



BALTIMORE CITY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
**APPROVED OPEN SESSION MINUTES**  
October 18, 2017  
4 p.m.  
Liberty Campus  
Mini-Conference Center

**Board Members Present:** Kurt L. Schmoke, Esq. (Chair); Dr. Rosemary Gillett-Karam, (Vice Chair) via conference call; Ms. Maria Tildon; Mr. Jason Perkins-Cohen; Mr. J. C. Weiss, III; Dr. Rachel Y. Pfeiffer; and Mr. Ferdinand Anokwuru, Student Trustee.

**Board Members Absent:**  
Mr. Tom Geddes

I. The Board unanimously voted and approved the October 18, 2017 agenda.

**II. NEW BUSINESS**

Realignment Task Updates were given by Bryan Perry, Esq., Chief of Staff and General Counsel. Mr. Perry stated that any questions will be responded to by members of President's Staff or himself. Mr. Perry reported that all tasks are on pace and an overall update with metrics will be given in December.

**Discussion**

The Board inquired as to if there is a place where a listing of all Memorandums of Understanding (MOU) and Articulations can be found. Mr. Perry responded that Dr. Ringgold would respond to that inquiry when she gives her report. Trustee Tildon suggested that all external relationships be made available on the website.

The Board specifically inquired about Realignment Task #6, ***Engage in a comprehensive review of all positions, faculty, and staff at BCCC.*** Trustee Tildon inquired as to if a comprehensive listing of all positions with the status for the Board's review and monitoring could be made available.

Chair Schmoke suggested that an external review/audit of BCCC's staffing levels would be needed to satisfy the requirements of this task.

The Board stated that they would like to have more information on Realignment Task # 8, ***Develop and market a brand for BCCC.*** Mr. Perry responded that VP Thomas and Kirstaetter will develop a marketing plan.

Mr. Perry stated that Dr. Tonja Ringgold would be reporting on Realignment Task # 1, ***Review and strategically align core course offerings of BCCC, consistent with accreditation requirements, and focused on the needs of students at BCCC and the workforce of Baltimore City.***

Dr. Ringgold responded to Trustee Tildon's response regarding a public listing of Articulations can be found on the BCCC website.

Dr. Ringgold reported on Realignment Task # 1. Dr. Ringgold reported that BCCC currently have 16 Certificate and 29 degree programs with the majority of programs in the Associate of Applied Science (AAS). Dr. Ringgold proceeded to speak to BCCC's Career Pathways in the areas of Pre-Health Professions, Business, Behavioral and Social Sciences, Visual and Performing Arts, and STEM and are Workforce Development focused.

The Board inquired as to how many students were in the programs. Dr. Ringgold responded that she would have that information at the next meeting. Dr. Ringgold reported on the 60 credit level mandate by College and Career Readiness and College Completion Act (CCRCCA) of 2013 and must be in compliance by Fall 2015 and BCCC was in compliance by May 2015.

Dr. Ringgold proceeded to report on BCCC's Articulations and MOU's, P-TECH, Developmental Education, Year UP and dual enrollment.

**III. BOARD ACTIONS/CONSENT AGENDA (All Actions requiring a vote.)**

- A. Approval of the September 20, 2017 Minutes
- B. College Contracts
- C. Student Government Association (SGA) (Mr. Kingsley Anokwuru, President)
- D. AFSCME Local # 1870 at BCCC (Ms. Charlene Gray, President)
- E. Faculty Senate (Professor Edward Ennels)

**Action: The Board unanimously voted and approved Board Actions/Consent Agenda.**

**IV. PRESIDENT'S REPORT**

Dr. May stated that his report stood as written.

**A. ENROLLMENT REPORT**

Dr. Weber reported that to-date BCCC's enrollment is down by six percent. Dr. Weber reported on initiatives to increase enrollment.

The Board inquired as to if Dr. Weber had data from other community college regarding their enrollment. Dr. Weber responded that she did not have that information but would have it by the next meeting.

**V. ACTIVE SEARCH LIST**

The Board reviewed the active search listing.

**VI. CLOSING COMMENTS**

**VII. MOTION FOR ADJOURNMENT** Meeting adjourned at 5:08 p.m.

**VII. NEXT MEETING** Wednesday, November 15, 2017

**ATTENDANCE:**

Dr. Gordon F. May, President  
Bryan Perry, Esq., Chief of Staff/General Counsel  
Dr. Tonja Ringgold, VP of Academic Affairs  
Dr. Marguerite Weber, VP of Student Affairs  
Mr. Calvin Harris, Jr., VP of Business & Finance  
Ms. Dawn Kirstaetter, VP of Advancement & Strategic Partnerships  
Mr. Michael Thomas, VP of Workforce Development & Continuing Education  
Ms. Lyllis Green, Chief Internal Auditor  
Dr. Ray Barghi, Chief Information Officer  
Ms. Michelle Williams, Director of Human Resources

**BCCC Staff Present:** -

Tope Aje, Nicole Becketts, Terri Bell Vanessa Bell, Linda Benjamin, Elena Berrocal, Vera Brooks, Leslie Brown, Lorraine Brown, Hsin-Yuan Chen, Quintin Davis, Angela Donn, Patricia Edwards, Jean Ellis, Edward Ennels, Christopher Falkenhagen, Charlene Gray, Valerie Grays, Nana Gyesie, Eileen Hawkins, Jean Henry, Marie Hinton Kenneth Hopkins, Maurice Howell, Joseph M. Hutchins, Dr. Bob Iweha, Daniel Izume, Michele Jackson, David Xudong Jin, , Chris Jordon, Lynette Little, Jim Lynch, Brian O'Connell, Scott Olden, Dr. Anil Malaki, Betsy Mackey, Karen McClaskey, Valerie Leverette, Tina Mosley, Shaunta Rao, Kadijat Richmond, Sylvia Rochester, Mitchell Rossi, Ida Sass, Scott Saunders, Daviedra Sauldsberry, Benita Scott, Shawnette Shearin, Charae Thorpe, Dr. Daphne Snowden, Chima Ugah, JáHon Vance, Eileen Waitsman, Dr. Dennis Weeks, Douglas Weimer, Jeff White, Vincent Whitmore, Brenda Wiley, Juanita Wingo, Andre Williams, Darlene Williams, Jill Yesko, Diana Zilberman,

**Others Present:**

**CLOSED SESSION**

The Board voted unanimously, under the Open Meeting Act, State Government Article, and Section 10-508, to convene in Closed Session on September 20, 2017, in the President's Conference Room to discuss real estate, personnel and to obtain legal advice.

\*Full report on file in the President's Office

Respectfully submitted,

A handwritten signature in black ink that reads "Gordon F. May". The signature is written in a cursive style with a large initial 'G' and 'M'.

Gordon F. May, PhD  
President/CEO

***Board approved November 15, 2017***