	89.2%	88.6%	97.2%	92.0%

Goal 2: Success							
		Fall 2019 Cohort	Fall 2020 Cohort	Fall 2021 Cohort	Fall 2022 Cohort	Fall 2023 Cohort	Benchmark Fall 2024 Cohort
14	Fall-to-fall retention						
	a. All students	31.2%	39.3%	37.5%	43.1%	35.7%	36.0%
	b. Pell grant recipients	35.0%	55.4%	44.7%	55.1%	43.4%	40.0%
	c. Developmental students	31.3%	40.2%	36.6%	48.2%	37.0%	36.0%
	d. College-ready students	29.3%	38.5%	56.1%	48.0%	55.2%	34.0%
		Fall 2016 Cohort	Fall 2017 Cohort	Fall 2018 Cohort	Fall 2019 Cohort	Fall 2020 Cohort	Benchmark Fall 2021 Cohort
15	Developmental completers after four years	36.4%	34.9%	38.8%	39.6%	41.7%	46.0%
		Fall 2016 Cohort	Fall 2017 Cohort	Fall 2018 Cohort	Fall 2019 Cohort	Fall 2020 Cohort	Benchmark Fall 2021 Cohort
16	Successful-persister rate after four years						
	b. Developmental completers	77.6%	75.1%	67.7%	66.1%	73.4%	82.6%
	d. All students in cohort	57.7%	62.2%	53.0%	50.9%	63.8%	62.7%
		Fall 2016 Cohort	Fall 2017 Cohort	Fall 2018 Cohort	Fall 2019 Cohort	Fall 2020 Cohort	Benchmark Fall 2021 Cohort
18	Graduation-transfer rate after four years						
	b. Developmental completers	43.7%	54.7%	41.6%	45.0%	54.0%	71.1%
	d. All students in cohort	36.7%	43.3%	35.9%	34.8%	49.5%	51.5%
		AY 19-20	AY 20-21	AY 21-22	AY 22-23	AY 22-24	Benchmark AY 2024-25
21	First-year GPA of 2.0 or above at transfer institution	87.8%	84.6%	78.8%	76.7%	81.0%	90.3%
		FY 2019 Graduates	FY 2020 Graduates	FY 2021 Graduates	FY 2022 Graduates	FY 2023 Graduates	Benchmark FY 2024 Graduates
22	Graduate transfers within one year	70.1%	48.5%	46.8%	50.4%	46.2%	48.0%
Goal 3: Innovation							
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Benchmark FY 2025
23	Credit program pass rates in licensure/certification examinations required for employment						
	a. Nursing - National Council	77.1%	81.7%	78.0%	72.3%	88.5%	90.0%
	Number of Candidates	48	71	41	47	26	
	b. Licensed Practical Nurse - National Council	80.0%	73.3%	66.7%	65.2%	100.0%	90.0%
	Number of Candidates	10	15	12	23	16	
	c. Physical Therapy - Assessment Systems	100.0%	88.9%	66.7%	57.1%	100.0%	90.0%
	Number of Candidates	11	9	6	7	1	
	d. Dental Hygiene - National (Written) Board	100.0%	Not Applicable*	92.9%	75.0%	50.0%	90.0%
	Number of Candidates	13	0	14	16	10	
	e. Respiratory Care - MD Entry Level Exam	100.0%	100.0%	100.0%	100.0%	87.5%	95.0%
	Number of Candidates	8	8	4	8	8	
	* Due to COVID-19 related delays.						
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Benchmark FY 2025
26	Enrollment in continuing education workforce development courses						
	a. Unduplicated annual headcount	1,439	1,337	1,284	914	1,224	2,472
	b. Annual course enrollments	1,831	2,164	1,940	1,973	2,661	3,296
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Benchmark FY 2025
27	Enrollment in Continuing Professional Education leading to government or industry-required certification or licensure						
	a. Unduplicated annual headcount	739	744	739	809	1,192	2,472
	b. Annual course enrollments	1,023	1,254	1,246	1,382	2,357	3,296
		FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	Benchmark FY 2025
28	Enrollment in contract training courses						
	a. Unduplicated annual headcount	726	506	392	262	181	2,025
	b. Annual course enrollments	1,057	1,035	610	469	329	2,700

Institutional Accreditation

The [Middle States Commission on Higher Education](#) (MSCHE) requires that BCCC meet the seven (7) rigorous and comprehensive accreditation standards, which are addressed in the context of our mission and within the culture of ethical practices and institutional integrity expected of accredited institutions. Five (5) principles guide the analysis in each of the seven standards.

College's accreditation was reaffirmed by MSCHE in 2024, following an extensive self-study process. The College has been accredited by MSCHE since 1963. To maintain accreditation, BCCC must demonstrate that it meets the MSCHE requirements of affiliation. Compliance is expected to be continuous and validated periodically.

BCCC operates in a constant mode of continuous improvement and self-assessment. Focused planning and implementation efforts to maintain institutional compliance. Particular attention is currently being paid to *Standard II* and *Standard V*.

Standard II

Ethics and Integrity

Ethics and integrity are central, indispensable, and defining hallmarks of effective higher education institutions. In all activities, whether internal or external, an institution must be faithful to its mission, honor its contracts and commitments, adhere to its policies, and represent itself truthfully.

- Updating College Policies w/ Input from Faculty & Staff
- Finalizing the Shared Governance Infrastructure for Program, Planning, Policies, & Procedures

Standard V

Educational Effectiveness Assessment

Assessment of student learning and achievement demonstrates that the institution's students have accomplished educational goals consistent with their program of study, degree level, the institution's mission, and appropriate expectations for higher education institutions.

- Faculty leadership from the Curriculum & Instruction Committee, Student Learning Outcomes & Assessment Committee, General Education Committee, and Program Review & Evaluation Committee are collaborating with the Office of Assessment and Office of Institutional Research to review performance data and work on program and course learning outcomes.
- The Office of Assessment is collaborating with the Workforce Development & Continuing Education leadership team to work towards finalizing the learning outcomes efforts.

Office of Grants Development

The Office of Grants Development is pleased to highlight the performance of key grants, demonstrating measurable progress in student achievement, workforce readiness, and community engagement.

Academic Affairs

Child Care Careers and Professional Development Fund (CCCPDF)

- Recruitment increased from 25% to 35% by June 2025.
- Retention rate remained at 100% (23 of 23 students remained active).
- Ten students completed degree programs, all graduating with GPAs of 3.0 or higher, exceeding the 2.5 requirement.
- CCCPDF continues to strengthen Maryland's childcare workforce by supporting degree attainment for licensed providers in early childhood education fields.

Advancement**Maryland State Arts Council – WBJC Radio**

- Engaged an average of 94,100 weekly listeners, achieving full audience outreach goals.
- Expanded regional cultural influence across six states through radio, streaming, and events.
- Listener demographics demonstrate broad diversity:
 - Age distribution: 21% under 24; 21% ages 25–54; 21% ages 55–64; 23% ages 65–74; and 14% over 75.
 - Gender: 49% male, 51% female.
 - Race/Ethnicity: 71% White, 16% Black, 13% Hispanic.
- WBJC continues to advance BCCC’s mission by fostering community appreciation for classical music and the performing arts.

Student Affairs**TRIO Upward Bound Math & Science (UBMS)**

- 55% (37 of 63) of participants achieved a cumulative GPA of 2.5 or higher.
- 100% of seniors (10 of 10) attained proficiency in State math and reading/language arts assessments.
- 100% of participants continued education or graduated, indicating strong academic persistence.
- 100% (10 of 10) of graduates completed a rigorous program of study.
- 90% of graduates enrolled in postsecondary education immediately following graduation or by the next term.
- 50% of eligible alumni have completed an associate or bachelor’s degree within six years of high school graduation.
- Continued focus is directed toward improving long-term postsecondary completion outcomes.

Workforce Development and Continuing Education**Maryland Office for Refugees and Asylees (MORA) – ESOL Program**

- 550 clients served, exceeding the target of 400 by 125%.
- Conducted 365 standardized assessments, achieving 91% of the goal of 320.
- 278 new clients began ESOL courses within 30 days of assessment, exceeding the 30% goal by reaching 70%.
- The program continues to exceed expectations in fostering English proficiency, employment readiness, and social integration for newcomers.

These grants exceeded or met expected outcomes in participant recruitment, retention, academic success, and community engagement. The Office of Grants Development remains dedicated to maintaining and expanding these achievements in alignment with Baltimore City Community College’s mission of educational access and community empowerment.

	Div	PIN #	Position	Hiring Manager
1	AA	66695	Director of Academic Achievement Center	Dr. Debra McCurdy
2	AA	66902	Dean Natural and Physical Sciences, Business, Technology, Engineering and Math	Dr. Debra McCurdy
3	AA	66748	Assistant Professor/Clinical Coordinator, Health Information Technology	Dr. Ghazanfar Mahmood/ Dorothy Holley
4	AA	66826	Assistant Professor & Program Coordinator of Computer Information Systems	Dr. Enyinnaya Iweha/ Dr. Ghazanfar Mahmood
5	AA	66878	Administrative Assistant	Aundrea Wheeler
6	AA	66762	Assistant Professor & Program Coordinator for Business Management	Dr. Enyinnaya Iweha/ Dr. Ghazanfar Mahmood
7	AA	66797	Assistant Professor of Mathematics	Dr. Enyinnaya Iweha/ Dr. Ghazanfar Mahmood
8	AA	66647	Assistant Professor & Coordinator for Psychology	Aundrea Wheeler/ Dr. Rodney Redmond
9	AA	73971	Administrative Assistant to the VP of Academic Affairs	Dr. Debra McCurdy
10	AA	66715	Associate Dean of School of Arts & Social Sciences	Dr. Redmond
11	AA	67006	Assistant Vice President, Academic Engagement & Partnerships	Dr. Debra McCurdy
12	AA	66803	Assistant Professor & Program Coordinator of American Sign Language/ Deaf Studies	Dr. Rodney Redmond
13	AA	66755	Associate Dean of School of Nursing & Health Professions	Dr. Ghazanfar Mahmood/ Dorothy Holley
14	AA	66732	Vice President of Academic Affairs/CAO	Dr. Debra McCurdy
15	AA	78507	Assistant Professor & Program Coordinator for Emergency Medical Services	Aundrea Wheeler/ Dr. Ghazanfar Mahmood/ Dorothy Holley
16	AA	78506	Transfer & Articulation Services Coordinator	Dr. Debra McCurdy
17	SA	66844	Federal Work Study Coordinator	Donna Thomas/ Saleem Chaudhry
18	SA	66875	Student Accounts Coordinator	Donna Thomas
19	SA	74210	Administrative Assistant- TRIO Student Support Services	Donna Thomas
20	SA	66663	Assistant Dean of Recruitment & Admissions	Donna Thomas
21	SA	66733	Admissions & Recruiter/Advisor	Donna Thomas



HR Active Search List as of October 8, 2025

	Div	PIN #	Position	Hiring Manager
22	SA	67005	Office Specialist (Records & Registration)	Donna Thomas
23	SA	74212	Retention Counselor, TRIO Student Support Services	Donna Thomas
24	ASP	66932	Administrative Assistant for the Vice President for Advancement	Gussener Augustus
25	ASP	66960	Director of Development	Gussener Augustus
26	ASP	66838	Associate Director for Scholarships	Gussener Augustus
27	ASP	66720	Associate Director for Alumni Relations	Gussener Augustus
28	ASP	76586	Director of Public Relations - Community Outreach	Gussener Augustus
29	WDCE	66861	Maintenance Supervisor	Michael Thomas
30	WDCE	66967	Assistant Director of Capital Projects	Michael Thomas
31	WDCE	66639	Assistant Vice President for Facilities	Michael Thomas
32	WDCE	66655	Director of Public Safety	Michael Thomas
33	WDCE	78499	Adult Basic Education Program Coordinator	Michael Thomas
34	WDCE	66843	Grounds Supervisor	Michael Thomas
35	F&A	66740	Vice President of Finance & Administration	Dr. Debra McCurdy
36	F&A	66934	Bursar/ Director of Student Accounting	Donna Thomas
37	F&A	66973	Associate Director/Associate Bursar for Student Accounts	Donna Thomas
38	F&A	66698	Senior Budget Analyst	Brandon Cohen
39	IERP	88494	Research Analyst	Becky Burrell
40	OP	66855	Director of Government Relations/Special Assistant to the President	Dr. Debra McCurdy
41	OP	66981	Executive Administrative Assistant to the President	Dr. Debra McCurdy