BOARD OF TRUSTEES
APPROVED
OPEN SESSION MINUTES

Tuesday, May 26, 2009, 5:35 p.m.
Rooms 125 & 126, Reisterstown Plaza Center

Board Members Present: Dr. Donald A. Gabriel, Ms. Katrina Riddick, Dr. Mary
Owens Southall, Dr. Maceo M. Williams, Mr. Garland O. Williamson, and Dr. Edmonia
T. Yates

Board Members Absent: Dr. Gary Rodwell and Ms. Kirsten Caffrey

CLOSED SESSION
The Board voted unanimously, under the Open Meeting Act, State Government
Article, Section 10-508, to convene in Closed Session at 7:51 p.m., on May 26, 2009,
in Room 128 at Reisterstown Plaza Center, to discuss several separations of
employment, the Harbor Campus procurement, pending purchase of property for
future needs of the College, and obtain legal advice.

I. PRELIMINARY PRESENTATIONS (Awards, recognitions, honors, etc.)
A. Ms. Dee Medina-Porter, Director of Human Resources, asked Dr. John Flynn,
Chair of Allied Health Services, and Mr. Ted Along, Dean of Allied Health, to
present the Excellence Award winners for fulltime and adjunct faculty.

  • Mr. Flynn introduced Dr. Karen Shallenberger, Psychology Department, as
    the Fulltime Faculty Excellence Awards winner, noting her dedication to
    academic excellence.

  • Mr. Ted Along introduced Ms. Mary Lou Young, Assistant Coordinator of the
    Fashion Design program, as the recipient of the Adjunct Faculty Excellence
    Award winner, calling her the “spark plug” of the Fashion Design program.

B. President Williams asked Mr. Kenneth Gillespie, former Student Governance
   Board President, to share a few words about his trip to the United Nations. Mr.
   Gillespie summarized his experience at the UN Summit noting that he was one of
   three students granted the opportunity to ask the Summit leaders a question which
   addressed changing the political mindset regarding urban renewal as it relates to
   the poor. He also informed the Board that he will graduate next year from Morgan
   State University with a Bachelors degree and move directly into a Masters program
   with intentions of pursuing a Doctorate degree.

C. President Williams introduced Dr. Barbara Murray, Department of Business
   Administration, Management and Marketing and Ms. Julia Pitman, Dean of
   Enrollment Management, as the Co-Chairs of the Middle States Review
   Committee.

D. Dr. Jewel Kerr Jackson, Director of Articulations and Partnerships, presented the
College with a plaque on behalf of the Baltimore City Public School System for providing a work-site and mentoring opportunity for a student in the Career and Technology Education Work Based Learning Program.

II. **PUBLIC PRESENTATIONS**
   No public presentations

III. **BOARD ACTIONS/CONSENT AGENDA** (All Actions requiring a vote.)
   The Board voted unanimously to approve the April 28, 2009, Consent Agenda, which included:
   
   - May 26, 2009, Agenda
   - April 28, 2009, Minutes
   - Key Control and Access Policy

IV. **FINANCE COMMITTEE REPORT**
   Vice Chair Yates reported that the Finance Committee recommended the Operating Budget Request Overview and the Capital Improvement Plan be approved by the Board.

   **Action:** The Board of Trustees approved the Operating Budget Request Overview and the Capital Improvement Plan.

V. **FINANCE COMMITTEE REPORT**
   Trustee Owens Southall reported that the Instructional Affairs Committee recommended the Associates of Applied Science (AAS) Robotics Program be approved by the Board for submission to Maryland Higher Education Commission (MHEC) and implementation in fall 2009.

   **Action:** The Board of Trustees approved the Associates of Applied Science (AAS) Robotics Program.

VI. **COLLEGE CONTRACTS**
   None

VII. **ITEMS REMOVED FROM THE CONSENT AGENDA**
   None

VIII. **COLLEGE REPORTS**
   A. **Student Governance Board** (Ms. Charmaine Pope, President)
      Please see the May 26, 2009, Board of Trustees Open Session Board Agenda for the full report.

      Trustee Gabriel asked how the baseball team performed this season. Ms. Pope was unsure of the team record but indicated that she would provide a follow up at the next meeting.

      Chair Williamson asked if the SGB planned any activities throughout the summer. Ms. Pope indicated that the activities will begin with Welcome Back
Week in August. Chair Williamson further asked if the SGB sends email blasts to the students to keep them connected and informed about College related events. President Williams noted that there are not a lot of planned activities over the summer because many faculty and students are not on campus. She further stated that the Student Affairs Division sends email blasts to students informing them of important dates. Trustee Riddick asked if the SGB is utilizing technology such as, Facebook, Myspace or Twitter as a mechanism to encourage student connectivity.

Ms. Pope noted that the College has a Facebook account managed by Mr. Ron Smith, Dean of Student Services, and Ms. Kathy Odell Carlson, Coordinator of Evening Services, as a means of advertising student events. In the past the students tried to maintain a Myspace account but it posed some problems. Trustee Riddick recommended that the SGB President take the responsibility of creating and maintaining an account on various social networking sites to create a forum for student connectivity. President Williams commented that the College is currently researching the potential of becoming more active on different social networking sites, but also paying close attention to the potential pitfalls.

B. Senate Executive Committee* (Dr. Carolyn Dabirsiahi, President)  
Please see the May 26, 2009, Board of Trustees Open Session Board Agenda for the full report.

Trustee Riddick asked what the SEC’s next steps were regarding the branding campaign. Ms. Vanessa Carroll, Interim Vice President of Marketing and Communications, indicated that the campaign was modified by integrating faculty suggestions.

C. AFSCME Local at BCCC* (Ms. Charlene Gray, President) 
Please see the May 26, 2009, Board of Trustees Open Session Board Agenda for the full report.

IX. COLLEGE PRESENTATIONS* 
- President Williams provided an update on the Performance Accountability Report. 

Highlights from the report are as follows:

- BCCC continues to enroll the largest number of undergraduate Baltimore City residents than any other college or university in the State.
- Eighty-four percent of BCCC students require developmental education.
- The number of financial aid recipients has declined. This trend is of particular concern due to the income of the population of students served at the College. A report developed by CampusWorks revealed that the financial aid application process may be intimidating for students. President Obama has also identified a national concern to simplify the federal financial aid process. Chair Williamson asked if there is an opportunity to write an unsolicited proposal to the Obama Administration and local legislators asking that the College be the site to research the financial aid issue. Dean Pitman noted that many times
students’ applications are delayed due to parents’ reluctance to provide the necessary financial documents. She too feels that there is a need to investigate the process, but also educate the parents about the process.

> Eighty percent of students enrolled are African-Americans, which qualifies the College as a predominately black institution. The College is currently applying for grants using this classification.

> Trustee Riddick asked if yearly benchmarks are set in addition to the five year benchmark. Ms. Eileen Hawkins, Senior Research Analyst, indicated that benchmarks are set in a five year cycle. President Williams added that in the future, yearly benchmarks will accompany the 5 year benchmarks, which will give the Board the ability to see incremental progress. Chair Williamson asked how the benchmarks are established. Ms. Hawkins replied that Maryland Higher Education Commission (MHEC) establishes the indicators by using four years of trend data and input from several affinity groups. During the second year of the cycle, the institution has the option to change the benchmarks with the approval of the Board. The next cycle for the College begins in 2011.

Chair Williamson expressed concern that the benchmarks are not established using equal standards. Trustee Riddick asked how to formulate benchmarks that will raise the expectations without prompting MHEC to deem them too aggressive and set lower expectations. President Williams provided clarification by stating that some areas will exceed the benchmarks due to resources, training, staff, etc., but MHEC sets benchmarks by using trend data. Trustee Owens Southall concurred and commented that the institution has an opportunity to support or challenge the benchmarks. She further added that it is better to exceed the goals rather than set unattainable expectations.

Chair Williamson expressed concern that the data in reports such as this is used to negatively critique the College without considering all factors involved, such as, the number of students requiring developmental education, and lack of funding and resources available to the College. Ms. Hawkins informed the Board that the College now has the opportunity to include student characteristics to the report. In addition to the data, MHEC also reviews the narrative, giving the College the opportunity to discuss the new initiatives, changes and challenges behind the data. President Williams concluded the discussion by stating that oftentimes politics play a significant role in funding and resource allocation; therefore, the successes in the report are used to lobby for the needed resources by showing the legislature that the College continues to progress in a number of areas.

X. **PRESIDENT’S REPORT** (President Carolane Williams)
Please see the May 26, 2009, Board of Trustees Open Session Board Agenda for the full report.
XI. **Miscellaneous**  
President Williams reported the following:

- The College faces a $1.4 million budget reduction and there is the potential of additional reductions including furloughs.

- The Annual Honors and Awards Banquet will be held May 27; Commencement June 6.

- Special kudos to the Fashion Design program for a very successful fashion show, and recognized Trustees Gabriel and Owens Southall for attending the event.

- Appreciation to Trustees Caffrey and Owens Southall for reading to the children in the Clarence Blount Child Care Center during "Week of the Child."

- Vice President Therese Bushner along with Professor Denfield Dowdy and Dr. Henrietta Hestick are attending the NISOD Conference where both, Professor Dowdy and Dr. Hestick, will receive their teaching excellence medallions.

XII. **BOARD COMMENTS**

- Trustee Gabriel encouraged everyone to attend the Commencement ceremony.

- Trustee Williams cautioned that the days of relying on political access are gone. A good reputation and a strong work product are necessary in today's political arena.

- Trustee Yates commended Chair Williamson for the success of his daughter and her recent graduation from Spelman College.

- Trustee Riddick commended President Williams on moving the College in the right direction and expressed her excitement about the upcoming Commencement ceremony.

XIII. **NEXT MEETING**  
June 23, 2009, Liberty Campus

The Board of Trustees meeting adjourned at 7:30 p.m.

Respectfully submitted,

[Signature]  
Carolane Williams, Ph.D.  
President

*Full report on file in the President's Office*
**ATTENDANCE:**
Dr. Carolane Williams, President

**BCCC Staff Present:**
Mr. Ted Along, Mr. Terry Bolden, Ms. Kathy Odell-Carlson, Dr. Carolyn Dabirsiaghi, Mr. Edward Ennels, Dr. John Flynn, Ms. Ann Fraizer, Mr. Murvee Gardiner, Dr. Daniel Gebre, Mr. Kenneth Gillespie, Ms. Charlene Gray, Ms. Karen Guilford, Ms. Shawn Harrison, Ms. Valerie Howard, Dr. Kathy Hausman, Ms. Eileen Hawkins, Ms. Cheryl Hinton, Dr. Jewel Kerr Jackson, Ms. Kim James, Ms. Katrina Kozarova, Ms. Nikita Lemon, Dr. Barbara Murray, Mr. Patrick Onley, Ms. Julia Pitman, Ms. Dee Medina Porter, Dr. Shanta Rao, Mr. Jerry Reichenberg, Mr. Ali Roodsari, Ms. Daviedra Sauldsberry, Ms. Karen Shallenberger, Mr. Herbert Sledge, Mr. Harry Smith, Mr. Warren Turner, Mr. Levone Ward, Ms. Eileen Waitsman, Ms. Brenda Wiley and Ms. Mary Lou Young

**Others Present:**
Ms. Maureen Walsh David, Assistant Attorney General