Baltimore City Community College
Board of Trustees
Approved
Open Session Minutes
Tuesday, March 22, 2011, 6:38 p.m.
Mini Conference Center, Liberty Campus

Board Members Present: Dr. Donald Gabriel, Ms. Jo-Wayne McCurby, (via conference call), 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 1 p.m., on March 21, 2011, in the President's Conference Room, to discuss personnel issues and to obtain legal advice.

The Board voted unanimously, under the Open Meeting Act, State Government Article, Section 10-508, to convene in Closed Session at 1 p.m., on March 22, 2011, in the President's Conference Room, to discuss personnel issues, pending purchase of property for the future needs of the College, and to obtain legal advice.

I. Preliminary Presentations (Awards, recognitions, honors, etc.)
Ms. Vanessa Carroll, vice president for Institutional Advancement, Marketing and Research, and Mr. Thomas Hampton, director of external and alumni affairs, introduced the 2011 Distinguished Alumni Award recipients: Ms. Cozette Torina Hastings, Humanitarian; Mr. Arnold Williams, Business; and, Ms. Mary Lou Young, Lifetime Achievement.

Dr. Alicia Harvey Smith, vice president for Student Affairs, announced that Ten Things I Would Teach My Daughter: Don't Be Mad, an article written by Mr. Carlos Muhammad, coordinator for Student Life, was published in the spring edition of Virtue Magazine.

Mr. Mohan Sharma, interim chief information technology officer, recognized Dr. Leo Johnson, lab coordinator, for receiving his doctorate in Educational Psychology from Catholic University of America.

Mr. Lucious Anderson, vice president of the Business and Continuing Education Division, introduced Mr. Roy Libdan as the new manager for Continuing Education Healthcare programs.

Dr. Michelle Harris Bondima, dean of Allied Health, shared kind words on behalf of Professor Patricia Dyson, nursing faculty, who recently passed away. Chair Williamson extended condolences to the Dyson family on behalf of the BCCC community and asked for a moment of silence in her honor.

II. Public Presentations
None
III. **BOARD ACTIONS/CONSENT AGENDA** (All Actions requiring a vote.)
The Board voted unanimously to approve the March 22, 2011, consent agenda:
- March 22, 2011, Agenda, with one correction. The College Presentation was moved from Item IX on the Agenda to Item IV.
- February 22, 2011, Minutes
- Firewall Security Policy
- IT Security Plan
- Bell Techlogix Contract in the amount of $58,519.11, with discussion.

Trustee Gabriel asked for clarification on the contract date for the Bell Techlogix agreement. Mr. Daniel Coleman, director of Procurement, explained that an anticipated implementation date was listed on the contract for submission to the Department of Information Technology (DoIT). The College did not anticipate the approval process at DoIT to be as lengthy. However, the contract does not go into effect until President Williams has signed it. Trustee Riddick asked if the Board should review contracts prior to submission to DoIT. Chair Williamson stated that the Board will need to review the current approval process on contracts to determine if a change in policy is necessary.

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

V. **FIREWALL SECURITY POLICY**
Trustee Riddick asked if there are any new costs associated with the Firewall Security Policy. President Williams responded no.

Action: The Board of Trustees voted unanimously to approve the Firewall Security Policy.

VI. **IT Security Policy**
Trustee Riddick asked if there are any new costs associated with the IT Security Policy. President Williams responded no.

Action: The Board of Trustees voted unanimously to approve the IT Security Policy.

VII. **Instructional Affairs Committee**
Trustee Owens Southall reported that the Board of Trustees and Administration have a fiduciary responsibility to ensure that students receive a quality education that is both accessible and affordable, while optimizing State and College resources. The Program Deletions/Collapsing project began more than a year ago and was data driven. Enrollment and completion rates and market trends were considered in the decision-making process. Towards that end, programs are being recommended for deletion or collapse in order to facilitate greater student success and completion by:
- Reducing Associate of Arts, Associate of Science and Associate of Applied Science degree credit hours to the minimum number necessary for degree attainment and transfer (streamlining).
- Ensuring student financial aid eligibility isn’t decreased as a result of excessive credit hours.
- Ensuring academic programs are relevant and responsive to future market trends and new economy jobs.
- Maximizing student employability in terms of preparing them for a variety of job options within a degree (vs. having multiple separate and distinct degrees).
- Strengthening fewer programs vs. many weak programs.
- Ensuring academic, student and operational programs are efficient and effective.
- Avoiding duplication of similar programs, which increases costs.

Therefore, the Instructional Affairs Committee recommends approval of the proposed program actions made by the president, academic deans and vice president of academic affairs to the full Board of Trustees.

**Action:** The Board of Trustees voted unanimously to approve the proposed program actions recommended by the Instructional Affairs Committee.

**VIII. COLLEGE REPORTS**

**A. Student Governance Association** (Ms. Charmaine Pope, President)

Ms. Pope invited the Board to attend the Civility, Sensitivity and Diversity Conference on April 27, 2011, from 10 a.m.-2 p.m. in the Gaare Auditorium. Trustee Riddick asked if an email blast would be sent to faculty, staff and students. Ms. Pope responded yes. Trustee Yates complimented Ms. Pope on the excellent leadership she has provided to the SGA.

Chair Williamson asked Ms. Pope if she or a designee has met with President Williams. Ms. Pope responded yes and the meeting was very productive. Chair Williamson encouraged the SGA to continue reaching out to President Williams with any concerns, suggestions or ideas on how to move the College forward.

Please see the March 22, 2011, Board of Trustees Open Session Board Book for the full SGA report.

**B. Senate Executive Committee** (Professor Chima Ugah, President)

No Report

Trustee Owens Southall asked for clarification on the incident of faculty harassment in the SEC minutes. Professor Ugah stated that the incident in the minutes referred to a student holding a faculty member down on the ground. President Williams stated that incident happened two years ago. Chair Williamson asked for clarification on the incident, noting that when the Board hears about violence or alleged violence on campus, specific details about the incident are pertinent. He asked Professor Ugah to provide specific details to President Williams and she will provide a follow up at the next Board meeting.

Please see the March 22, 2011, Board of Trustees Open Session Board Book for the full SEC report.

**C. AFSCME Local at BCCC** (Ms. Charlene Gray, President)

Ms. Gray noted concerns that students enrolled in the deleted and/or collapsed programs were contacted by the College prior to the Board approving the program actions. She stated that it caused a lot of confusion since the staff was not fully aware of the situation with the programs. President Williams explained
that the Divisions of Student Affairs and Academic Affairs contacted the students ahead of time to inform them about the possible program actions so that students would not be alarmed after hearing about it from faculty and/or other students.

Chair Williamson asked if AFSCME met with President Williams in March. Ms. Gray stated that there was no meeting due to a scheduling conflict with President Williams. Chair Williamson encouraged AFSCME to schedule a meeting with President Williams expeditiously so that she can provide clarification on the questions regarding the program actions.

Please see the March 22, 2011, Board of Trustees Open Session Board Book for the full AFSCME report.

IX. COLLEGE PRESENTATION*
Dr. Alicia Harvey-Smith, vice president for Student Affairs, presented the New Student Ambassadors and Recruiters program. Highlights from the report are as follows:

➢ The Student Recruiters and Ambassadors are a dynamic team of peer educators, committed to promoting access, recruiting students, showcasing success and innovative opportunities for learning at Baltimore City Community College. The Student Affairs Division implemented this program during the fall 2010 semester through the Department of Recruitment, Admissions and Registration. The program supports recruitment efforts and provides students with an opportunity to gain important knowledge, skills and abilities that enhance their personal and professional growth and development. Student Recruiters and Ambassadors provide pre-admissions advising to prospective students and assist recruiters with on and off-campus activities.

Trustee Gabriel asked if this program was an extension of the current Student Ambassador program where students are given red jackets. Dr. Harvey-Smith stated that the new Student Recruiters and Ambassadors Program replaced the former program offered through Student Life.

X. PRESIDENT’S REPORT* (President Carolane Williams)
President Williams reminded the Board to complete their financial disclosures by April 30, 2011, and invited them to attend the Distinguished Alumni Reception on March 29, 2011.

Please see the March 22, 2011, Board of Trustees Open Session Board Book for the full President’s Report.

XI. BOARD COMMENTS
Trustee Gabriel stated that he is pleased that the Distinguished Alumni celebration has been revitalized. He also informed the Board that he is part of the search committee for a new executive director of the Maryland Association of Community Colleges (MACC).

Trustee Riddick stated that although the Board had to make some very tough decisions this evening, she is hopeful that the outcomes will have a positive impact on the community at large. She noted concerns about the process, but thinks that this marks the beginning of a rebuilding period for the institution to help it reach its destination.
Trustee Yates thanked all of the faculty and staff interested in moving students and the College forward, cautioning that there are many people that want to tear the College apart. She encouraged everyone to continue their positive work.

Trustee Rodwell stated that this College is on a journey to become a world class institution, but it will take a sense of urgency and a renewed commitment to student success. Tonight was a continuation of a process that will lead to a continual focus on the success of BCCC students. He added that there is no other institution that serves the citizens of Baltimore like BCCC. Tonight was tough, but he knows that the College is up to the task.

Trustee Williams stated that he believes the College is taking steps in the right direction and he prays it will continue to make a difference. He added that sometimes difficult decisions must be made and with continued work the process will be perfected.

Chair Williamson stated that he thinks BCCC is a world class institution and he feels confident that the SGA president, BCCC students, faculty, staff, and president are comparable to those at any other institution in the State, private or public. He stressed that BCCC is not the only institution that has growing pains and internal conflict. Chair Williamson encouraged everyone to keep in mind that the College is here for the students and he hopes that everyone will continue to move forward in a positive manner.

**NEXT MEETING**
April 25, 2011, Liberty Campus

The Board of Trustees meeting adjourned at 7:50 p.m.

Respectfully submitted,

Carolane Williams, Ph.D.
President

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

BCCC Staff Present: Ms. Karen Guilford, Mr. Joe Hutchins, Ms. Brenda Wiley, Mr. Ted Along, Ms. Stephanie Reidy, Ms. Beatriz M. del Castillo, Ms. Charlene Gray, Ms. Sheryl Nelson, Dr. Bob Iweha, Mr. Andre Williams, Ms. Kathy Odell-Carlson, Mr. Lucious Anderson, Ms. Marlene Downs, Mr. Thomas Hampton, Ms. Virgie Williams, Mr. Rene Johnson, Mr. Herbert Sledge, Ms. Daviedra Sauldsberry, Dr. Shanta Rao, Ms. Mallela Ralliford, Ms. Nicole Cameron Becketts, Ms. Julia Pitman, Ms. Deneen Dangerfield, Ms. Terri Williams, Ms. Linda Hall, Ms. Lyllis Green.

Others Present: Ms. Marjorie Edmonds, Ms. Denise Simmons Graves, Ms. Charmaine Pope.