

BOARD OF TRUSTEES
BALTIMORE CITY COMMUNITY COLLEGE

Open Session Agenda | 4:00pm September 20, 2023 (Virtual Zoom Meeting)

Board Members Present: Chair Kurt L. Schmoke, Ms. Leonor Tannhauser Blum, Ms. Lelia Parker, Dr. Rachel Pfeifer, Mr. J. C. Weiss, Ms. Tanya Terrell, Dr. Roger Ward and Ms. MacKenzie Garvin.

Also Present: President Debra L. McCurdy

I. Call to Order

- a. Adoption of Agenda
 - i. Approval of the September 20, 2023 Agenda

Chair Schmoke asked for a motion to adopt the September 20, 2023 Agenda. Trustee Weiss moved to adopt the Agenda and trustee Pfeifer seconded it. There were no objections and the Agenda was adopted. The open session began at 4:07pm.

Chairman Schmoke made an opening statement addressing a local news station report that he described as “quite erroneous” about President McCurdy’s salary. He read the following statement:

In the interest of clarity and full transparency, I would like to take this opportunity to address President McCurdy's salary. Here are the facts. Dr. McCurdy went more than two years without being fully compensated pursuant to her contract. In 2021, the Chief Financial Officer discovered the mistake. To correct this error, Dr. McCurdy received retroactive corrective payments over a twelve-month period, primarily occurring in 2022.

The Board of Trustees takes very seriously our responsibilities as trustees of Baltimore City Community College and operates in accordance with the by-laws and values of the institution.

Chairman Schmoke went on to state that he would be glad to provide further explanation to the new Trustees but that the bottom line was that the media had reported a “bulge” or increase in Dr. McCurdy’s compensation, but that report was not true—she received retroactive payments to make up for missed pay.

Chairman Schmoke then went on to welcome and acknowledge several new Trustees:

Ms. MacKenzie Garvin, Chief of Staff, Mayor’s Office of Employment Development
Ms. Tonya Terrell, Director of Corporate Community Impact at BGE
Dr. Roger Ward, Provost, and Executive Vice president of the UMB

II. Board Actions/Consent Agenda

- a. June 21, 2023 Open Session Meeting Minutes
- b. June 21, 2023 Closed Session Meeting Summary
- c. September 1, 2023 Finance/Audit Committee Meeting Minutes
- d. Student Government Association
- e. AFSCME Local #1870 Comments
- f. Faculty Senate Comments

Chair Schmoke asked for a motion to approve the Consent Agenda. Trustee Weiss moved to adopt the Agenda and Trustee Pfeifer seconded it. There were no objections, and the Consent Agenda was adopted. There were no comments from the Faculty Senate or AFSCME Local #1870.

III. Items Removed from the Agenda

- a. Local #1870 Comments
- b. Faculty Senate Comments

IV. Presentations**a. ERP Update**

- Michael Rading, Chief Information Officer, highlighted the project status from the State Department of Information Technology, DoIT. He identified gaps and resolutions to move forward and DoIT provided a monthly health status with the following criteria: Scope, Schedule, Risks, Quality, Resources, and Cost which all received a green status and were on target.
- On September 06, 2023, the BCCC Board of Trustee approved the contract modifications for the ERP, which were subsequently approved by the Board of Public Works (BPW), to extend funding, modify extended terms, exercise the one-year renewal options and for BCCC to receive delegated authority to exercise future renewal options without BPW approval.
- A Review of Key dates from implementation in November 2020 to core module implementation to BPW contract modification was provided.
- ERP had challenges with data migration given that the legacy system did not have strict validation rules for many fields, residency codes and historical majors.
- The resolution focused on working closely with the vendor to build out additional institutional reports (cross functional work to include functional areas and vendor support).
- It was noted that cyclical operations such as end year reporting in finance and budget development only run on cycle which create challenges. Additional training to support functional areas and vendor support for configuration changes are still needed.

b. Enrollment Update

Jade Borne, Vice President of Student Affairs, provided a presentation on recruitment and enrollment efforts and discussed the following:

- The 12 weeks registration was still enrolling, and the 10-week session ends in 2 weeks and the accelerated eight-week session would end in October.

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- The demographic outreach, with information provided in English/Spanish.
 - Recruitment outreach efforts for Summer and Fall 2023 included June high school visits, a Music Festival and Fair with 2500 attendees; an MSP Fall Outreach; Dual Enrollment, on campus information sessions and e-mail, all of which generated 22,750 contacts.
 - Mayor's Scholars program enrollment for Summer Bridge term included 184 participants and 100 for Fall 2023.
 - Recruitment of more international students through ESL training and hiring of Spanish-speaking staff.
 - Trustee Ward asked what percentage of students are Spanish speaking. Vice President Borne replied approximately 6% but he reiterated that he could see the population approximately 6 Baltimore. Trustee Blum offered further support regarding the potential to expand Dual Enrollment with students from the Adelante Latina Program.

V. **New Business**

a. MHEC 2023 Performance Accountability Report

The Vice President for Institutional Effectiveness, Becky Burrell, reviewed MHEC State guidelines along with the BCCC Strategic Plan. VP Burrell touched on key points as BCCC prepares to meet State goals for Student Success, Student Access and Innovation. She discussed the following:

- A Review of The Performance Accountability Report, (PAR), as it pertains to Maryland State Goals, Community College Performance Indicators and BCCC Institutional Characteristics.
- Community College Performance Indicator highlights for annual headcount has increased by 18% and enrollment for Continuing Education increased 32%. Respiratory Care has received a 100% license examination passing rate 3 years consecutively and students are employed within one year of graduation.
- Challenges were COVID and competing plans and priorities. The focus of the College's strategic plan will include the alignment of all plans, goals and objectives. The Cabinet is scheduled for a Planning Retreat in October that will focus on a comprehensive alignment of strategies.

Chairman Schmoke commented the good news outweighed the bad. Trustee Ward commented, great outcome for the Respiratory Program. Key attributes make it successful, which can be scaled across all programs.

- Finance/Audit Committee Special Meeting September 1, 2023

A Special Meeting of the Finance Committee was scheduled to review funding approvals and the initial review of the Cultural Diversity Report.

i. MHEC Cultural Diversity Report

Jade Borne, Vice President of Student Affairs, summarized the Cultural Diversity report. He reported documents were completed and were due on September 1, 2023. He outlined primary goals the College needs to accomplish as indicated in the summary of his presentation. The focus was directed toward an increase in enrollment to include underrepresented groups such as ESL, Military Refugee, and the Mayor's Scholars Program.

Dr. Borne indicated the next Cultural Diversity Report would need to be submitted by September 01, 2024.

Chairman Schmoke asked for a motion to approve the Cultural Diversity Report; Trustee Weiss made the motion, and it received a second from Trustee Ward.

- ii. Approval Requests
 - a. Nursing Cooling Towers
 - i. Control Sources, LLC \$156,246 (Rescind)
 - ii. BMC Services, LLC \$128,455 Base Bid
\$29,956 Alternate
 - Total \$158,411
 - iii. Shoreline Mechanical, LLC \$165,965
 - iv. Best Mechanical Service, LLC \$169,956
 - b. Construction of Security Kiosk \$237,000
 - c. Strategic Plan Consulting (Credo) \$107,000

Anna Lansaw, Director of Procurement, confirmed BMC Services, LLC should have been awarded the Sole Source contract for The Nursing Cooling Tower. Ms. Lansaw indicated the error and that BMC did follow guidelines. There was an additional \$29k for piping needed. Control Sources, LLC. never submitted information for piping. Ms. Lansaw confirmed that no vendors were contacted and awarded the bid for The Nursing Cooling Tower and therefore the contract can be rescinded and awarded to BMC Services, LLC. Chairman Schmoke moved to approve to rescind the contract for Control Sources, LLC. Trustee Terrell asked if there were any consequences. Ms. Lansaw confirmed vendors were not notified or contacted. Chairman Schmoke asked for a motion to accept the report of the Finance Committee. Trustee Weiss moved to accept, and Trustee Ward seconded the motion. There were no objections.

iii. Financial Monthly Performance Report

Mr. Aubrey Bascombe, Vice President of Finance, presented the monthly financial performance report. The Board was informed about the College' financial performance in a year-over-year comparison. The presentation contained details about the College's Revenue, Total Expenses, Unrestricted Revenue, Restricted Revenues, Expenditures by Category and Current Expenses by Division.

VI. College Policies

None

VII. President's Report

President McCurdy summarized that the September Board information reflects June reports and July reports from the respective Cabinet as the Board does not meet during the Summer. She provided information on the following:

- Noted the Strategic Plan overall and affordability.
- Students can attend college free if their financial aid and other funds are packaged. For the fall 2024, HERF fund was used to fund textbooks.

- Information was provided to compare BCCC tuition with other two-year institutions in Maryland which included instate residents, and out of state/International. BCCC has the lowest overall tuition making the College number 1. Tuition has not increased in approximately 6 years.
- Finance approved \$237,000 for the construction for the Security Booth.
- Credo is the consultant entity who will start working with BCCC on the next phase of the Strategic Plan.

No further action was needed from the Board; this was approved through the Finance Committee. There were no further questions.

VIII. Active Search Listing

IX. Motion for Adjournment

Chairman Schmoke asked if the Governor was planning a visit before the holiday. President McCurdy responded yes, and that the visit was upcoming. Chairman Schmoke suggested we would revisit having the Board Meetings on site. He looked forward to completion of the Loop Road by the time the Board meets on site. There were no other questions and Chairman Schmoke asked for a motion to adjourn at 6:07pm which was provided by Trustee Pfeifer and seconded by Trustee Ward.

The Chairman read the following closing statement:

Pursuant to the General Provisions Article, Sections 3-305(b) (1), (7), (8), and (9), the meeting will now be closed 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 filed by individual employees; and
- Discuss matters related to collective bargaining.

He stated that the closed session would convene at 6:15pm.

Attendance Participants:

President McCurdy
Kurt Schmoke
Anna Lansaw
Kristin McFarlane
Tanya Terrell
Rachel Pfeifer
Gussener Augustus
Roger Ward
Aubrey Bascombe
Maria Rodriguez
Leonor Blum
J.C. Weiss
Michael Rading
MacKenzie Garvin
Katherine Zurlage
Eileen F. Hawkins
Michael D. Thomas
Jade Borne
Lyllis Green Dr.
Jacqueline Hill
Becky Burrell

BCCC Faculty/Staff Attendees:

Cortney Merritt
Cherrylynn Williams
Natasha Williams
Wanda Walker
Keenan Jones
Bryan Miller
Russell Watkins
Rachel Frank
Rasheedah Evans
Omar Cox
Aundrea Wheeler
Freida Davis
Michael Berends
Taylor Millner
Alexis Williams
Stanley Cavouras
Ursula Subeer
Christina Carter
Abdon Chica
Matt Carpenter
Dean Thomas
Sylvia Rochester
Karen Allen Curtis
Glenn Peterson
Cynthia Wilson

Shannon Guy
David Hase
Daymon Stewart
Brett E. King
Kathy Hastings
Katana L. Hall
Caren Jones
Katherine Zurlage
Eve Burton
Professor Kimara
Shawnette Shearin
Chris Jordan
D. FitzGerald Smith
Sung Yoon Kim
Brian Terrill
Antwan Degross
Saleemah Franklin
Rodney Johnson
Karen Tillery-Williams
Theresa White
Pam Hendrick
Susan Gruz
Omar Gaston
Joan Fountain

Theresa Tunstall
Nena Kutniewski
Charice Hayes
Elena Uribe
Geovania Ellis
Courtney Ross
Ishwor Aryal
Afryea Lucas
Cassidy Keller
Dorothy Byam
Dee Simpson-Bradsher
Nisha Thomas
Cassandra Wilks
Natalie Comas
Noah Grant
Denise Holland
Jason Quick
Phil G. Gatling Jr.
Leslie Jackson
Kytica Crawford
Victoria Fuller
Melissa Baldwin
Myra Mccullough
Valerie Grays
Aquila Evans

Ants Voiter
Chuck Marquette
William Johnson
Charles N. Wilson
Sherron Edwards
Mariam Yahaya
Jamie Gillis
Elizabeth Massanopoli
Karen King-Sheridan
Nicole L. Deutsch
Katria Mooring
Peter Farrell
Kadeirdra Thompson
Pilot Samuels