Baltimore City Community College
Board of Trustees Retreat
Approved
Open Session Minutes
Thursday, July 12, 2012, 9 a.m.
Mt. Washington Conference Center, Room 202

Board Members Present: Dr. Donald Gabriel, Dr. Rosemary Gillett-Karam, Mr. Jay Hutchins, Dr. Gary Rodwell, Dr. Mary Owens Southall, and Ms. Maria Harris Tildon

Board Members Absent: Ms. Pamela Paulk and Mr. Craig Thompson

Five Year Review*
President Williams stated that the five year review gives the Board a high level overview of the College’s financial, academic and student success outcomes. Trustee Harris Tildon asked what percentage of fundraising and other philanthropic gifts are reflected in the College’s budget. President Williams indicated that the grants are included in the budget, but fundraising and gifts are handled through the Foundation. Chair Gillett-Karam asked how much money was given to the Foundation. Ms. Deidre Soileau, vice president of Institutional Advancement, Marketing and Research, provided the data later during the retreat.

President Williams also highlighted functional expenses and the capital projects. Trustee Harris Tildon asked what the budget was for the Bon Secours property. President Williams indicated that the College paid $6.7 million for the property. She explained that the College became interested in the property for future expansion and additional parking. Initially, the College was renting parking from the Palladium, but the rent was going to increase from $81,000 to $240,000 annually. The former Board created a savings account with hopes to purchase the Palladium, but the owner refused to sell. However, when Bon Secours became available, the College was able to purchase it. Trustee Rodwell stated that it was also part of the projections in the Facilities Master Plan. President Williams concurred, stating that the plan projected future enrollment, capital projects and campus expansion.

*See the July 12-13, 2012, Board of Trustee Retreat packet for the full report.

Academics*
President Williams presented the Performance Accountability Report (PAR) and the Integrated Postsecondary Education Data System (IPEDS) data. Chair Gillett-Karam asked for clarity on the deleted programs. President Williams stated that many of the programs were deleted as stand alone programs, but were consolidated under other programs. Trustee Gillett-Karam asked if the College tracked the students that were impacted by the deleted programs and, if so, did any indicate that they attended other institutions. Dr. Peggy Bradford, vice president of Academic Affairs, stated that letters were sent to the students inviting them back to explore other program options, but none indicated that they had attended other colleges.

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Critical Success Factors*
President Williams stated that the Critical Success Factors are a way for the College to review critical areas within the institution. Trustee Harris Tildon asked for clarity on corporate clients. Mr. Lucious Anderson, vice president of the Business and Continuing Education Division (BCED), explained that corporate clients are local businesses that
contract with the College for customized trainings. Trustee Harris Tildon asked for clarity
on the matriculation from MAT 80 to MAT 81. President Williams stated that there are a
number of reasons why students do not matriculate from MAT 80 to MAT 81. The
College must ensure that there are no disconnects in the curriculum, and that each
student is getting the appropriate competencies before they move on to the next course.
She added that the College has instituted the Promise Academy for students that have
tested in the lowest levels of developmental education. This is a means to provide
prescriptive services to bring them up to college level.

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Financial Aid Changes*
Dr. Alicia Harvey-Smith, vice president of Student Affairs, provided an update on the
changes in the federal financial aid rules regarding the Pell grant. Trustee Harris Tildon
asked how the College is informing students about the changes. Ms. Vera Brooks,
director of Financial Aid, stated that the changes are communicated through financial aid
workshops and posted on Blackboard. Dr. Harvey-Smith added that the staff in the First
Year Experience (FYE) program inform incoming students about the changes.

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Climate Survey*
Mr. Tony Warner, executive director of Human Resources, and Ms. Charlene Gray,
president of AFSCME Local 1870, presented the results of the Climate Survey, College-
wide Supervisor Survey and Bargaining Members Survey. Chair Gillett-Karam asked
how the Climate Survey evolved. Mr. Warner stated that the College began conducting
the Climate Survey in 2007. In later years an ad hoc committee was developed to
review the results of the College's survey, surveys like the Chronicle Survey and the
Best Places to Work survey and explore best practices from other community colleges.
President Williams added that climate surveys are not that common in community
colleges, but the College can find out if the Chronicle has data on other institutions. Mr.
Warner presented the College-wide Supervisor Survey, noting that the response rate,
mean scores and institutional measures have improved in every category.

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Middles States Update*
President Williams gave a historical overview of the Middle States timeline, noting that it
chronicles all actions including when the College was placed on probation. She added
that she expects to receive the letter from the Commission by the end of the week. Dr.
Peggy Bradford stated that the College cannot begin preparing for the Self-Study until
the official letter is received from the Commission. However, the College has begun
making some preparatory arrangements. Dr. Brad Lyman, president, Faculty Senate,
provided a historical overview of the Middle States Self-Study process as it related to the
College.

Trustee Gabriel asked who is involved in the Self-Study work groups. President Williams
stated that Trustee Owens Southall was on the Steering Committee, but everyone in the
College is involved in the Self-Study process.

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College Reports*
➢ AFSCME

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Moving the College Fast Forward into the Future >>> Focusing on Student Success Discussion*
P President Williams gave an overview of the future direction of the College with respect to student success. Chair Gillett-Karam asked each Board member to comment on the information heard during the retreat. Trustee Gabriel stated that he would like to hear from more community organizations. Trustee Rodwell stated that he is pleased with the information heard during the retreat; thinks the College came together last year in a very positive way; and the College must focus on redefining itself. Trustee Hutchins stated that he is re-energized about communicating the information heard during the retreat to the population he interacts with in his daily job. Trustee Harris Tildon stated that the information presented has been incredibly helpful and the retreat was a nice opportunity to get to know the background of the College.

Chair Gillett-Karam opened the floor to other College staff for comment.

Adjournment
The Board of Trustees meeting adjourned at 3:50 p.m.

Respectfully submitted,

Carolane Williams, Ph.D.
President

*Full report on file in the President's Office