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## **BOARD OF TRUSTEES**

### **BALTIMORE CITY COMMUNITY COLLEGE**

Open Session Minutes | June 17, 2020

Virtual Session via Zoom

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**Board Members Present:** Chairman Kurt L. Schmoke, Esq., Mr. Jason Perkins-Cohen, Mr. J.C. Weiss, III, Mr. John D. Lewis, Dr. Rachel Pfeifer, Ms. Leonor Tannhauser Blum, Dr. John Brothers, LP.D.

**Board Member Absent:** Ms. Lelia F. Parker, Esq.

#### **CALL TO ORDER**

Chair Schmoke called the Open Session Board Meeting to order at 4:03 p.m.

#### **ADOPTION OF THE AGENDA**

##### **A. Adoption of the June 17, 2020**

**ACTION:** Chair Schmoke requested a motion to adopt the June 17, 2020 Meeting Agenda. Trustee J.C. Weiss motioned for the adoption of the June 17, 2020 Agenda and Trustee Leonor Tannhauser Blum seconded the motion. The Board unanimously approved the motion.

#### **BOARD ACTIONS / CONSENT AGENDA**

Chair Schmoke requested a motion to accept the following agenda items:

- A. Approval of the May 20, 2020 Minutes**
- B. Student Government Report**
- C. AFSCME Local #1870 at BCCC Report**
- D. Faculty Senate Report**

**ACTION:** Chair Schmoke requested a motion to approve the Board Actions / Consent Agenda. Trustee J.C. Weiss motioned for approval of the Board Actions / Consent Agenda, and it was seconded by Trustee Jason Perkins-Cohen. The Board unanimously approved the motion.

#### **NEW BUSINESS**

##### **A. Enrollment and Mayor's Scholars Program (MSP) Report**

Dr. Debra L. McCurdy shared that the Enrollment and Mayors Scholars Program report is part of the College's legislative mandate and was submitted to the Joint Chairs of the budget committees of the Maryland General Assembly on June 15. The report addresses Realignment Task #3 on Enrollment and was comprehensive on the 10 student subpopulations at BCCC.

Dr. Singleton added that those subpopulations are:

1. Currently Enrollment Students/Retention;
2. Dual Enrollment;
3. Near Completers and Complete College Baltimore;
4. LatinX;
5. Veterans and Military Students;
6. International Students;
7. Year Up;
8. Workforce Development and Continuing Education;
9. Promise Academy; and
10. Granville T. Woods Scholars Program

Dr. Debora Johnson-Ross shared that the MSP Summer Bridge will be held virtually beginning July 1. The Summer Bridge will offer different course selection for students. Previously, students could take up to three credits; this year, depending on placement, students can receive four to six credits. Developmental courses will still be offered as well. These changes are intended for students to move into fall with much stronger academic preparation. Additionally, there will be a special focus to make sure students are ready for college-level courses online and wrap-around support services will be available online as well.

Dr. McCurdy stated that projections for MSP are in line with last year and the target is 400 students for this cohort. Dr. Johnson-Ross shared that 266 students were currently confirmed.

The Enrollment and MSP report has been provided to the Board for information and does not require Board approval.

Trustee Perkins-Cohen asked how BCCC is supporting students with technology needs. Dr. McCurdy stated that the College is providing information on hotspots and that discussions are ongoing about providing laptops. The possibility of using CARES Act funding to meet technology needs of students is being reviewed.

Mr. Stephan Byam shared that at the start of the pandemic, the College sent communications to students about internet providers that were providing free services. In addition, the College provided laptops to students who expressed a need. Dr. McCurdy stated that BCCC has not extended the option to pay for home internet access.

## **B. Information Technology Plan Update**

Mr. Byam shared that the Information Technology Plan Update is part of the College's legislative mandate and will be submitted to the Joint Chairs of the budget committees on July 6. Three topics are included in the report: Readiness for Enterprise Resource Planning (ERP); Safeguarding student data; and Malware protection.

Mr. Byam also stated that two proposals were received for the ERP Request for Proposal (RFP) and that review of the submissions has begun. Dr. McCurdy shared that the hope was that by the end of the summer the College would be able to make an announcement about the ERP selection.



Chair Schmoke noted that the Faculty Senate report raised concern about not having the technology infrastructure to teach online. Dr. McCurdy shared that the College has made tremendous progress with increasing our technology capacity and support. Mr. Byam stated that student access to Canvas, BCCC's learning management system, is currently the biggest hurdle. Additional training for students and faculty is a priority.

Dr. Liesl Jones shared that in Health Sciences, exams must be proctored. In addition, faculty and students received Canvas training. Through this training and a 20-hour course, the College now has a fully certified faculty for online teaching.

Trustee Weiss inquired about the status of one of the ERP RFP respondents needing additional time. Mr. Byam stated that the issue with the respondent has been cured and the College has two proposals to evaluate.

### **C. Cultural Diversity Report**

Dr. Stanley Singleton shared a draft of the annual Cultural Diversity Report that will be submitted to the Maryland Higher Education Commission (MHEC) and stated that much of the work to be accomplished will be done by the Diversity, Equity, and Inclusion committee.

Five goals are outlined:

1. To cultivate and sustain a diverse and multicultural student body that is reflective of the global community by recruiting, retaining, and graduating ethnic minority students that are under-represented in higher education.
2. To integrate the principles of diversity, equity and inclusion into all aspects of College life.
3. To identify impediments to creating a diverse and inclusive environment, propose solutions to overcome those impediments, and measure progress at all levels of the College.
4. To ensure a variety of channels are utilized to attract and retain a diverse, qualified, and competitive applicant pool of faculty and staff.
5. To provide a supportive and nurturing learning environment to prepare students to collaborate with diverse communities in a culturally sensitive manner.

BCCC offers the professional development workshops on: Safe Spaces, Stereotypes & Microaggressions, Diversity & Inclusion, Generational Issues, Diversity on Campus, and Conflict Resolution.

**ACTION:** Chair Schmoke called for the motion. Trustee John Brothers motioned for the approval of the Cultural Diversity Report and Trustee J.C. Weiss seconded the motion. The Board unanimously approved the motion.



## COLLEGE POLICIES

### Sexual Misconduct Policy

Dr. McCurdy stated that the Faculty Senate did not express any concern with the Sexual Misconduct Policy but requested the procedures as well. The procedures will be developed in line with other institutions. Ms. Maria Rodriguez shared that BCCC will establish procedures to

impose appropriate sanctions. The policy and procedures must be in place by August 14. The Board is not required to approve the procedures, only the policy.

**ACTION: Chair Schmoke called for the motion. Trustee J.C. Weiss motioned for the approval of the Sexual Misconduct Policy and Trustee Leonor Tannhauser Blum seconded the motion. The Board unanimously approved the motion.**

## PRESIDENT'S REPORT

Dr. McCurdy shared that BCCC would not be charging students for summer textbooks. CARES Act funding is being used to cover the expense. Student Aid from the CARES Act has also begun to be distributed.

Dr. McCurdy provided an update on the planning for the return to Campus. A small working group of cabinet members developed the framework for the eventual return. The College is using many other institutional plans as a backbone to assist, including Johns Hopkins' new planning guide. The draft plan framework includes four phases within a 10-month timeline from March - December 2020.

The framework consists of the following seven strategies:

1. Communications
2. Campus and Site Occupancy
3. Health and Safety
4. Classroom Instruction
5. Student Support Services
6. Technology
7. Finance and Operations

Dr. McCurdy shared that it was initially very difficult to deal with the accrediting bodies, especially with clinical sites. Legal review is also being done to see what type of documents the accrediting bodies are requiring. Student have complained about the conditions that some of the accrediting bodies put in place. Dr. Jones shared that the parents of students in the dental program rallied around the students and the College to get some relief for our dental students. The College is still dealing with issues with the PTA program. The accrediting body has been inflexible and Academic Affairs along with faculty are attempting to work with them.



Chair Schmoke raised the letter received from AFSCME Council 3 and Local 1870. Dr. McCurdy stated that AFSCME has said it was looking at all requirements in place to ensure the safety of staff. Some of the requests made by AFSCME may be a challenge around specific cleaning, screening, health conditions, and fear of returning to work. BCCC is taking everything into consideration. Chair Schmoke asked that Dr. McCurdy let the Board know of any way that they can assist.

Trustee Weiss remarked that Dr. McCurdy's statement on the killing of George Floyd was the best written statement that he had read. Dr. McCurdy shared that the statement will be posted on the website and acknowledged that these killings impact us all and that we must continue the dialogue and support our community.

### **MOTION FOR ADJOURNMENT**

**Chair Schmoke requested a motion, under the State's Open Meeting Law to adjourn the June 17, 2020 Open Session Meeting at 5:05 p.m., and to reconvene for the Closed Session. Trustee J.C. Weiss motioned for the adjournment of the June 17, 2020, Open Session Meeting and Trustee John Brothers seconded the motion.**

### **NEXT MEETING: September 16, 2020**

#### **Attendance:**

- Dr. Debra L. McCurdy, President
- Ms. Maria Rodriguez, Esq., General Counsel
- Dr. Stanley Singleton, VP of Student Affairs
- Ms. Dawn Kirstaetter, VP of Advancement and Strategic Partnerships
- Dr. Liesl Jones, VP of Academic Affairs
- Dr. Debora Johnson-Ross, Director of Mayor's Scholars Program
- Mr. Stephan Byam, Chief Information Officer
- Ms. Lyllis Green, Chief Internal Auditor
- Mr. Donal Christian, VP for Finance and Administration
- Ms. Becky Burrell, VP of Institutional Effectiveness and Planning
- Mr. Michael Thomas, VP of Workforce Development

#### **BCCC Staff Present:**

Charmine Bell, Dr. Chima Ugah, Denise Holland, Edward Ennels, Daniel Izume, and Kevin Large

#### **Others Present:**

Kristin McFarlane, Assistant Attorney General, Office of the Attorney General