Baltimore City Community College  
Board of Trustees  
Approved  
Open Session Minutes  

Wednesday, September 17, 2008, 2:30 p.m.  
Gaare Auditorium, Harbor Campus  

Board Members Present: Ms. Chandra Boyd, Dr. Donald A. Gabriel, Dr. Mary Owens Southall, Dr. Maceo M. Williams, Mr. Garland O. Williamson (via telephone) and Dr. Edmonia T. Yates  

Board Members Absent: Ms. Kirsten Sandberg Caffrey and Ms. Katrina Riddick  

Closed Session  
The Board voted unanimously, under the Open Meeting Act, State Government Article, Section 10-508, to convene in Closed Session at 4:15 p.m. on September 17, 2008, in the President’s Conference Room, Liberty Campus, to discuss personnel, real estate and collective bargaining matters. 

1. Preliminary Presentations (Awards, recognitions, honors, etc.)  
   A. Dr. Therese Bushner, Vice President of Academic Affairs, announced that Professors Alireza Rooodsari, Chair of Business Information Systems Department, has been elected Region II President of the 2008 Eastern Collegiate Business Schools and Programs and Professor Cynthia Webb, Business Technology Department, was awarded the Association of Collegiate Business Schools Program College Teaching Excellence Award. 

Dr. Lexsee Waterford, Vice President of Administration, announced that Ms. Sheryl Nelson was selected as the Administrative Professional Excellence Award winner for June 2008. Dr. Waterford noted that Ms. Nelson already received her plaque but she was not present at the June Board meeting. Dr. Waterford presented Mr. Rodney Johnson, the College’s only painter, with a certificate of appreciation for his hard work and commitment to the College. 

Ms. Judy Jaudon, Vice President of Business and Finance, along with Dr. Waterford presented Mr. Joe Gatto, Procurement Specialist, with a certificate of appreciation for his assistance in procuring the new vendor, Department of Rehabilitative Service (DORS), for the cafeteria. 

Ms. Judy Jaudon also recognized Mr. Richard Harris, Department of Legislative Services. She indicated that this is his second legislative session representing Baltimore City Community College. He continues to be a great supporter of the College and does a wonderful analysis. 

B. Mr. Patrick Onley, Director of Media Services, Marketing & Publications Department, presented short video clips of the Granville T. Woods Scholars as
they departed to and returned from China. He also presented a video clip featuring Dr. Williams with Dr. Bill Cosby at a Park Heights neighborhood rally.

II. PUBLIC PRESENTATIONS
No public presentations

III. BOARD ACTIONS/CONSENT AGENDA (All Actions requiring a vote.)
The Board voted unanimously to approve the June 3, 2008, Consent Agenda which included:

- September 17, 2008, Agenda
- June 3, 2008 Minutes, with the correction that once a faculty member is hired they become a member of the Faculty Senate, not the SEC. (page 5, B, 5th paragraph)

IV. COLLEGE REPORTS
A. AFSCME Local at BCCC* (Ms. Charlene Gray)
*See the September 17, 2008, Board of Trustees Open Session Agenda for the full report

B. Senate Governance Board* (Ms. Charmaine Pope, President)
Ms. Pope highlighted the following activities:

*See the September 17, 2008, Board of Trustees Open Session Agenda for the full report

Trustee Gabriel stated that one time the Alumni Association assisted with student orientation. He asked if the Association participated in any of the orientation activities. Ms. Pope responded no. Trustee Gabriel stated that he is involved with the Association and he plans to follow up and voice his opinion. Trustee Boyd commended Ms. Pope on the excellent student participation at Convocation and asked how she plans to continue to increase student participation throughout the year. Ms. Pope stated that they promoted events through the plasma TV screen seen around campus, distribution of flyers, the BCCC website and decorative t-shirts. She went on to state that they plan to utilize any other means that would be effective in informing students of different events.

The Student Governance Board Ambassadors individually introduced themselves and presented the Board with welcome back kits given out during Welcome Back Week. Ms. Pope noted that the kit contains the “Green Edition” of the College Crier which is on a CD. The College Crier will also be posted on the BCCC website and email to students. Dr. Williams commented that the Student Ambassadors are a great representation of the College. They served as ushers at the BRAC symposium and acted as guides during registration.

Vice Chair Yates concluded by complimenting Ms. Pope on her Convocation speech. She along with the Board was very impressed with Convocation and pleased with the student participation for the event.
C. Senate Executive Committee (Dr. Carolyn Dabirsiaghi, President)
Dr. Dabirsiaghi reported to the Board the following items:

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Vice Chair Yates noted that the SEC report suggests the College is trying to improve upon the relationship and the productive of the Faculty Senate. She thanked Dr. Dabirsiaghi for the faculty support. Dr. Williams commented that the program coordinator meeting uncovered the fact that faculty is severely underpaid during the summer because they are not on contract as permanent faculty. They are paid adjunct rates. It was decided that if faculty is contracted by their Chair to work during the summer, they will be paid at their regular salary rate which equates to a 44% increase. Dr. Dabirsiaghi added it also allows for chairs and coordinators to write contracts for specific tasks that need to be completed. Vice Chair Yates stated that at the Town Hall meeting she got a good idea of the relationship that exists between the staff, faculty and the President. The camaraderie is something the College could be proud of and the Board appreciated the kind of leadership that make positive things happen. Trustee Boyd commented that she is very impressed with the faculty.

V. COLLEGE PRESENTATIONS*
BCCC Athletic Program Report (Dr. Alicia Harvey-Smith and Mr. Ruffin Bell)

- Dr. Alicia Harvey Smith, Vice President of Student Affairs and Mr. Ruffin Bell, Director of Athletics, gave a power point presentation on the College's athletic program. Dr. Harvey-Smith stated that the mission of the College's athletics program is not only to encourage but to promote the athletic and academic development of students. The program is being redefined and reshaped to provide additional emphasis on academics.

Highlights from the presentation included:

- An overview of the current and proposed athletic teams;
- Athletic accomplishments of former students;
- Facilities improvements and the revised logo and;
- The new program initiative, SASI (Student Athletic Success Initiative), is designed to focus on the academic success of student athletes by:
  - Ensuring student accountability;
  - Providing mentors and scheduled advising sessions;
  - Providing supervised study hall;
  - Encouraging student athletes to explore and select career paths or areas of interests early and;
  - Mandating athletes to attend workshops, such as time management, nutrition, note taking, etc.
Trustee Williams asked how many students responded to the recently distributed student surveys and if it was inclusive of all sports. Mr. Bell stated that two surveys were conducted that included approximately 25 different sports. The first survey was conducted during registration. Two hundred and fifty students responded. Bowling was the sport of choice; however, bowling is not a sponsored sport in the Maryland Junior College Conference so a second survey was conducted. Fifty five to sixty students responded. Soccer was chosen as the most favored sport for men and track and field and cross country for women. Trustee Williams also asked if baseball was considered a top sport in the Junior College Conference. Mr. Bell stated that the College has not filled the roster in the last 2 years but they are looking to get the program up and running this year. Dr. Harvey-Smith noted that the Athletics Department is tracking success of student athletes by assigning a code to each team. The data can be used to track student’s grade point averages, compare cross teams, monitor classes, etc. Trustee Gabriel stated in the past older athletes were honored during the Alumni Gala; however, the College will not host the gala this year. He asked Mr. Bell if they planned to host an event honoring them. Mr. Bell stated that he is working with Mr. Joann Ekeledo, Director of Alumni Relations, to determine an event that will honor former athletes. Trustee Boyd commented that she would like student athletes to become more involved with the Student Governance Board to inform students of games and increase student involvement. Mr. Bell stated that last year they began increased communications with the Student Governance Board. They plan to continue to work with Ms. Pope and Mr. Andre Williams, Director of Student Activities, to find ways to get the students more involved. They also plan to involve student athletes in registration and recruitment. Trustee Yates added that she would like to see swimming and golf programs developed at the College. Although the College does not have a pool, there are other areas in the community, i.e. Coppin State University and Frederick Douglass High School that have pools. She also asked if the College had any connections with Forest Park Golf Course. She further stated that Chairman Williamson has a major influence in that golf course.

VII. President's Report* (President Carolane Williams)
Dr. Williams highlighted the following items from the President's Report:
*See the September 17, 2008, Board of Trustees Open Session Agenda for the full report

Miscellaneous
- College Bound Foundation is working with the College to develop a retention specialist on campus.
- Business and Continuing Education Division (BCED) students achieved a 92% pass rate on the National Health Career Association Billing and Coding Specialist exam.
- The College is very pleased with the response from the Middles States evaluator. Dr. Therese Bushner, Vice President of Academic Affairs and Dr. Carolyn Dabirsiaghi, Professor of Natural and Physical
Sciences, coordinated a timely submission of the Middle State Periodic Review Report. The Middle Stated Board will meet in November. The College plans to establish a committee to work on the reaccreditation process prior to the Middle States team's visit to the College.

- The College has been notified to return $553,000. Dr. Williams and Ms. Judy Jaudon are working on making the necessary changes to the budget. Dr. Williams plans to keep the Board abreast.

VIII. BOARD COMMENTS
Trustee Gabriel commented that the College's choir is very professional and ranks among the best colleges and universities in this area. Trustee Southall wished everyone a successful year.

IX. NEXT MEETING
October 28, 2008, Harbor Campus

The Board of Trustees meeting adjourned at 4:05 p.m.

Respectfully submitted,

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, Ms. Sarah Banks, Mr. Ruffin Bell, Mr. Patrice Bobala, Mr. Stan Brown, Dr. Michelle Harris Bondima, Dr. Therese Bushner, Dr. A. Lois DeLaine, Dr. Carolyn Dabirsiaghi, Mr. Jocque Dyson, Mr. Daniel Farmer, Mr. John Flynn, Ms. Linda Hall, Ms. Deidra Hill, Ms. Scheherazade Forman, Mr. Charles Gonzalez, Ms. Karen Guilford, Ms. Charlene Gray, Ms. Shawn Harrison, Kathy Hausman, Ms. Cheryl Hinton, Dr. Jewel Kerr-Jackson, Ms. Judy Jaudon, Ms. Nikita S. Lemon, Ms. Sheryl Nelson, Mr. Patrick Onley, Ms. Julia Pitman, Ms. Michele Pollard, Ms. Charmaine Pope, Ms. Dee Medina-Porter, Dr. Shanta Rao, Mr. Jerry Reichenberg, Mr. Ali Roodsari, Ms. Anna Rutah, Ms. Ida Sass, Mr. Herb Sledge, Dr. Alicia Harvey-Smith, Mr. Renard Smith, Mr. Warren Turner, Mr. Levone Ward, Dr. Lexsee Waterford, Ms. Cynthia Webb, Mr. Andre Williams, Ms. Denitra Wilson and Mr. Alvin Winkler

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