Baltimore City Community College
Board of Trustees
Unapproved
Open Session Minutes
Tuesday, September 28, 2010, 4:45 p.m.
Mini Conference Center, Liberty Campus

Board Members Present: Dr. Donald Gabriel, Ms. Jo-Wayne McCurbyn, Dr. Mary
Owens Southall, Ms. Katrina Riddick, Dr. Gary Rodwell, Dr. Maceo Williams, Mr.
Garland Williamson and Dr. Edmonia Yates

Board Members Absent: none

Closed Session
The Board voted unanimously, under the Open Meeting Act, State Government
Article, Section 10-508, to convene in Closed Session at 6 p.m., on September 28,
2010, in the President’s Conference Room, to discuss the Harbor Campus
redevelopment, pending purchase of property for future needs of the College,
separations of employment, and to obtain legal advice.

I. Preliminary Presentations (Awards, recognitions, honors, etc.)
Chair Williamson expressed condolences on behalf of the Board for Mr. Harry Smith,
former professor of sociology, who recently passed away. He asked for a moment of
silence in his honor. Chair Williamson introduced Trustee Jo-Wayne McCurbyn as the
new student trustee.

President Williams congratulated Chair Williamson for the article that was written about
him in the US Black Engineer’s magazine and thanked him for mentioning the College
in the article; congratulated Trustee Gabriel for his appointment as Treasurer of the
Maryland Association of Community Colleges (MACC) Board; introduced Mr. Mohan
Sharma, Interim Chief Information Technology Officer; and, commended Dr. Alicia
Harvey-Smith for authoring the article Seamless Performance Alert Intervention System
(PAIS): Accountability and Outcomes, which was published in the September 2010
edition of the National Institute for Staff and Organizational Development (NISOD)
Innovations Abstract.

Dr. Therese Bushner, vice president for Academic Affairs and Dr. John Flynn, chair of
Liberal Arts, Education and Public Services division, introduced two new faculty; Dr.
Louise Albagli, assistant professor of psychology and Mr. Albert Phillips, assistant
professor of allied human services. Vice President Bushner announced that the College
received confirmation from the Commission on Accreditation that the Dietetic Education
program has been reaccredited through 2014. She thanked Ms. Jolene Campbell,
professor and coordinator of the Dietetic program, Mr. Paul Araujo, professor of Allied
Health and Dr. Kathy Hausman, chair of Nursing and Allied Health for their efforts with
the reaccreditation.

Ms. Vanessa Carroll, vice president of Institutional Advancement, Marketing and
Research introduced Mr. Thomas Hampton as the new director of external relations
and alumni affairs and Ms. Colleen Hanson, development associate.
II. PUBLIC PRESENTATIONS
None

III. BOARD ACTIONS/CONSENT AGENDA (All Actions requiring a vote.)
The Board voted unanimously to approve the September 28, 2010, consent agenda:
- September 28, 2010, Agenda
- July 8, 2010, Minutes
- June 22, 2010, Minutes

IV. ITEMS REMOVED FROM THE CONSENT AGENDA
None

V. INSTRUCTIONAL AFFAIRS COMMITTEE REPORT (Trustee Owens Southall)
Trustee Owens Southall stated that the Instructional Affairs Committee recommended approval of the Performance Accountability Report for submission to the Maryland Higher Education Commission (MHEC). The committee tabled the Critical Success Factors discussion until the October 26 Instructional Affairs Committee meeting.

Action: The Board voted unanimously to approve the Performance Accountability Report for submission to the Maryland Higher Education Commission.

VI. COLLEGE REPORTS
A. Student Governance Board* (Ms. Charmaine Pope, President)
Please see the September 28, 2010, Board of Trustees Open Session Board Book for the full SGB report.

Ms. Pope introduced the Executive Leadership Team of the Student Governance Board: Mr. Santosh Malaki, Senator; Ms. Michelle Cooper, Treasurer; Ms. Tonia Peters, College Council representative; Ms. Shalini Malaki, Secretary; Mr. Sinclair Pressley, Senator; Mr. Kadrick Henry, Senator.

Trustee Rodwell asked how volunteers engaged new students during the Welcome Week activities. Ms. Pope indicated that volunteers were identified by their red BCCC t-shirts. They greeted students at various stations throughout the College by giving them a welcome bag.

Trustee Riddick asked if SGB could add a Facebook and Twitter connection to the College’s home page. She stated that she would like the tranquility concept referenced in the report to extend beyond the Student Affairs Wing to different areas of the campuses. Trustee Riddick asked SGB to consider exploring ideas such as placing more benches or flowers throughout the campus to set a tranquil tone.
Trustee Gabriel thanked Ms. Pope and the Leadership Team for their work done thus far.

B. Senate Executive Committee* (Mr. Chima Ugah, President)
Please see the September 28, 2010, Board of Trustees Open Session Board Book for the full SEC report.

Trustee Rodwell asked Professor Ugah how many faculty members participated in the summer work group project and what he thought contributed to the increased communication between faculty and the Administration. Mr. Ugah indicated that approximately 12 faculty members participated in each work group. He further added that faculty have begun dialog with the Administration regarding the inconsistencies in some of the current processes, such as financial aid and grade grievances. Faculty are also looking forward to updating the Strategic Plan and Academic Master Plan.

Trustee Riddick asked if faculty have discussed strategies on how to improve the outcomes in the Critical Success Factors and Performance Accountability Report. Mr. Ugah stated that faculty have reviewed several elements of the Critical Success Factors. Currently, faculty are exploring ways to increase program efficiency and add new programs and initiatives that will increase student success.

Trustee Riddick added that all of the strategies should focus on increasing enrollment, retention and graduation rates. President Williams commented that over the summer faculty were given a charge to not only review the retention and graduation rates, but also new and existing programs. She added that faculty stepped up to the plate and began making some of the necessary institutional changes to increase success rates. She applauded Professor Ugah for his leadership and commended faculty for their efforts.

Trustee Rodwell asked if the work groups were open to adjunct faculty. President Williams indicated that the work groups consisted of majority fulltime faculty that were on contract over the summer. Chair Williamson asked what percentage of fulltime and adjunct faculty participated on the work groups. Dr. Bushner added that about one or two adjuncts participated. Chair Williamson encouraged the College to reach out to more adjunct faculty since they play such a vital role in educating students.

Trustee Yates noted her concern with the results of the Climate Survey, specifically the results of the low morale. She asked if faculty have discussed the issues that contributed to the low morale on campus and if they are willing to make recommendations to the Administration on how to resolve the issues.

Professor Ugah stated that faculty have identified the problems and are working with the Administration on how to resolve them. Chair Williamson asked if the Board could expect to see a change in the result of next year’s Climate Survey, since the critical issues have been identified and faculty are working in earnest with the Administration.
Professor Ugah responded that he could not definitively say that things will change, but it is his hope that they will. He went on to state that every Division at the College, including the Board, is responsible for working together to improve the climate. Professor Ugah added that two major documents, the Strategic Plan and Academic Master Plan, have expired. These two documents are essential in preparing the College for the next five years; however, it poses a challenge to the faculty when there are no plans in place.

Trustee Rodwell echoed Trustee Yates’ concern with the decline in morale on campus. He stated that the first step is involvement; however, he cautioned that involvement does not guarantee that all issues will be resolved.

Trustee Yates asked if the Climate Survey could provide more refined data on the different categories listed in the survey so the College could have a better idea of the specific areas that need to be addressed. President Williams stated that the Board’s recommendations are well-taken. She further stated that the College Council would provide a great forum to develop subcategories for the survey, since there is a representation of all constituent groups on campus.

Trustee Williams commended faculty for taking the necessary steps to speak with the Administration regarding the inconsistencies in the procedures without blame. He noted that this method changes some of the old practices at the College and is a very healthy and important step in reaching a resolution.

Trustee Riddick asked if the constituency groups on campus could provide advance notice to the Board and/or the President when critical documents, such as the Strategic Plan and Academic Master Plan are reaching expiration. Trustee Owens Southall recommended that Institutional Advancement Marketing and Research (IAMR), develop a calendar that reflects deadlines of when critical documents are due. She noted her appreciation for the comments made by Professor Ugah during his report. Chair Williamson stated that it is his hope that all constituency groups, including the Board, will take accountability for when these major plans are due.

President Williams stated that she takes ownership of the Strategic Plan, noting that as part of the development of the new plan, the College hired the Schaffer Institute to conduct research from external stakeholders that will impact the next Strategic Plan; however, during the process the research was delayed. She further stated that the Academic Master Plan has not expired; the plan was never really implemented by the Academic Division.

AFSCME Local at BCCC* (Ms. Charlene Gray, President)
Please see the September 28, 2010, Board of Trustees Open Session Board Book for the full AFSCME report.

VII. **COLLEGE PRESENTATION**
Dr. Carolane Williams, President, presented the Democracy’s Colleges Call to Action. Highlights from the presentation are as follows:
President Williams indicated that the Democracy’s Colleges Call to Action is a national initiative, instituted by the Obama Administration, to increase graduation rates in the United States. Many national associations, such as the American Association of Community Colleges (AACC), Phi Theta Kappa and the League of Innovations have endorsed the initiative. This initiative is so important to community colleges that the White House has agreed to host a Community College Summit chaired by Dr. Jill Biden on October 5, 2010. The College plans to outfit the Mini Conference Center to accommodate anyone that wants to view the broadcast of the Summit.

President Williams indicated that she has discussed what actions the College can take to initiate the Call to Action with many constituency groups, clubs and organization on campus. She also plans to ask the Board and the College community to show their commitment by signing the BCCC’s Commit, Act and Graduate Banner.

President Williams explained that the Call to Action asks supporters to commit to change institutional culture; examine data and make decisions that increase student success; promote faculty and staff development; examine current practices; and, it asks each student to help another student succeed. The Call to Action also seeks a commitment from community members. VP Vanessa Carroll is developing a marketing strategy targeted to reach Mayor Stephanie Rawlings-Blake and other City and State officials to support the College and this initiative.

Trustee Yates asked if there are any reporting requirements. President Williams stated that there are no reporting requirements; however, she would like the Board to endorse the Call to Action through a formal vote. If approved, she will notify the American Association of Community Colleges (AACC), which is keeping a record of the colleges that have endorsed the initiative.

Trustee Rodwell expressed his support for the initiative, but asked how the colleges that pledged their support will evaluate themselves. President Williams stated that each college sets its own benchmarks. The Call to Action does not set any national standards, but asks how many more students the institution will commit to graduate. Each institution designates how many more students they will graduate and indicate the steps they plan to take to reach their goal. The collective results will contribute to an increase in the national graduation rate.

Chair Williamson stated that this initiative ties directly to the College’s Critical Success Factors (CSF), and by using the existing data, the College can project how many more students are expected to graduate. Trustee Riddick asked if by signing on to the Call to Action, the Board will review the data found in the Critical Success Factors. Chair Williamson responded yes. President Williams agreed, noting that the College has already set tentative benchmarks and will incorporate strategies that align with the goals. She further indicated that the vote is to philosophically sign the Call to Action, monitor the College’s progress and hold the institution accountable for the results.

**Action:** The Board of Trustees voted unanimously to endorse the Democracy’s Colleges Call to Action.
Miscellaneous
President Williams announced that she received a call from Mr. Bill Cosby inviting her to attend a taping at Morgan State University of a video about the importance of completing college. President Williams stated that Mr. Cosby agreed to sign the BCCC banner to show his commitment to the College and the Call to Action.

VIII. PRESIDENT'S REPORT* (President Carolane Williams)
Please see the September 28, 2010, Board of Trustees Open Session Board Book for the full President’s Report.

IX. BOARD COMMENTS
Trustee Rodwell stated that he appreciates the new Board of Trustees meeting schedule.

Trustee Owens Southall wished everyone a very successful academic year.

Trustee Williams stated that there is a lot of work to be done and he encourages everyone to work very hard to be successful this academic year.

Trustee Riddick welcomed everyone to a new academic year by offering assistance from the Board to develop strategies that will achieve the goals of the Call to Action, and increase more positive results in the Critical Success Factors.

Trustee Yates thanked everyone for the support given to improve instruction at the College and wished everyone a very successful academic year.

Trustee McCurbyn stated that she is looking forward to this semester and encouraged everyone to support the Call to Action.

NEXT MEETING
October 26, 2010, Business and Continuing Education Division

The Board of Trustees meeting adjourned at 5:46 p.m.

Respectfully submitted,

Carolane Williams, Ph.D.
President

*Full report on file in the President's Office