



BALTIMORE CITY
COMMUNITY COLLEGE

Board of Trustees

Open Session

Wednesday

June 19, 2019

4 p.m.

Board of Trustees

Board Room

Administration Wing

MNB 140

Liberty Campus



BALTIMORE CITY COMMUNITY COLLEGE

Board of Trustees

Kurt L. Schmoke, Esq. (Chair)

Dr. Rosemary Gillett-Karam (Vice Chair)

Ms. Maria Tildon

Mr. J. C. Weiss, III

Mr. John D. Lewis

Mr. Peter Nachtwey

Dr. Rachel Y. Pfeifer (Ex-Officio)

Mr. Jason Perkins-Cohen (Ex-Officio)

Ms. Maricruz Abarca (Student Trustee)

TAB 1



**BALTIMORE CITY COMMUNITY COLLEGE
BOARD OF TRUSTEES
UNAPPROVED OPEN SESSION AGENDA
June 19 2019
4 p.m.
Liberty Campus
Board of Trustees Room
Administration Building, Room 140**

CALL TO ORDER (Kurt L. Schmoke, Esq., Chair)

I. ADOPTION OF AGENDA

Approval of the June 19, 2019 Agenda.....TAB 1

II. NEW BUSINESS.....TAB 2

A. Realignment Tasks Update (Dr. Debra McCurdy)

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

A. Approval of the May 15, 2019 MinutesTAB 3

B. Student Government Association (Mr. Victor Anokwuru (SGA)).....TAB 4

C. AFSCME Local # 1870 at BCCC (Ms. Charlene Gray, President).....TAB 5

Action: Move to approve the Board Actions/Consent Agenda

IV. ITEMS REMOVED FROM THE AGENDA.....TAB 6

A. College Contracts

B. Faculty Senate Report

V. PUBLIC PRESENTATIONS.....TAB 7

A. Cultural Diversity Plan.....(IVP Rochester).....(ACTION)

B. IT Infrastructure Plan Update.....(VP Calvin Harris).....(INFORMATION)

VI. COLLEGE POLICIES.....TAB 8

VII. PRESIDENT’S REPORT TAB 9

A. Cabinet Area Reports.....(INFORMATION)

B. Enrollment Report..... (INFORMATION)
(IVP Sylvia Rochester)

C. Active Search Listing.....TAB 10

IX. MOTION FOR ADJOURNMENT

**THE CLOSED SESSION OF THE BOARD OF TRUSTEES IS DESIGNED TO
DISCUSS PERSONNEL ISSUES; PENDING PURCHASE OF PROPERTY FOR
THE FUTURE NEEDS OF THE COLLEGE; AND TO OBTAIN LEGAL ADVICE.**

X. NEXT MEETING: Wednesday, September 18, 2019, Board Conference Room

TAB 2

NEW BUSINESS
Realignment Tasks Update



BCCC REALIGNMENT TASKS

In addition to its existing statutory duties and responsibilities, the Board of Trustees must complete, by **December 1, 2018**, the following specified tasks related to realignment of BCCC:

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 in Baltimore City. **(Ringgold/Thomas/Harris)**
2. Make workforce development and job placement top educational priorities of BCCC. **(Ringgold/Thomas/Rochester)**
3. Improve student pathways to success, including remedial education, attainment of a degree or a postsecondary certificate, and transfer to four-year institutions of higher education. **(Ringgold/Thomas)**
4. Enter into memoranda of understanding in order to establish student pathways to success with the Baltimore City Public School System (BCPSS), institutions of higher education, and employers. **(Ringgold/Rochester)**
5. Align the budget of BCCC with realistic enrollment projections. **(Harris)**
6. Engage in a comprehensive review of all positions, faculty, and staff at BCCC. **(Williams)**
7. Establish strong relationships with key stakeholders, including those specified. **(Kirstaetter/Perry/Rochester/Ringgold)**
8. Develop and market a brand for BCCC. **(External Firm/Kirstaetter/Perry)**
9. Address the information technology (IT) and infrastructure needs of BCCC, including whether oversight by the Department of Information Technology is advisable. **(CIO/Perry/Harris)**
10. Develop or sell all unused or underutilized real estate, including the Inner Harbor site. **(Harris)**
11. Identify any barriers in State or local laws or regulations that impede the ability of BCCC to operate efficiently and effectively, including procurement and capital construction projects. **(Harris/Perry)**
12. The Board of Trustees shall review and, if necessary, revise the strategic plan.



Baltimore City Community College

REALIGNMENT TASKS UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

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. Tonja Ringgold, Vice President for Academic Affairs

Based on enrollment data and employment outlook, begin to sunset low and under enrolled programs.

A review of academic programs is conducted annually through the Program Review and Evaluation (PREC) process. Currently, only credit degree programs are evaluated through PREC. Beginning fall 2019, Certificates will be added to the review process and cycle. BCCC is now in Cycle 2, Year III of the program review process. Cycles 3, 4, and 5 of the five-year cycle (Academic years Fall 2019-Spring 2020, Fall 2020-Spring 2021, and Fall 2021-Spring 2023), will be utilized to determine which programs are more vulnerable to pausing and sunset.

Focus resources on expanding the enrollment in high demand programs such as health professions and transfer programs.

Dual enrollment programs have become a focal point for increasing enrollment at BCCC. A pilot project for dually enrolled students at Edmondson Westside High School leading to an award of either a Biotechnology Lab or Lab Animal Science certificate was launched in spring 2019.

SB 615 of 2018 established the Cyber Warrior Diversity Program (CWDP) at BCCC, Bowie State University (BSU), Coppin State University (CSU), Morgan State University (MSU), and the University of Maryland Eastern Shore (UMES) to train students in computer networking and cybersecurity, including training to achieve specified CompTIA (Computing Technology Industry Association) certifications. Several students have begun this program.

BCCC is in the process of finalizing transfer and reverse transfer agreements with Bowie State University and Coppin State University. Agreements will also include individual agreements for programs, honor students, and commuter scholarships. Signing of the formal agreements are expected to take place in fall 2019.

New program proposals for consideration in fall 2019 include Digital Marketing Certificate (Industry Partner – Facebook) and Radiology Technology, AAS (Industry Partner - University of MD Medical System).

Review lower division certificate (LDC) offerings to ensure they are in line with employer need.

To assist in ensuring quality, relevant, coherent and innovative curricula, each career program (AAS and noncredit) or cluster of related career programs at the College will have an Advisory Board/Committee comprised of experts in the respective discipline(s) who by majority represent external constituencies/key stakeholders. These non-governing bodies provide counsel/advice regarding the program. A new proposal for advisory boards has developed and awaits formal approval.



Baltimore City Community College

REALIGNMENT TASKS UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

Realignment Task #2

“Make workforce development and job placement top educational priorities of BCCC.”

Mr. Michael Thomas, Vice President for Workforce Development & Continuing Education

The WDCE Division continues to implement the Realignment Tasks, with focus on making workforce development and job placement top educational priorities. The Division has expanded business and community partnerships to align programs to the economic development and workforce training needs in Baltimore. In the past 7 months, this has included:

- On-going participation in the Baltimore Workforce Investment Board (BWIB) and the Mayor's Office of Employment Development (MOED) subcommittees;
- Developing new contract training with Johns Hopkins Hospital and University of Maryland Medical System for multiple health programs;
- Contracting with Goodwill for new cohorts for Pharmacy Technician;
- Supporting internships and job placement with Baltimore City Police Department for Emergency Medical Technician Training graduates;
- Contracting with the International Rescue Committee (IRC) for Transition to English Classes for Manufacturing workers; and
- Renewing contracts with Civic Works, Maryland New Direction, and Maryland Restaurant Association for new cohort training.

WDCE continues to expand career development services for all students through updated career information systems and services including:

- Distributing weekly MOED job postings and hiring events; and
- Participating in city-wide job fairs and hosting program-specific events, such as Maintenance Apprenticeships and Diesel Technician internships.

New training programs launched in the past 7 months include:

- Diesel Technician/Mechanic - December 2018;
- Commercial Driver's License - December 2018;
- Construction Pre-Apprenticeship - January 2019;
- Industrial Maintenance Mechanic Apprenticeship - April 2019;
- Hospitality and Customer Service - July 2019; and
- Baltimore Police Cadet Apprenticeship - July 2019.



Baltimore City Community College

REALIGNMENT TASKS UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

Realignment Task #3

“Improve student pathways to success, including remedial education, attainment of a degree or postsecondary certificate, and transfer to four-year institutions of higher education.”

Dr. Tonja Ringgold, Vice President for Academic Affairs

Redesign of BCCC’s developmental education model.

Developmental Reading/English have been reduced from 3 levels to 2 levels. Developmental math levels have been reduced and courses have implemented the use of ALEKS Artificial Intelligence software to provide additional tutoring and student assessment. ALEKS also provides the advantages of one-on-one instruction, 24/7, from virtually any web-based computer for a fraction of the cost of a human tutor. ALEKS was chosen because the average historical student learning rates with ALEKS are ~90%.

Accelerate developmental education learning.

The accelerated developmental model allows for two courses to be completed in one semester. BCCC offers the following accelerated options through face-to-face, online and hybrid course sections:

- 12- week sessions
- 8-week sessions
- Summer Accelerated 1 session (5-weeks)
- Summer Accelerated 2 session (5-weeks)

BCCC is also making earlier contact with students with remediation challenges through the Early College Institute (ECI) summer bridge program (college exploration and Accuplacer preparation for high school students) and Mayor’s Scholars Program (MSP) summer bridge boot camp.

Implementing Open Education Resources (OER)

In fall 2017, spring 2018, and summer 2018, a combined 242 sections utilized OERs. The OER initiative has saved students over \$600,000 in textbook costs. During the 2019 Spring Semester, 103 courses were offered using OERs. The list of courses is attached. Fifteen faculty participated in the June OER Institute.

Increase the number of dual enrollment students with Baltimore City Public Schools

With 24 high schools in Baltimore City, BCCC is seeking to gain a presence in each school. BCCC has the following dual enrollment agreements with BCPSS:

- Career Academy High School
- College and Career Services at Renaissance Academy High School
- School readiness services at Judy Center at Liberty Rec & Tech
- Frederick Douglass High School for courses as part of Thurgood Marshall Law and Leadership Institute Career and Technology Education (CTE) Career Pathway



Baltimore City Community College

REALIGNMENT TASKS UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

Realignment Task #4

“Enter into memoranda of understanding in order to establish student pathways to success with the Baltimore City Public Schools (BCPSS), institutions of higher education, and employers.”

Dr. Tonja Ringgold, Vice President for Academic Affairs

All BCCC articulation agreements and MOUs have been reviewed for currency and relevancy. On December 15, 2018, MHEC distributed to all colleges and universities operating in Maryland an articulation agreement template. The purpose was to help aid and maximize student transfer opportunities within Maryland. BCCC is using the MHEC template to update all agreements. The following represents the variety of BCCC articulation agreements and MOUs.

- Baltimore City Public Schools – 19
- Private High Schools – 4
- Four-Year Institutions – 39
- Employment Agencies – 10

BCCC is seeking new articulation agreements/MOUs through dual enrollment agreements with Baltimore City Public High Schools and industry partners. New program proposals for consideration in fall 2019 include Digital Marketing Certificate (Industry Partner – Facebook) and Radiology Technology, AAS (Industry Partner - University of MD Medical System).



Baltimore City Community College

REALIGNMENT TASKS UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

Realignment Task #5

“Align the budget of BCCC with realistic enrollment projections.”

Mr. Calvin Harris, Vice President for Administration & Finance

Ms. Sylvia Rochester, Interim Vice President for Student Affairs

Ms. Becky Burrell, Vice President for Institutional Effectiveness, Research & Planning

The Operational Review of BCCC, prepared by the Schaefer Center for Public Policy in 2016, was a key driver in the Realignment Legislation (as its various recommendations were generally reiterated in the final legislation). That Realignment Legislation defined realistic enrollment projections to be no greater than 3,000 credit full-time equivalent (“FTE”) students.

Prior to the November 2018 report, and continuing to date, the College’s budget is based on enrollment projections of less than 3,000 FTE. As such, the College continues to meet this realignment task.

Enrollment projections for in-state credit students are developed/updated several times a year. Credit enrollment is monitored and reported daily by the Office of Institutional Research. The projections for the State budget which is due in early September to the Executive Branch (via Department of Budget of Management or “DBM”), are updated in mid-August. The credit enrollment projections are based on several factors including enrollment of dually enrolled, new, transfer, and returning students; retention rates; Baltimore City Public School System (“BCPSS”) projected high school enrollment and graduation rates; Maryland Higher Education Commission (“MHEC”) projections; and special initiatives such as the P-Tech program and the Mayor’s Scholars Program. Based on trends related to Maryland residency and the ages of dually enrolled students, future ineligible credit FTE enrollment is projected.

Once these numbers are developed, they are used to calculate various tuition and fee dollar amounts for the College. Additionally, these enrollment projections affect restricted revenue calculations, including Pell grants, Federal Supplemental Education Opportunity Grant (“FSEOG”), and Federal Work-Study (“FWS”). The projected expenditure and enrollment levels are key factors in the consideration of tuition and fee adjustments to help balance the budget.

During February of the following year, updated projections are developed and enhanced to include the next set of multi-year projections. This calculation is used, based on the same criteria above, to project at least three (3) years beyond the previously submitted budget projection. This enhanced projection incorporates new enrollment and budget data pertaining to the most recently completed semesters.

The College budget (part of the Governor’s Budget for the State) for the upcoming fiscal year is typically enacted by the State Legislature in early April.

While these enrollment projection and budget management steps are frequently reviewed for enhancement, the underlying “realistic enrollment projections” concern noted in the JCR report continues to be met since the previous November 2018 report.



Baltimore City Community College

REALIGNMENT TASKS UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

Realignment Task #6

“Engage in a comprehensive review of all positions, faculty, and staff at BCCC.”

Ms. Michelle Williams, Executive Director for Human Resources

Engage a qualified firm to conduct a comprehensive staff audit of BCCC faculty, staff, and administration.

BCCC has completed the staffing audit but will wait to implement the recommendations in the report for several reasons. First, some of the comparable community colleges used in the staffing analysis have more robust information technology capabilities than BCCC. As a result, those schools are able to have lower staffing profiles than BCCC because their processes are automated, whereas BCCC is still performing many processes manually. Secondly, Debra McCurdy began her term as BCCC’s President on May 1, 2019. As the sitting president formulates a strategic vision for BCCC, a plan to further address staffing will be a part of that process.

The President and Cabinet are currently reviewing PIN and Contractual positions as a part of the recommendations made by EdBridge in the staffing audit. All positions are currently under review with the first round of recommendations to be made within the next 30 days. As the College prepares to transition to new systems the staffing profile at BCCC will be realigned.



Baltimore City Community College

REALIGNMENT TASKS UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

Realignment Task #7

“Establish strong relationships with key stakeholders.”

Ms. Dawn Kirstaetter, Vice President for Advancement & Strategic Partnerships

Over the past 6-7 months, the College continued to build on relationships with the Mayor of Baltimore City, Mayor’s Office of Employment Development, Baltimore City Public Schools System, State agencies, higher education institutions in Baltimore City, private employers and business and community organizations. Through events, meetings, presence on work groups and aggressive attention paid to external relationships, the College has:

- a. Reestablished a strong relationship with the Mayor’s Office including the new administration.
- b. Established apprenticeships with the Department of Transportation and Department of Public Works.
- c. Launched an Industrial Maintenance Mechanic Apprenticeship program with a focus on the energy sector in partnership with DLLR and local businesses.
- d. Launched partnership with CVS.
- e. Expanded PTECH and Mayor’s Scholars programs.
- f. Continued partnership with Innovation Village & Conscious Venture business incubator on campus.
- g. Hosted job events for MOED and Department of Social Services on campus
- h. Formalized B-Power partnership with University of Baltimore
- i. Collaborated with Year Up to expand program offerings and increase number of students served. Also increased number of students who continued studies at BCCC after completing the Year Up program.
- j. Continued partnership with Johns Hopkins.
- k. Established partnership with Facebook
- l. Drafted an articulation agreement with Bowie State University
- m. Started a partnership agreement with the Fire Department and a training program for Police Department cadets.
- n. Created a MSP support document for local university presidents.

Secured a \$15,000 grant from the T. Rowe Price Foundation to conduct a community engagement analysis. BCCC’s existing student programs and services were reviewed along with our external community partnerships. Recommendations were as follows:

- a. Invest in a college wide event and program management infrastructure that has a stand- alone office responsible for directing students to the existing activities on campus and referring them to existing resources on campus and off-campus
- b. Develop a center on campus dedicated to housing community organizations that can provide relevant services and programs to students and community members.
- c. Develop a community education institute that provides professional development and alternate educational opportunities relevant to human/ social service and community empowerment.

Adopted Liberty Elementary School located within the BCCC footprint. Staff donated food to the school’s food pantry and back to school supplies for students.

Received grant support for Nursing School equipment from CareFirst.



Baltimore City Community College

REALIGNMENT TASKS UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

Realignment Task #8

“Develop and market a brand for BCCC.”

Ms. Dawn Kirstaetter, Vice President for Advancement & Strategic Partnerships

Logo Redesign

BCCC is working with the Hatcher Group to redesign the College’s logo and seal as well as a refresh of the Panther mascot. Over the past 4-6 months, various focus groups were held and over 3000 stakeholders were surveyed to determine perception about the College and BCCC’s logo and collateral materials. Thus far, we have received pillars of messaging along with possible themes. New brand roll out should occur by September 2019.

Website

Website content is being reviewed for current information, broken links, irrelevant PDF and flyer links and spelling/ grammar. As of May 22, approximately 200 webpages have been reviewed.

The College’s website was updated in 2018 to become more user friendly on various platforms, however, it needs a more robust content management system that can support a higher education institution. Current limitations include inability to generate automatic friendly URL creation, limited design choice, no custom section editor settings, poor design control, no version control (safety and security issue) and poor CMS analytics (improved tracking needed). A new, upgraded website content management system will improve website management tools, simplify navigation for the user and create one voice for content.

Graphic Design

All existing collateral material has been reviewed and refreshed including MSP brochures, departmental program cards and a major emphasis on Workforce Development materials.

The wayfinding sign project has continued through the Main Campus and plans are underway to brand the cafeteria, game room and lounge.

Promotional Items

New promotional materials were designed to enhance recruitment and information sessions and to promote the BCCC brand. Items included pull up banners, step and repeat wall, branded pop sockets, pens, phone wallets, lanyards, panther cards, notebooks, drawstring bags, plastic bags, t-shirts and flash drive sticks.

Social Media

Created new position- Digital Media Coordinator- to focus on increasing the College’s presence on social media. This has resulted in increased followers and traffic.

Next Steps

- Conduct data analysis to report outcomes such as enrollment
- Complete exterior signage project
- Complete rebranding project



Baltimore City Community College

REALIGNMENT TASKS UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

Realignment Task #9

“Address the information technology (IT) and infrastructure needs of BCCC, including whether oversight by the Department of Information Technology is advisable.”

Mr. Calvin Harris, Vice President for Administration & Finance

The College continues to evaluate and address its IT infrastructure needs, while working with the Department of Information Technology (“DoIT”) on implementation of these areas. Unlike most of the other tasks, the IT task required a separate report on the College’s IT efforts, which was submitted to the Legislature and accepted in December 2018.

That report identified “three pillars” for addressing the College’s IT needs: IT infrastructure, financial aid management software, and core business systems. That report was created in collaboration with DoIT.

The College has been asked to provide an updated IT infrastructure report to the Legislature by July 1, 2019. That report has been drafted and updates the December 2018 report. In summary, the College has implemented the various IT infrastructure areas that were scheduled to occur to date. Additionally, the College has migrated its financial management software to a newer supported version. As a result, the “three pillars” have now been reduced to “two” focusing on IT infrastructure and core business systems (including an Enterprise Resource Program or ERP).

The updated IT infrastructure plan looks years into the future and will serve as a road map for future IT and ERP implementation.

In summary, while the IT efforts to date are consistent with previously submitted and drafted plans, given the multiple years needed to resolve this area, this Realignment Task remains in progress.



Baltimore City Community College

REALIGNMENT TASKS UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

Realignment Task #10

“Develop or sell all unused or underutilized real estate, including the Inner Harbor site.”

Mr. Calvin Harris, Vice President for Administration & Finance

In the November 2018 report, the College discussed the on-going efforts towards a long-term land lease to redevelop the Bard Building (Inner Harbor) site. Since that time, negotiations have continued but not been finalized. Currently, the College is considering the strategic and long-term financial strength of the proposed lease terms. The most recent offer includes a net present value that is considerably lower than what was originally proposed. This difference brings questions to the viability of the lease.

If a lease cannot be reasonably obtained, the College will pursue options to demolish the Bard Building independent of a lease. Other properties being evaluated for long-term use include the three buildings acquired from Bon Secours Hospital in 2010 and vacant space (formerly used by Best Buy) in the Lockwood Building. None of these properties are fully utilized and the College is evaluating long term options for their usage.

In summary, while the College’s real estate efforts to date are consistent with previously submitted reports, the on-going status of Bard Building lease negotiations means that this Realignment Task is still in progress.



Baltimore City Community College

REALIGNMENT TASKS UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

Realignment Task #11

“Identify barriers in State or local laws or regulations that impede the ability of BCCC to operate efficiently and effectively, including procurement and capital construction projects.”

Mr. James Knighton, Director of Government Relations

BCCC prepared State legislation to give the College independent procurement authority, similar to all other public colleges in Maryland. The legislation was introduced in January 2019 during the General Assembly session. Although it did not pass the Senate Education, Health & Environmental Affairs Committee it led to discussions between the Department of General Services and BCCC that offer opportunities to give the College a higher level of procurement authority.

A follow up meeting was held in early April 2019 at which DGS offered to work with BCCC to delegate a higher level of procurement authority for a range of goods and service subject to training and adherence to new policies that DGS will be implementing as of October 1, 2019. This delegation of authority will allow BCCC greater flexibility and control over its procurements, especially for goods and services that it requires specifically as a higher education institution. DGS has also offered BCCC the option of requesting higher levels of delegated authority for specific procurements on a case-by-case basis.

Work under Task #11 will continue with a reconstituted workgroup and a broader focus to examine other barriers to efficient and effective operations, including barriers that can be addressed through administrative action or collaboration with other agencies, as ultimately occurred on the question of procurement authority.



Baltimore City Community College

REALIGNMENT TASKS UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

Realignment Task #12

The Board of Trustees shall review, and if necessary, revise the BCCC strategic plan.

President McCurdy & Cabinet

President McCurdy and the Cabinet will review and expand the Board of Trustees approved 2018-2022 Strategic Plan goals and objectives. The work of expanding the Strategic Plan will engage members of the College community to develop strategies and targets.

2018-2022 Strategic Plan Framework:

Goal 1: Student success – Provide equitable access to a learning environment that supports a diverse population of learners and promotes student goal attainment.

- 1.1 – Align, support and deliver courses, programs, and services to ensure progression, transferability and employability.
- 1.2 – Utilize contemporary educational methods to improve and advance students' academic and workforce preparation and goals.
- 1.3 – Enhance the student experience by increasing awareness of and engagement with College activities and support services.
- 1.4 – Increase persistence and goal attainment across all student populations.

Goal 2: Community engagement – Implement a comprehensive approach to engage current and future students, alumni, and the community.

- 2.1 – Reposition the College's brand to increase awareness of programs and services and highlight targeted initiatives.
- 2.2 – Grow partnerships with business and industry, government agencies, community members, educational institutions, and all potential partners in serving our students and community.
- 2.3 – Strengthen partnerships to promote and increase access to student learning and transfer opportunities, collaborative planning, and resource sharing.

Goal 3: Institutional framework – Optimize resources to effectively and efficiently support existing and emerging initiatives.

- 3.1 – Ensure facilities, technology, staffing and instructional resources support a quality learning and working environment.
- 3.2 – Promote an environment of professionalism and civility.
- 3.3 – Invest resources to attract, grow and retain a highly-qualified and diverse faculty and staff.
- 3.4 – Develop and implement a plan to ensure faculty and staff knowledge retention and fluid transition during times of employee turnover.
- 3.5 – Improve the College's financial sustainability.

Plan Framework was approved by the BCCC Board of Trustees on April 18, 2018

TAB 3

Minutes



**BALTIMORE CITY COMMUNITY COLLEGE
BOARD OF TRUSTEES
UNAPPROVED OPEN SESSION MINUTES
May 15, 2019
4 p.m.
Liberty Campus
Board of Trustees Board Room
Administration Building 140**

Board Members Present: Kurt L. Schmoke, Esq. (Chair); Mr. Peter Nachtwey Dr. Rachel Pfeifer; Mr. Jason Perkins-Cohen; Mr. John D. Lewis; Mr. J.C. Weiss, III; Ms. Maricruz Abarca (Student Trustee).

Board Members Absent:
Dr. Rosemary Gillett-Karam (Vice Chair)
Maria Tildon, Esq.

Chair Schmoke brought the meeting to order.

I. APPROVAL OF THE AGENDA

The Board unanimously approved the May 15, 2019 agenda.

II. NEW BUSINESS

The Chief of Staff and General Counsel Bryan Perry, Esq., added a verbal update regarding the Realignment Tasks. Mr. Perry reported that the workgroups would be reconvened under Dr. McCurdy. A preliminary report on the status of the Realignment Tasks will be submitted to the Board at the June 19, 2019 Board Meeting.

Chair Schmoke congratulated Mr. Perry on his new position as Vice President and General Counsel at Northern Illinois University.

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

- A. Approval of the April 17, 2019 Minutes – Corrections Requested Under Tab 3**
- B. Student Government Association, (Mr. Victor Anokwuru, PresidentTAB 5**
- C. AFSCME Local # 1870 at BCCC (Ms. Charlene Gray, President).....TAB 6**
- D. Faculty Senate Report..... (Dr. Chima Ugah).....TAB 7**

The Board unanimously approved the consent agenda with corrections under Tab 3.

IV. ITEMS REMOVED FROM THE AGENDA

- College Contracts were removed from the agenda.

V. PUBLIC PRESENTATIONS

A. Excellence Awards

Mr. Saverio Coletta presented the 2019 Excellence Award winners:

- Administrative Professional – Ms. Angela Donn
- Career Service Professional – Mr. Ricky Pierce
- Full-time Faculty – Mr. Michael Kaye
- Adjunct Faculty – No nominees for 2019

The Board requested additional information on the Excellence Awards.

Mr. Scott Sanders, Associate Dean of Mathematics, provided comments on Mr. Kaye and Mr. Pierce as to why they were selected for the award categories.

B. Mayors Scholars Program

Dr. Debora Johnson-Ross, Director of the MSP, reported that there was an MSP Orientation held on May 15, 2019, that was attended by fifty students. Dr. Johnson-Ross presented a PowerPoint presentation that reported the enrollment projections and goals for the Summer Bridge Program. Other events scheduled for the MSP are;

- MSP Orientations, May 21, May 22, 2019
- Making the Grade (Study Halls) – Monday– Thursday through the end of the semester
- End of Year and Awards Celebration – May 16, 2019
- Workforce Information Sessions - May 1 and May 8, 2019

The Board inquired how communication is being disseminated to the students.

Dr. Johnson-Ross responded outreach is given only to those students who have applied, and a communication strategy is being developed that will include email, phone call, or text to students who have applied.

The Board suggested submitting any information regarding MSP to the district levels at Baltimore City Public Schools System (BCPSS).

The Board inquired as to the cut-off date for MSP applications. Dr. Johnson-Ross responded that the cut-off for the submission of MSP applications would be May 17, 2019.

VII. PRESIDENT'S REPORT

Dr. McCurdy reported that the report in the Board Book provided updates of the Cabinet areas. In addition, Dr. McCurdy gave an update of her initial months and the first 11 days as President of Baltimore City Community College (BCCC) that included:

- Meetings with local politicians
- Meetings with other College Presidents

- Meetings with Trustees
- Meetings with Student Leadership
- Meetings with Faculty Senate
- Meetings with AFSCME
- Three cabinet working sessions
- Attendance at the Greater Baltimore Committee (GBC) dinner

Other updates of Dr. McCurdy's first eleven days include:

- Implemented work schedules to an 8 a.m. to 5 p.m. workday
- Scheduled meetings with local media
- Reassigned reporting structure for Institutional Research to the VP of Effectiveness and Planning, VP Becky Burrell.
- Reassigned Scheduling and Events from Academic Affairs to Advancement and Strategic Partnerships
- Placed a hold on hiring, pending reviews
- Determined several personnel disciplinary actions

Upcoming tasks for Dr. McCurdy will include:

- Work with the Board of Trustees and College on Realignment Task implementation
- Structure for the ERP System
- Development of the College Strategic Plan

The Board Chair introduced the incoming SGA President and Vice President.

- Yusuf Olamide, SGA President
- Omer Olloumou, SGA Vice President

The Board asked Mr. Olamide to give the top three things of his campaign that he and Mr. Olloumou would be implementing.

Mr. Olamide responded that the top three things of concern from students that he and Mr. Olloumou would address are:

- Year Up
- Extended Library hours
- WiFi

CLOSING COMMENTS

VI. MOTION FOR ADJOURNMENT

Chair Schmoke motioned to adjourn the meeting to reconvene into a closed session at 4:36 p.m.

VII. NEXT MEETING *Wednesday, June 19, 2019.*

ATTENDANCE:

Debra L. McCurdy, PhD, President
Mr. Bryan Perry, Esq., Chief of Staff/General Counsel
Dr. Tonja Ringgold, VP of Academic Affairs
Ms. Becky Burrell, VP of Institutional Effectiveness and Planning
Ms. Sylvia Rochester, IVP of Student Affairs
Mr. Michael Thomas, VP of Workforce Development and Continuing Education
Mr. Calvin Harris, Jr., VP of Business & Finance
Ms. Dawn Kirstaetter, VP of Advancement & Strategic Partnerships
Ms. Lyllis Green, Chief Internal Auditor
Mr. James Knighton, Esq., Director of Governmental Relations
Ms. Michelle Williams, Director of Human Resources
Dr. Debora Johnson-Ross, Director of Mayor’s Scholars Program

BCCC Staff Present:

Ola Akinkuowo; Renata Allen; Terri Bell; Elena Berrocal; Lorraine Brown; Tamia Brown; Melvin Brooks; Dr. Pamela Ambush Burris; Nicole Cameron; Maria Cazabon; Saverio Coletta; Quintin Davis; Angela Donn; Sinithia Drake; Charlene Gray; Alisha Green; Jeff Green; Nana Gyesie; Wendy Harris; Eileen Hawkins; Charice Hayes; Kemberly Henderson; Salita High; Dorothy Holley; Shayla Hunter; Dr. Bob Iweha; Michael Kaye; Sung Y. Kim; Nena Kutniewski; Dr. Shawn Lane; Dr. Bryan Miller; Karen Mobley; Brian O’Connell; Scott Olden; Carla Peterson; Ricky Pierce; Dr. Darryl Pope; Shanta Rao; Benita F. Scott; Dr. Daphne Snowden; Chardai Stokes; Scott Saunders; Gregory Tarver; Dr. Chima Ugah; JáHon Vance; Eileen Waitsman; Jeff White; Brenda Wiley; Andre Williams.

Others Present:

Ms. Kristen McFarlane, AAG
Ms. Kathy Styles – Retired
Ms. Marlene Downs – Retired
Mr. Michael Scott – Student
Madelle Djomou – SGA Vice President
Victor C. Anokwuru – SGA President
Yusuf Olamide– Incoming SGA President
Omer Olloumou – Incoming SGA Vice President
Christiana Daramola – SGA
Prakriti Rai – SGA

CLOSED SESSION

The Board voted unanimously, under the Open Meetings Act, State Government Article Section 10-508, to convene in Closed Session on May 15, 2019, 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,

Debra L. McCurdy, PhD
President

TAB 4

SGA REPORT



**Baltimore City Community College
Student Government Association (SGA)
Board Report
June 2019**

May 3 and May 17, 2019

SGA meetings: Two SGA meetings were held in the Month of May. The last SGA meeting for the semester was held on May 17, 2019 in the Gaare Auditorium at 12 p.m. Highlights from the meeting are as follows:

- SGA President, Victor Anokwuru, gave the 2019 SGA Elections Results. Yusuf Olamide is the newly elected President, and Omer Olloumou is the newly elected Vice President of SGA.
- A SGA survey will be developed by June 30, 2019 and placed on Canvas. The purpose of the survey is to evaluate the effectiveness of the 2018-2019 SGA team.
- The new SGA leadership will be meeting in July to plan activities for the upcoming academic year.
- SGA President, Victor Anokwuru thanked everyone for their continued support throughout the year, wished everyone a great summer and much success to the new SGA leadership.

Events

May 3, 2019

Smithsonian Museum Trip to the National African American Museum on the National Mall: The Anthropology and Sociology Club (ASC) co-sponsored a trip with the History Club and the International Students Club. They traveled to the Smithsonian Museums on the National Mall via charter bus. This was a day long trip from 7 a.m. – 6:30



p.m. The group specifically visited: the Museum of the Native Americans, the African Art Museum, the African American History and Culture Museum and the Dr. Martin Luther King, Jr. Monument. This is an annual event for the ASC and History Clubs. There were 40 participants and this was the first time the club was able to obtain tickets to the African American Museum.

Panther Pride Week May 6 – 10, 2019

May 6, 2019

The Office of Student Life and Engagement, in conjunction with the Student Government Association, kicked off Panther Pride Week at both the WDCED and Liberty campuses with music, balloons, beverages and pastries. The day continued with speeches from the students that were running for the offices of President and Vice President of the Student Government Association (SGA). The 2019 candidates were Chris Mukendi and Nelson O. Adeyele, Omer Ollumou and Yusuf Olimide, and Amari Camper and Tyona Blackledge. This event was held in the Student Atrium on the Liberty Campus. SGA online voting via Canvas began at 3 p.m. and the polls closed at 11 a.m. on May 10, 2019. Students were also able to enjoy an afternoon snack of popcorn in the Student Atrium, Liberty campus from 3 - 4 p.m.



May 6, 2019

Home is Home III: African & African Diaspora Symposium: “Home Is Home” is a symposium exploring and celebrating the historical, political, cultural and other connections between Africa and the African Diaspora, and bridging any lingering conflicts that have kept people of African descent separated.

At this event, the Anthropology and Sociology Club advisors (BCCC Professors Servio, Hackett and Kondo) along with former BCCC alumni and community members discussed the concept of Diasporas and facilitated group discussions on the diaspora experience. There were sessions held on various topics throughout the day as well as a drumming interlude provided by the Anthropology and Sociology Club. The program was held from 11 a.m. to 3 p.m. in Room 4B of the Main Building, on the Liberty Campus. This is an event co-sponsored with Admissions, Student Success, TRIO SSS/STAIRS, Student Life and Engagement, the Anthropology and Sociology Club, History Club and the International Students Club.

May 7, 2019

Student Appreciation Day: Student Appreciation Day was co-sponsored with the Promise Academy held on May 7th with events at both the WDCED and Liberty campuses. The students enjoyed the various events held throughout the day. The following activities took place: Beverages and pastries (9 to 11 a.m.) at both WDCED and Liberty campuses. At the Liberty campus, a campus wide Scavenger Hunt (9 a.m. – 6 p.m.), along with blood pressure screenings and pics with the Panther (10 – 11 a.m. and 4:30 – 5:30 p.m.), a Student Services and Academic Resource Fair (11 a.m. – p.m.), and music with hotdogs and chips (12:30 – 1:30 p.m. and 4:30 – 5:30 p.m.). At the WDCED campus, there was a popcorn break with giveaways from 1:30 a.m. – 1 p.m. and 5 – 6:30 p.m. Between the two campuses, the activities attracted approximately 140 participants throughout the day.



May 8, 2019

Panther Pride Day-Wear Your BCCC Gear: The BCCC community was encouraged to show their Panther Pride and wear their BCCC gear. This is the annual fun day of Panther Pride Week on the Liberty campus. The student atrium and the upstairs outer atrium area were filled with vendors, fun games, and activities for students, faculty and staff. Two popular activities were the balloon joust and the caricatures. The WDCED provided their students with a treat of hotdogs and chips from 11 a.m. – 1 p.m. These early activities got the campus excited for the BCCC Student and Alumni vs Faculty and Staff Basketball Game which was held in the P.E. Center from 3 - 5 p.m. This event was well attended with 96 participants. Everyone was treated to hotdogs, chips and drinks. It was a close game, but the faculty and staff held on to get the win.



May 9, 2019

Bard Library/Book Store Lecture Series – Author, Cheing Laron:

The Bard Library/Book Store Author’s Series in conjunction with the Office of Student Life and Engagement, Alumni Affairs and the Student Government Association hosted Author and BCCC Alumna Cheing Laron. She is the author of the book “Mass Transit, the forgotten population”. “Mass Transit” is a serious look at the inner city of Baltimore and



other cities across the country, for the silent rebellion of the forgotten populace. The event was held in the Tranquility Lounge from 12 – 1 p.m.

May 9, 2019

BCCC Health Fair: The Health Fair was held from 10 a.m. to 2 p.m. in the Student Atrium, Liberty Campus. There were free health screenings for blood pressure and high blood sugar, and other information tables were available for students, faculty and staff. The event was held in the Student Atrium and co-sponsored with the Student Success Center.

May 9, 2019

Photo Booth Fun: The students and staff were able to take a break and enjoy music and take funny pics in a special photo booth on the Liberty campus. This is always a fun way to enjoy a day on campus. The event was held from 4 – 6 p.m.

May 9, 2019

Mosaic Art Project: BCCC Professor Tamara Payne held her 2nd Mosaic Art project for students, faculty and staff. The event was held in the Student Atrium of the Liberty Campus from 2 - 4 p.m.

May 10, 2019

YOGA and ZUMBA: For fitness fun, a Yoga session was offered from 12 – 1 p.m. and Zumba from 1 – 2 p.m. in the Tranquility Lounge. The Yoga event was co-sponsored with Student Support and Wellness Services.

May 10, 2019

SGA Elections Results: The 2019 SGA Election Polls closed at 11 a.m. The winners were announced by current SGA President Victor Anokwuru. The newly SGA President is Ysuf Olamide and the new Vice President is Omer Ollumou.



May 10, 2019

Student Meet and Greet with BCCC President Dr. Debra L McCurdy: The students were given a special opportunity to meet BCCC's new President from 2 – 3 p.m. in the Student Atrium of the Liberty Campus. Students were able to enjoy treats and drinks while Dr. McCurdy took the time to meet with as many students as possible.



May 10, 2019

SGA End of Year Celebration: The Student Government Association along with the Panther's Inc. Club and Phi Theta Kappa sponsored an end of year party for all students. The event was held in the BCCC Café with music, food and dancing. The hours of the event were 6 -10 p.m.

May 18, 2019

Trip to Six Flags: Members of the LatinX Uni2 club participated in a fun trip to the Six Flags Amusement Park in Largo, MD. This was a wonderful way to end the semester. There were eight students in addition to their advisors that enjoyed this day of fun.

May 20 - 24, 2019

Mt. Aetna Retreat: The Environmental Science Club participated in their annual retreat to the Mt. Aetna Retreat Center in Hagerstown, MD. This activity is for club planning and a year in review. This year, there were ten participants in addition to staff advisors and the Student Life and Engagement team.



TAB 5

AFSCME



AFSCME Local 1870 Presentation to the BCCC Board of Trustees
Wednesday, June 19, 2019

LABOR-MANAGEMENT COMMITTEE (LMC):

Parties mutually agreed to “put on hold” the LMC committee meetings for the duration of Memorandum of Understanding (MOU) negotiations between Labor and Management.

Pending

Of concern to the Union are MOU violations surrounding the changing of work hours of employees in the bargaining units. The College unilaterally made a change to our working conditions without bargaining the change and refusing to bargain over it. It is unreasonable for BCCC to demand that employees be on campus for 9 hours, especially without additional compensation. As a result we have filed an unfair labor practice charges with the State Higher *Education Labor Relations Board*. These changes force many employees to take an hour lunch in order to be on the job from 8 am until 5 pm., creating hardships on employees who normally take a ½ hour lunch break.

In addition, we’ve recently received notifications from our members that they are getting updated/revised job descriptions to sign and return to Human Resources. Both of these items constitute changes that require negotiations with the Union, as they pertain to wages, hours and working conditions.

Also, managers in our Student Affairs Division have sent out several emails to employees demanding they work six consecutive days a week, without choice and without compensation, despite our MOU clearly stating employees will work five consecutive days a week and compensation for overtime. This, too, causes hardship on employees.

Lastly, email communication from our Union is being blocked or sent to junk mail. It is illegal to interfere with communications from the union and its membership. Whether this is happening accidentally or on purpose it needs to stop. We have made Michelle Williams aware of this problem and need this resolved immediately.

MOU NEGOTIATION UPDATE:

Both sides have been meeting since February 2019 to go over proposals to negotiate the MOU renewals. We have tentatively agreed to several articles and we were making good progress. We are awaiting responses to key bargaining proposals regarding wages, contractual conversions, and parking. We were hoping to conclude negotiations prior to our contract expiration date of June 15, 2019.

TAB **6**



BOARD AGENDA
TAB **6** – INFORMATION
JUNE 19, 2019

Items removed from the Consent Agenda

A. College Contracts

B. Faculty Senate Report

TAB 7

PUBLIC PRESENTATIONS



CULTURAL DIVERSITY REPORT

Cultural Diversity Plan 2018-2019

Preface

It is with great excitement that we share the Baltimore City Community College (BCCC) plan for cultural diversity for the next academic year. The newly formed Diversity, Equity and Inclusion Committee will be the guiding force behind policies, procedures and practices for the institution.

While BCCC's strength comes from the many cultures represented on our campus and sites, we still recognize that more can be done to increase areas that remain under-represented. Having a diverse community creates an environment that fosters innovation, collaboration, critical thinking, and creativity. Most importantly, a diverse community aligns with our mission and vision of educational access, and opportunity for a diverse population of students. We believe that together we can make a real difference.

BCCC has an opportunity to be a model for other institutions, not just in the letter of our policies and procedures but in the spirit of our actions, measured by our respect for one another and our differences. Our desire is to foster a safe and inclusive environment for all who choose BCCC.

Office of the President

About BCCC

At Baltimore City Community College (BCCC) we meet students where they are through personal attention with the support of dedicated faculty. In fiscal year 2019, we educated nearly 14,000 students from Baltimore City, the State of Maryland, and the world.

BCCC is a State-sponsored, comprehensive, degree-granting community college with five learning sites in Baltimore City. We offer 28 associate degree programs and 18 certifications in high-demand fields, affordable tuition and flexible classes scheduled to meet students' needs.

At BCCC students receive the quality education and specialized training critical to get good jobs, to transfer to four-year institutions and to upgrade or acquire new skills to stay competitive in today's changing marketplace.

The College's Workforce Development and Continuing Education Division served more than 8,000 students seeking new skills and personal growth. BCCC offers General Educational Development for students seeking high school diplomas, English as a Second Language instruction and Adult Basic Education to strengthen literary skills.

BCCC welcomes students who want to enrich their lives through education and the pursuit of new skills.

Mission

Baltimore City Community College provides quality, affordable, and accessible education meeting the professional and personal goals of a diverse population, changing lives, and building communities.

Vision

Baltimore City Community College is an innovator in providing quality career pathways and educational opportunities for a diverse population of learners to exceed the challenges of an ever-changing competitive workforce and environment.

Core Values

These core values represent the most important underlying principles and beliefs that are the basis for the vision, strategies, plans, policies, and actions of Baltimore City Community College.

Integrity – Unwavering adherence to a strict moral and ethical standard.

Respect – Showing genuine concern and regard for the dignity of others while practicing civility, accepting, appreciating, and supporting individual differences.

Diversity – Recognizing, accepting, appreciating, and supporting individual differences and lifestyles.

Teaching – Impacting knowledge skills, and values that are essential to the success of the individual and growth of the community.

Learning – Gaining knowledge, skills, and understanding that are useful to the individual and college community by promoting intellectual curiosity.

Excellence – Providing excellent teaching, student services, customer services, and community engagement.

Leadership – Empowering, nurturing, and inspiring individuals to be leaders in their own sphere.

Professionalism – Adhering to the highest standard of customer service.

Our Commitment to Diversity

Baltimore City Community College is committed to creating a diverse and inclusive environment in which our students, faculty, and staff learn and work. The College's priorities are evidenced by its Strategic Plan, Core Values, Vision and Mission Statements. Our goals are to recruit and retain more faculty and staff by developing better recruiting strategies and by creating a hospitable campus setting; to nurture an atmosphere of welcome, civility, and respect for differences; and to take advantage of the College's quality as a microcosm of the larger world to instill in everyone, but especially students, an understanding of humanity beyond the College. These priorities inform the Diversity and Inclusion Plan.

The BCCC Diversity, Equity, and Inclusion Committee (DEI Committee) has been charged with ensuring the institution meets these goals in alignment with the Maryland Code, Education § 11-406.

Key Definitions proposed by BCCC's DEI Committee:

Diversity - the fact of many different types of things or people being included in something; a range of different things or people.

Equity - the commitment, capabilities, and experiences of an institution to equitably serve low income students, students of color, and other at-risk student populations with respect to access, success, and campus climate.

Inclusion – the act of taking in or comprising as a part of a whole or group

Diversity, Equity, and Inclusion Goals

This Diversity, Equity, and Inclusion Plan contemplates transformational change at the College, and its overarching goals are as follows:

1. Cultivate and sustain a diverse and multicultural student body that is reflective of a global community by recruiting, retaining, and graduating ethnic minority students that are under-represented in higher education.
2. Weave the principles of diversity, equity and inclusion into all aspects of College life.
3. Identify impediments to creating a diverse and inclusive environment, propose solutions to overcome those impediments, and measure our progress at all levels of the College infrastructure.
4. Ensure a variety of channels are utilized to attract and retain a diverse, qualified, and competitive applicant pool of faculty and staff.
5. Provide a supportive and nurturing learning environment to prepare students to collaborate with diverse communities locally and globally in a culturally sensitive manner.

The five goals delineated above will be achieved by implementing cultural, environmental, and structural changes throughout the College. It is these broad categories that will be targeted over the next five years. It is important to note that this plan is for the entire College community. It should not be viewed as limited to any particular group. Many of the recommendations will benefit all and are not tailored to traditional “diversity” considerations. Transforming the College is a shared responsibility, and this plan reflects that belief. Lastly, accountability measures will be developed by the committee charged with overseeing the plan’s implementation.

Goals	Performance Indicators	Strategies
Diversify student body	Enrollment data	<ul style="list-style-type: none"> • Targeted recruitment • Retention efforts • Internal and external collaborations
Weave diversity principles into College environment	Attitudes Assessment	<ul style="list-style-type: none"> • Update and administer climate survey
Identifying impediments	Institutional Capacity Assessment Tool “Equity” responses.	<ul style="list-style-type: none"> • DEI Committee to dive further in results based on various areas of the College and categories of staff.
Diversify faculty and staff	Number and variety of recruitment channels. Faculty and staff characteristics	<ul style="list-style-type: none"> • Broad recruitment • Retention efforts • Professional development opportunities
Support cultural learning	Student Engagement	<ul style="list-style-type: none"> • Enhance internal and external partnerships • Develop a cultural awareness “toolbox” • Host on-campus inclusive events • Enhance co-curricular activities

The following is a list of FY 2019 College efforts to create positive interactions and cultural awareness among the BCCC Community:

July 2018	
The Truth Initiative	This is a grant-funded student-led campaign to inform students regarding the dangers of tobacco use in an effort to create a tobacco free policy at BCCC. Several events, hosted from April 2018 to

	December 2019, showcase how big tobacco companies specifically target African-Americans, the LGBTQ community, and people with mental illness. Not only is tobacco a health and environmental issue, it also is a social justice issue. Students conducted a survey of faculty, students, and staff regarding creating a smoke-free campus.
September 2018	
Celebration of Constitution Day	The celebration included a keynote message from the Director of Black Girls Vote, and a voter registration drive.
October 2018	
Celebration of National Hispanic Heritage Month	Events designed to educate and immerse the College in Hispanic history and culture included a book discussion with Dr. Carla Chavez Moreno on the life of Isabel Allende as well as the campaign “I Stand With Immigrants” celebrating immigrants in America.
Discussing Depression	This wellness workshop was designed to help students who may be struggling with their mood or are interested in ways to identify depression. Techniques were discussed to improve mood and elevate functioning.
Community Resource Fair	Over 25 community agencies tabled information to inform students of important resources including LGBTQ friendly services, Veterans Affairs, and resources for people with disabilities.
Thanksgiving Potluck	The Refugee Youth Project partnered with Soccer Without Borders to host a Thanksgiving dinner potluck for refugee families and their family mentors.
Parent Information Session	In this Parent Information Session at Patterson High School, two BCPSS graduates, one of whom is a BCCC Mayor’s Scholars Program student, talked about what helped them succeed in high school. Parents also learned about resources available to them at the Enoch Pratt Free Library System. Another session was held in December.
Kombilesa Mi: Race & Racism across the Americas	The Anthropology and Sociology Club traveled to Towson University for the Afro-Latino presentation by Afro-Columbians of Palenque. This event was co-sponsored by Towson University and the African Diaspora Alliance of Baltimore. Live Afro-Latino Hip Hop music was featured.
Washington DC Smithsonian Museums Program	The Anthropology and Sociology Club (ASC) and the History Club traveled to Washington, DC for their annual trip to the Smithsonian Museums. This trip is designed to help students of all disciplines learn about culture, history and society beyond the campus and classrooms and understanding our fossilized roots.
I Stand with Immigrants Program	Local agencies and offices that provide services to immigrants shared the current context of Immigration in the nation and in Baltimore City. A panel discussion concerning experiences of BCCC students who are immigrants was featured on the national day of Colleges & Universities across the country to help foster a more positive and accurate portrayal of immigrants in the context in US history.
November 2018	

Bomba Yo Interactive Workshop	Bomba Yo! facilitated an interactive workshop on community building through Afro-Latin music and dance traditions, namely those of Puerto Rico as part of the Bomba tradition.
International Student Transfer Fair	This event featured 20 four-year institutions with general transfer information, but also specific information for students on F-1 visa. BCCC was the first community college in Maryland to create this fair, which can serve American and international students alike.
Annual International Film Festival	This event featured films and discussions, focusing on the themes of being an outsider and crossing borders. Students chose the films we watched: “Ali”, “Gandhi,” and “Spanglish.”
Keeping It Real Series	A BCCC Professor spoke on the topic of Black traitors in history. The lecture gave highlights on traitors in the Black community who conspired to tear down prominent African American leaders.
December 2018	
The Annual Kwanzaa Celebration	This Annual Kwanzaa Celebration was a festive night filled with storytelling, traditional dancing, drumming, fashion and food.
Food Drive	The Student Government Association and Office of Student Life and Engagement partnered with the Alpha Kappa Alpha Sorority, Inc. Rho Xi Chapter to sponsor a holiday food drive in support of BCCC’s Panther Food Pantry.
January 2019	
Movie Screening and Discussion	The Refugee Youth Project Coordinator and a Refugee Youth Project student alumna were invited to participate in a panel discussion after a screening of the movie <i>This Is Home: a refugee story</i> by Alexandra Shiva. The alumna shared information about refugee resettlement in America, making friends, attending an American school, and what the audience could do to help.
Panel Discussion with Grantmakers	The Refugee Youth Project Coordinator participated on a panel discussion for The Association of Baltimore Area Grantmakers titled “Baltimore’s Vulnerable Immigrants and Refugees.” Participants heard a status update about current issues affecting immigrants and refugees locally, the impact of the Safe City Baltimore Fund, and other examples of programs impacting immigrant and refugee students in the region.
February 2019	
“The Road not Taken”	A BCCC Professor led a discussion on healthy living and weight loss. Primary focus was placed on women’s health.
Black History Month Movie Nights	The Office of Student Life and Engagement and Student Government Association sponsored weekly movies during Black History Month.
“Closing the Black Divide: Easing the tension between US born and Immigrant Africans”	A BCCC Professor hosted a “Keeping it Real” lecture series presentation and discussion in celebration of Black History Month.
“Is it ADHD or am I a Kinesthetic Learner?”	This wellness workshop targeted students struggling with ADHD and/or are kinesthetic learners. Students were exposed to hands-on study skills to implement in their study routine. Disability Support Services Center information was given to interested students. Sponsored by Student Support and Wellness Services.

Connecting the Dots Form Harlem Renaissance to Hip Hop	BCCC's Associate Dean of English, Speech, Humanities, and Visual and Performing Arts presented on the connection of Hip Hop to the Harlem Renaissance through examination of poetry and song lyrics. The event was hosted at Coppin State University in recognition of Black History Month.
Special exhibit on the Negro Baseball League	The BCCC Alumni Association, Office of Student Life and Engagement and Student Government Association presented a special exhibit on the Negro Baseball League. Students were able to learn the history of the league through, photos, and videos.
Multicultural Children's Glass Book Case	The Anthropology and Sociology Club organized this passive program for students and visitors featuring children's books representing the diversity of ethnic groups (Latino, Africa, Jewish, Middle East and the Caribbean) on our campus, while additionally providing educational materials for consideration when selecting gift items for youth and children.
The LatinX UNI 2 Dance Lessons	The LatinX Uni 2 held a dance party to celebrate Valentine's Day, but also to encourage students to learn how to dance to Latino music. Students, faculty and staff had an opportunity to learn how to dance salsa and bachata.
Immigrants with Love Campaign	The LatinX UNI2 participated with millions of others across the USA in a day of action in support to all immigrants. Forty students wrote out postcards to encourage and support immigrants.
March 2019	
Celebrating, Respecting, and Valuing the Creativity of Women	Professor Jà Hon Vance facilitated the 9 th Annual Women's History Month Celebration to highlight women's contributions on campus.
Book Discussion: <i>Becoming</i>	A morning breakfast and book discussion on Former First Lady Michelle Obama's book <i>Becoming</i> . The event was hosted by the Mayor's Scholars Program and in recognition of Women's History Month.
The Marketplace Experience II	In celebration of Women's History Month, the event encompassed a panel discussion entitled "Shattering the Myth of Superwoman" focusing on women's issues, a vendor fair, and network opportunities for the college community.
The Trilogy of Trauma	In collaboration with Student Support and Wellness Services and the Black Mental Health Alliance, this series focuses on trauma and mental health. This series was scheduled for March, April, and June and included women only and male only events.
Panel Discussion for School Psychologists	This professional development session covered best practices for working with immigrant families and included representatives from the Esperanza Center and Baltimore City Public Schools' Newcomer Project.
Lunch and Speak	Lutheran and Immigrant Refugee Service along with other local providers shared how Lutheran leaders can engage their congregations and communities in accompanying and recognizing the gifts of newcomers in their neighborhoods.
Women's History Month Movie Nights	The Office of Student Life and Engagement, BCCC Alumni Association and the Student Government Association sponsored a movie night for Women's History Month. The movie shown was "Winnie Mandela."

Chat and Chips for Women's History Month	Guests were able to listen to women speakers from the PBS Series "To the Contrary: the Women Thought Leaders Series" with journalist Bonnie Erbe, Karine Jean-Pierre, National Spokesperson for MoveOn.Org and former staff member of President Obama's Administration.
Educators and Immigrant Youth Summit	Members of the LatinX UNI2 Club and BCCC staff attended the Youth Summit at Montgomery Community College to learn and discuss the factors that are affecting immigrant students pursuing higher education.
April 2019	
Author Series: <i>Autism and the Difference it Makes</i>	Author, Dr. Richard Bucher, and wife Pat discussed their family's journey and coming to grips with autism.
"Preparate Para Tu Futuro"	The College participated in a college and career readiness information session hosted by Benjamin Franklin High School, specifically designed for English as a Second Language community.
International Family Night	This event brought together immigrant and newcomer families from across the city to celebrate and honor the rich diversity of the school district. Activities included interactive learning stations, cultural and student performances, international culinary delights and a community resource fair. More than 400 families attended.
May 2019	
Home is Home	The College held the third symposium on the African and African Diaspora experience, "Home is Home," featuring speakers, workshops, and networking opportunities to increase understanding of and strengthen the connections between African communities and the African Diaspora. Although these populations comprise the majority of the staff and student population of the College, approximately 15.5% of the student population self-identify as "international," leading to the need for this opportunity to build better opportunities for success and understanding of staff and faculty of African descent.
June 2019	
World Refugee Day	The Refugee Youth Project will partner with the Creative Alliance in celebration of Baltimore's World Refugee Day. The Refugee Youth Project will bring refugee students and families to the event, display student artwork, and recommend student performers. BCCC's English Language Services programs for English Language Learners will conduct outreach at this event to advertise free classes.
Additional Initiatives	
Inclusive Language	The intake paperwork throughout the Testing Center and Student Support and Wellness Services to use inclusive language regarding gender. Safe-space trainings took place with our office employees this year and we identify our offices as a Safe Space. Students surveys developed by the Office of Institutional Research use inclusive language related to gender

Bi-Lingual Wellness Counselor Hiring	In Student Support and Wellness Services a second counselor was hired. Being bi-lingual she has conducted therapy in Spanish with students, presented some wellness workshops in Spanish for the Latin X club and ESL students, and is currently updating some of our paperwork and flyers to read in Spanish.
Social Media Campaigns	BCCC has enhanced their social media presence highlighting diversity, equity, and inclusion by promoting and educating the college community of significant events and achievements.

Achieving the Dream

Since 2017, Baltimore City Community College (BCCC) has been a proud member of the Achieving the Dream Network (ATD), a non-governmental reform movement dedicated to helping community college students realize greater economic opportunity and achieve their dreams. Through ATD, BCCC is part of an elite network of more than 200 colleges working to preserve access and assure that their students, especially low-income students and students of color, achieve their goals for academic success, personal growth, and economic opportunity. ATD emphasizes building a culture of evidence, in which colleges use data to identify effective practices, improve student success rates, and close achievement gaps. BCCC is one of six Maryland community colleges in the network. BCCC receives three visits per year from ATD’s assigned Leadership and Data Coaches which engage faculty and staff from across the College. BCCC’s ATD Council, with members representing all major College units, meets monthly and is led by the Vice President for Academic Affairs/Accreditation Liaison Officer and Director of Institutional Research.

Much of ATD’s work is built around the belief that community colleges demonstrating strength in seven key dimensions, including “Equity,” will have greater success in implementing action plans for student success. Therefore, ATD developed the Institutional Capacity & Assessment Tool (ICAT) for ATD network colleges. The ICAT is an online self-assessment survey designed to help colleges assess their strengths and areas for improvement in the seven key dimensions encompassed in the Institutional Capacity Framework shown below. ATD defines equity as “the commitment, capabilities, and experiences of an institution to equitably serve low income students, students of color, and other at-risk student populations with respect to access, success, and campus climate.”

BCCC’s OIR plans to continue to administer the ICAT annually in the fall.

As discussed in other sections of this report, the College has formed the Cultural Diversity, Equity, and Inclusion Committee to develop a definition of equity, serve as a formal entity to coordinate equity efforts, and facilitate conversations with the College community. The BCCC 2018 – 2022 Strategic Plan’s Goal 1, Student Success, is to “provide equitable access to a learning environment that supports a diverse population of learners and promotes student goal attainment.

With the new Strategic Plan, the College’s Human Resources Office has renewed its emphasis for professional development offerings related to diversity, inclusion, and equity which are provided below. Such workshops include those noted in Chart 1. Through SkillPort, BCCC’s online training tool, the following diversity-related modules are offered: Bridging the Diversity Gap; Your Role in Workplace Diversity; Facing the Management Challenges of Difficult Behavior & Diverse Teams; Workplace Management – Global HR, Diversity, & Inclusion; Diversity on the Job: Diversity & You; Diversity on the Job: The Importance of Diversity & the Changing Workplace; Understanding Unconscious Bias; Overcoming Your Own Unconscious Bias; Overcoming Unconscious Bias in the Workplace; Maintaining

a Cohesive Multigenerational Workforce; Using Communication Strategies to Bridge Cultural Divides; and Culture & Its Effect on Communication.

Chart 1: BCCC Professional Development Offerings: Diversity, Equity, and Inclusion

Safe Spaces	This workshop will ensure that folks are sensitive to all the nuances in our culture today as it relates to the Lesbian, Gay, Bisexual, Transgender, Questioning, Intersex and Asexual (LGBTQIA) community. The workshop will review best practices in interfacing with the community, and attendees will learn to better identify and avoid intentional or unintentional speech or actions that may cause offense.
Stereotypes & Microaggressions	This workshop will raise awareness to unintentional or unconscious stereotyping that we may be doing when interfacing with our peers. The concept of microaggressions, subtle acts or comments that stereotype others, will be introduced and discussed. Strategies to avoid microaggressions will also be reviewed.
Diversity & Inclusion	This workshop will stress the importance of being inclusive with people of other backgrounds in our personal and professional lives, as well as the benefits of living and working in a diverse community. The concept of bias will be discussed, as well as what we can do to avoid bias and be more inclusive with all of our peers to foster innovative thought and a greater sense of community.
Immigration 101	This workshop will give attendees a better understanding of everything immigrants go through and endure in making the move to the United States. Myths are dispelled and facts shared to paint an accurate picture of the trials and tribulations faced by immigrants in this day and age.
Generational Issues	This workshop examines the different generations that make up our community and work force. Attendees will learn about the different generations, their unique needs and wants, and how to best interface with them. Dynamics among the different generations in our society will be reviewed and discussed.
Diversity on Campus	This workshop is comparable to the Diversity & Inclusion session, but it focus more on campus life. Attendees will gain a greater understanding and awareness to the melting pot that is our campus. Diversity as a strength as it pertains to higher education institutions will be an underlying theme.
Conflict Resolution	This workshop will focus on best practices to resolve conflict and differences in a civil fashion. Conflict can be a side effect in an environment that has a great deal of diversity, and this workshop will equip attendees with the skills needed to ensure that we maintain civility, respect, and dignity in resolving conflict with our peers.

In terms of recruiting faculty and staff, the Human Resources Office utilized the following websites to attract a diverse applicant pool: Marylanddiversity.com, Diversityjobs.com, [Higher Education Recruitment Consortium \(HERC\)](http://Higher Education Recruitment Consortium (HERC)), Chroniclevitae.com, Higheredjobs.com, Insidehigher.com, Academiccareers.com, The Maryland Workforce Exchange, and Indeed.com

The gender and ethnic distributions of BCCC’s full-time faculty and staff for fall 2018 are provided in Charts 2 and 3.

Chart 2: BCCC Fall 2018 Full-Time Faculty and Staff Gender and Ethnic Background Counts

Baltimore City Community College								
Fall 2018 Full-Time Faculty and Staff: Gender and Ethnic Background / Race								
	Total	Hispanic	White	African American	Asian	American Indian / Native Alaskan	Native Hawaiian / Pacific Islander	Other / Unknown
Faculty								
Men	45	0	11	27	6	0	1	0
Women	59	0	13	44	2	0	0	0
<i>Total</i>	104	0	24	71	8	0	1	0
Administrators								
Men	25	0	5	18	2	0	0	0
Women	34	1	9	22	1	1	0	0
<i>Total</i>	59	1	14	40	3	1	0	0
Other Professional Staff								
Men	43	1	16	24	1	1	0	0
Women	81	2	15	60	4	0	0	0
<i>Total</i>	124	3	31	84	5	1	0	0
Support Staff								
Men	36	0	6	29	1	0	0	0
Women	67	0	3	62	1	1	0	0
<i>Total</i>	103	0	9	91	2	1	0	0
All Full-Time Employees	390	4	78	286	18	3	1	0

Source: Fall 2018 BCCC Employee Data System file prepared for MHEC by the Offices of Institutional Research, Human Resources, and Information Technology Services. BCCC Office of Institutional Research - March 2019

BCCC College Community

BCCC’s Advancement & Strategic Partnership Division contracted with an external market research firm to conduct “audience” research related to brand awareness, constituents’ expectations of BCCC, and insights as to how to communicate more effectively with key audiences. Audiences included students (316), faculty/staff (376), alumni and friends of BCCC (205), and community members (546). Focus groups were conducted in fall 2018 with high school students, family members, and workforce candidates. Key findings related to diversity include the following.

- 76% of BCCC students and 57% of community prospects indicated that “a place that welcomes all backgrounds, encouraging diversity and different points of view” is “very important” to them.
- 78% of BCCC students and 64% of community prospects gave ratings of 4 or 5 on a five-point scale in terms of BCCC being “a place that welcomes all backgrounds, encouraging diversity and different points of view.”
- 63% of students and 55% of community prospects gave ratings of 4 or 5 in terms of BCCC being “a friendly, supportive community where you feel like you fit in.”

Students

In addition to tracking enrollment trends based on ethnic background as provided in Chart 3, the Office of Institutional Research (OIR) develops and shares grades and retention data based on various student characteristics including ethnic background, gender, age, Pell status, developmental need, full- or part-time enrollment status, and distance education status. Many such measures are included in the annual Performance Accountability Report OIR prepares and submits to MHEC every year.

Chart 3: BCCC Fall 2013 – Fall 2018 Credit Student Enrollment by Ethnic Background

Baltimore City Community College: Fall Credit Enrollment Distribution by Ethnic Background / Race	Fall 2013		Fall 2014		Fall 2015		Fall 2016		Fall 2017		Fall 2018	
	#	%	#	%	#	%	#	%	#	%	#	%
a. Hispanic or Hispanic Multi-race (Excluding White)	112	2.1%	143	2.7%	124	2.6%	116	2.6%	103	2.5%	158	3.5%
b. Hispanic-and-White or Hispanic-and-White with Other Races	27	0.5%	30	0.6%	31	0.7%	26	0.6%	28	0.7%	32	0.7%
c. White or White Multi-Race (Excluding Hispanic)	512	9.5%	458	8.7%	427	9.0%	425	9.6%	347	8.3%	366	8.1%
d. African American Only	4,334	80.7%	4,297	81.6%	3,779	80.0%	3,455	78.4%	3,314	79.1%	3,628	80.2%
e. Asian Only	222	4.1%	180	3.4%	210	4.4%	242	5.5%	244	5.8%	180	4.0%
f. American Indian Only	11	0.2%	0	0.0%	9	0.2%	5	0.1%	7	0.2%	9	0.2%
g. Native Hawaiian/Pacific Islander Only	14	0.3%	2	0.0%	6	0.1%	5	0.1%	4	0.1%	2	0.0%
h. Multi-race (Other than with Hispanic or White)	21	0.4%	33	0.6%	37	0.8%	31	0.7%	35	0.8%	33	0.7%
i. Other/Unknown	118	2.2%	126	2.4%	103	2.2%	104	2.4%	106	2.5%	115	2.5%
<i>Total</i>	5,371	100.0%	5,269	100.0%	4,726	100.0%	4,409	100.0%	4,188	100.0%	4,523	100.0%

Source: BCCC fall Enrollment Information System (EIS) files prepared for the Maryland Higher Education Commission annually in November, in accordance with State guidelines. Students are categorized by Hispanic/Hispanic-multi-race first, White/White-multi-race second, other multi-race third, and all other races.
BCCC Office of Institutional Research - January 2019

OIR administers the Community College Survey of Student Engagement (CCSSE) to on-campus credit students, in class, every two years in the spring semester, most recently in spring 2018 (410 respondents).

Characteristics of the respondents include the following.

- 26.2% indicated that English is not their native (first) language.
- 88.8% indicated that they would recommend BCCC to a friend or family member.
- 15.5% indicated that they are an international student or non-resident alien.
- 66.9% indicated that they are “Black or African American,” 2.8% indicated they are “Hispanic or Latino,” 6.8% indicated they are “Asian,” 7.8% indicated they are “White,” 5.6% indicated two or more races; and 10.2% indicated other or unknown.

Results related to diversity, equity, and inclusion include the following.

- 77.3% of respondents indicated that BCCC emphasized “encouraging contact among students from different economic, social, and racial or ethnic backgrounds” quite a bit or very much.
- 87.9% indicated that they strongly agree or agree that “I feel welcome and respected at BCCC.”
- 77.5% indicated that they strongly agree or agree that “I have good relationships with others at BCCC.”

Future Initiatives

- By **October 2019**, administer the Intercultural Development Inventory (IDI) to all committee members –
 - as a tool to understand best our starting point individually and on a continuum of cultural competence
- The Maryland Equity & Inclusion Leadership Program (MEILP) is now accepting applications for the 2020 class. Members of the DEI committee will be strongly encouraged to participate in this excellent training opportunity. Applications must be submitted by **September 27, 2019**
- Make a commitment to send our committee members, particularly faculty, and the Curriculum Development Committee (also CDC) to the annual AACC Diversity Institute, which addresses multicultural curriculum development. This year it will be held on **May 2020**.
- The committee will **immediately** develop a joint subcommittee between both BCCC and CDC to work together to explore best practices in multicultural curriculum development, similar to efforts at UMCP and AACC (Curriculum Transformation Project). Include a questionnaire similar to the

AACC CTP, which encourages faculty to re/design their curricula with inclusion, diversity, and equity in mind.

- Consider options, including grant opportunities, to perform a comprehensive climate survey.
- By **April 2020**, have a member of Human Resources trained on and certified in administering the IDI assessment.
- By **August 2019**, develop regular trainings by HR on:
 - Reduced bias interviewing techniques for hiring committees
 - Nonverbal and verbal cross-cultural communication
- By **October 2019**, HR will examine the progress of candidates from under-represented groups through the hiring process.
- Beginning in **July 2019**, prioritize adequate staffing for areas that serve under-represented and special populations

Diversity Grants of Interest by the DEI Committee

2019–2020 Diversity and Inclusiveness Funding

The American Philosophical Association, in keeping with its mission and goals and the association's longstanding commitment to addressing philosophy's serious lack of demographic diversity, will make available up to \$20,000 in fiscal year 2020 to fund projects aiming to increase the presence and participation of women, racial and ethnic minorities, LGBTQ+ people, people with disabilities, people of low socioeconomic status, and other underrepresented groups at all levels of philosophy. The APA board of officers strongly prefers proposals that convincingly demonstrate their potential to decisively impact diversity and inclusion within philosophy. All APA members are invited to submit proposals.

The APA strongly prefers proposals totaling approximately \$10,000 or \$20,000, as the board of the association anticipates funding either one \$20,000 project or two \$10,000 projects. The board encourages applicants who submit proposals for \$20,000 projects to include an alternate project description and budget at the \$10,000 level. Although the APA normally funds projects for only one year at a time, it welcomes applications for renewal funding in subsequent years.

The board of officers will review proposals and make funding decisions in **November 2019**. Projects should commence no earlier than **January 1, 2020**. The APA will disburse grant funds by June 30, 2020.

Disability Inclusion Initiative

The Disability Inclusion Initiative was established in 2000 to support individuals with disabilities as they strive to achieve independence, community integration and a better quality of life. The Foundation believes that persons with disabilities have the right to be included in the broader community and the right to opportunities that promote their participation in it.

The Foundation's strategy for supporting individuals with disabilities involved four approaches:

- Improving the distribution of assistive technology devices and/or the availability of related training and support services
- Increasing opportunities for participation in sports, recreation and the arts
- Improving services to under-served populations such as the elderly, youth in transition, and social and linguistic minorities.
- Employing a systemic approach to overcoming barriers to inclusion

Since the inception of the Initiative, 160 grants totaling about \$3.9 million have been made, benefitting 62 organizations.

Hate-based Crime Prevention at BCCC

Protected Classes

In accordance with The Federal Bureau of Investigation (FBI), a hate crime is a criminal offense against a person or property motivated in whole or in part by an offender's bias against a race, religion, disability, ethnic origin or sexual orientation. (In addition to those mentioned above, other categories or identities may be protected depending on where the crime took place; local and state laws may vary and a federal offense may have been committed).

Baltimore City Community College (BCCC) is committed to creating and maintaining a welcoming and inclusive campus community. Every individual is valued and should feel welcomed and included as a member of this community. The Panther CARE Team serves to make sure ALL people at BCCC feel safe to be themselves.

BCCC also strives to provide an educational, working and living environment that welcomes and respects all people. All of us are expected to commit to maintaining a safe, respectful, inclusive, civil and welcoming environment. Acts that go against the core values of the institution destroy the sense of community we all share. Additionally, acts of intolerance do untold and unjust harm to the well-being, dignity and safety of those who are the victims of such acts.

How to Report a Bias Incident

The Panther CARE Team receives and responds to reports of bias incidents that have been experienced or witnessed. Reports will be reviewed in a timely manner. All emergencies should be directed to Public Safety or call 911.

When reporting an incident, the individual has the option of reporting it as "information only" or "request for follow up." Information only reports are intended to give the Panther CARE Team information on the individuals experience at BCCC. These reports help the Panther CARE Team keep a pulse on the campus climate. Things to report as information only would include hearing insensitive remarks or language not directed at an individual, noticing certain trends of bias that have not targeted a specific individual, etc.

Reports can be filed anonymously. However, if the report is filed anonymously it may limit the response the Panther CARE Team can have. Every effort will be made to keep your report confidential. However, the members of Panther CARE, as administrative agents in an educational institution, adhere to the laws and standards governing the disclosure of information to third parties both within and external to the College.



BOARD AGENDA
TAB 7- INFORMATION
JUNE 19, 2019

IT Infrastructure Plan Update

Baltimore City Community College

IT Infrastructure Plan Update

July 1, 2019



Realignment Task #9

- “[A]ddress the information technology (IT) and infrastructure needs of BCCC, including whether oversight by the Department of Information Technology is advisable.”

(Source: HB 1595, “Baltimore City Community College – Realignment, 2017 Session)

- “BCCC should provide to the budget committees a five-year IT infrastructure plan, including the IT infrastructure that it will upgrade or replace, its timeline for replacing and upgrading, when it will be able to support a new ERP system, and all associated costs. BCCC should work with the Department of Information Technology in creating its five-year plan. This plan shall be submitted to the budget committees by November 1, 2018.”

(Source: Report on the Fiscal 2019 State Operating Budget (SB 185) and the State Capital Budget (SB 186) and Related Recommendations [“Joint Chairmen’s Report”], April 2018)

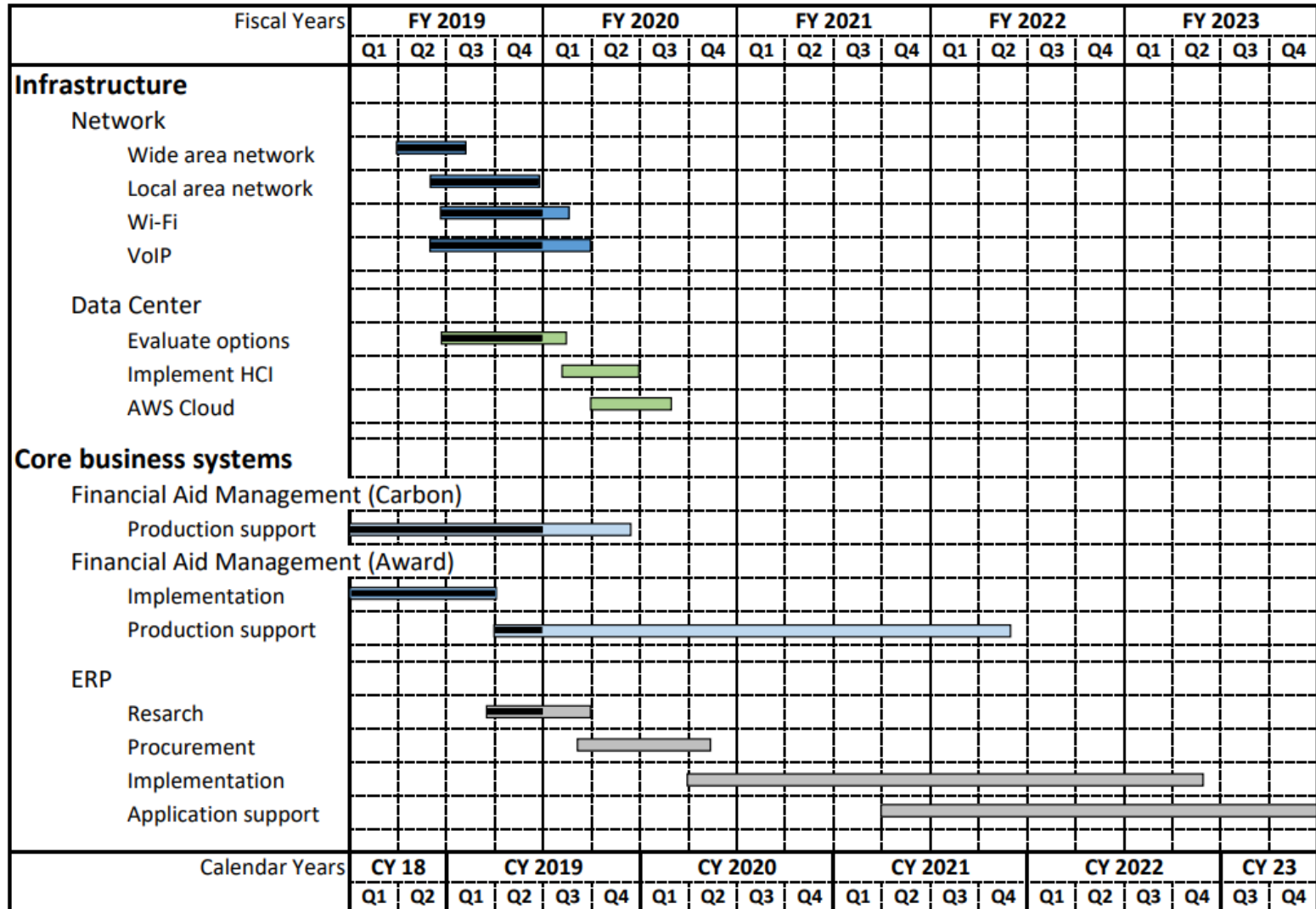
- Improve the student experience
- Improve faculty, staff, administrative work experience
- Address the IT and infrastructure needs of BCCC, including whether oversight by the Department of Information Technology is advisable as captured by Realignment Task #9 in the JCR Report
- Provide core infrastructure and core business systems that address current operational needs and provide for future growth and innovation
- Maximize health, security, and support of systems at lowest cost

In October 2018, BCCC submitted a plan to address IT Infrastructure issues that had been identified related to the capacity of the existing technical infrastructure to support the operation of an upcoming core business system (ERP) and to support other essential business functions for faculty, staff, students and community with improved performance, stability, and reliability.

In that plan, the College outlined goals for refreshing major components of the technical infrastructure with ambitious completion targets identified. This report will update the status of those initiatives undertaken to date and will project a timeline for the next phase of updates.

In conjunction with Maryland DoIT, significant financial resources and staff time have been directed toward addressing the key areas as identified (Infrastructure – Network & Data Center; Core Business System – Financial Aid Management & ERP). That investment has yielded substantial progress and improvement in key target areas, particularly in Infrastructure and Financial Aid, as reported below.

BCCC 5 Year IT Infrastructure Plan



Key areas of the Technology Upgrade Effort

Infrastructure

Network

Data Center

Core business systems

Financial Aid
Management

Enterprise Resource
Planning (ERP)

Infrastructure – Network Status

Wide Area Network, Local Area Network and Wi-Fi

- Implemented fiber optic connections to all BCCC locations
- Improved configuration of Wide Area Network (WAN)
- Established managed firewall to secure all College data traffic
- Replaced Local Area Network (LAN) switches in all buildings
- Replaced Wi-Fi controllers and access points (AP)
- Migrated e-mail to cloud based service
- Enabled cloud-based VoIP phone service, transitioned first groups of users

- **Spent \$1.5m of \$2.0m projection**
- **Completed planned activities on time**
- **Current network infrastructure will support the implementation of a SaaS ERP solution**

Infrastructure – Network Next Steps

- Continue VoIP phone deployment to remaining users
- Complete Wi-Fi augmentation

Infrastructure – Data Center Status

- Reviewed server architecture plan for technical and budgetary fit
- Explored other architecture options to meet BCCC needs
- Identified hybrid on-premise and cloud configuration that improves operational state and future support of data center
- On premise components leverage Hyper Converged Infrastructure (HCI) technology
- Cloud components leverage virtualized infrastructure for integrated backup and disaster recovery

- **Alternative plan reduces Year 1 costs by \$280k**
- **Reduces recurring costs by \$705k**
- **Implementation expected on time**

Infrastructure – Data Center Next Steps

- Engage Data Center implementation vendor
- Procure Hyper Converged Infrastructure components
- Plan and execute Data Center upgrade implementation

Infrastructure - Data Center Costs

Strategic Proposal – Costs are subject to refinement and may increase or decrease with additional architectural re-design, vendor negotiations/discounts etc.

Servers/Datacenter OPTIONS	One-Time Outlay			Annual Recurring after Year 1
	Capital Purchase	Services	Year One Total	
Option 1: Prior Recommendation				
Private Cloud Hosting - Managed/Included Support & DR	\$110,451	\$926,367	\$1,036,818	\$926,367
Option 2: New Recommendation				
Hybrid HCI On-Prem/ VMC on AWS Cloud	\$540,000	\$221,000	\$761,000	\$221,000

Financial Aid Management Status

- Continued vendor support for current platform (Regent Carbon) to process applications for 2018-2019 academic year
- Transitioned to modern platform (Regent Award) to allow for processing of applications for 2019-2020 academic year

Regent Award went live on 4/1/2019, currently processing applications in new system

- Migrate to a modern SaaS core business solution to address the operational challenges faced by BCCC.
- Overall the planning will detail the 32 - 48 month process to launch the following major modules:
 - Student Modules
 - Finance and Business Administration
 - Human Capital Management

- Conducted research to find Higher Ed users of SaaS ERP packages
- Conducted business process improvement activities
 - Process measurements efforts
 - Data cleansing and data governance
 - Foster sense of data ownership
 - Build processes to keep data clean
- Reviewed requirements and business practices from prior RFP in support of procurement
- Mapped current systems to potential vendor systems to determine which systems can be retired
- Accelerated efforts with DoIT on procurement and implementation

Core Business Systems Next Steps

- Complete Research
- Determine purchase options for software and services
 - Intergovernmental Cooperative Purchase Agreement (IGCPA/Piggy-back) for software
 - Request for Proposal (RFP)
- Conduct Procurement
- Execute Change Management
 - Begin organizational readiness
 - Identify sponsor coalition and core project team members
 - Conduct User Education
- Capture financial estimates for implementation
- Implement selected software

Combined Projected Costs

The combined projected costs for Infrastructure, Financial Aid Management and Core Business System (ERP) are represented below:

Item	FY19	FY20	FY21	FY22	Total
Financial Aid Management	\$ 809,329	\$ 300,000	\$ 250,000	\$ 250,000	\$ 1,609,329
Infrastructure Phase 1	\$ 1,533,641	\$ 150,000	\$ 150,000	\$ 150,000	\$ 1,983,641
Infrastructure Phase 2	-	\$ 761,000	\$ 221,000	\$ 221,000	\$ 1,203,000
Core Business System (ERP)					
Research & Planning	\$ 470,200	\$ 525,000	\$ 525,000	\$ 525,000	\$ 2,045,200
SaaS Licenses	-	\$ 1,200,000	\$ 700,000	\$ 700,000	\$ 2,600,000
Implementation	-	\$ 2,500,000	\$ 3,000,000	\$ 1,500,000	\$ 7,000,000
Totals	\$ 2,813,170	\$ 5,436,000	\$ 4,846,000	\$ 3,346,000	\$ 16,441,170

- FY19 data as of June 6, 2019
- FY19 Infrastructure Phase 1 includes a BPW approved credit of \$194,217 from DGS for upgrades in the new Administration Wing.
- These numbers represent best-guess estimates until ERP research and planning and support can validate estimates.

Statement on Ransomware

BCCC implemented security related changes in 2016, specifically a crowd sourced, cloud based DNS protection system that, to date, has avoided ransomware attacks on shared resources. Network design that has been implemented inherently separates server traffic from user traffic to mitigate the impact of user-borne malware.

Managed firewall, as a part of the FY 2019 infrastructure upgrade, leverages security expertise employed by DoIT and DoIT contractors in accordance with audit mandated firewall rules.

Communication with a market leading server virtualization infrastructure vendor has uncovered some access control best practices that are being implemented at BCCC in accordance with principles of least privilege. Server plan integrates additional security measures along with virtualization platform.



BOARD AGENDA
TAB **8** - INFORMATION
JUNE 19, 2019

NO COLLEGE POLICIES



NO COLLEGE POLICIES



TAB 9

PRESIDENT'S REPORT



Baltimore City Community College

PRESIDENT'S UPDATE

Board of Trustees, June 19, 2019

Dr. Debra L. McCurdy, President

The following denotes some of the meetings and activities of the President since the May 2019 report to the BCCC Board of Trustees.

Meetings with Trustees

- May 16, 2019 - Met with Pete Nachtwey
- May 22, 2019 - Met with Rachel Pfeifer

Meetings with Business/ Corporate Stakeholders

- May 28, 2019 - Meeting with Kirby Fowler, President of Downtown Partnership
- May 20, 2019 - Meeting with Al Hutchinson, President of Visit Baltimore
- Jeff Cherry, CEO of Conscious Ventures
- June 11, 2019 - Meeting with David Cordish, Chairman/ CEO of the Cordish Companies
- June 14, 2019 - Meeting with Talib Horne, Annie E. Casey Foundation
- June 14, 2019 - Meeting with Jeanne Hitchcock, Hopkins/ PTECH/ Workforce Development Taskforce
- June 17, 2019 - Meeting with Marc Steiner, radio consultant
- June 18, 2019 - Meeting with Jeff Greidlein, Hartmann Executive Advisors & Navigator Management Partners (information technology infrastructure status)
- May 16, 2019 - Attended gathering of C Suite leaders from around City hosted by Casey President Lisa Hamilton and Trustee Maria Tildon

City Schools

- May 20, 2019 - Attended the Heart of the Schools Awards
- June 5, 2019 - Cabinet Meeting held with Dr. Rachel Pfeifer, Chief of College and Career Readiness

State Elected Officials

- May 21, 2019 - Met with Senator Jim Rosapepe
- May 22, 2019 - Attended 40th District Town Hall on Campus hosted by Senator Antonio Hayes, Delegates Nick Mosby, Frank Conaway, Jr. and Melissa Wells
- May 14, 2019 - Meeting with Keiffer Mitchell, Senior Advisor to Governor

Mayor's Office

- June 17, 2019 - Mayor Jack Young, Conference Call
- June 10, 2019 - Meeting with Tisha Edwards, Executive Director of the Mayor's Office of Children and Youth

University Presidents

- May 28, 2019 - Meeting with Dr. Aminta Breaux, President of Bowie State University
- June 4, 2019 - Met with Former BCCC President Dr. Jim Tschechtelin



- June 6, 2019 - Meeting with Dr. Maria Thompson and CIO, Coppin State University
- May 30, 2019 - Campus Compact Board of Directors Meeting
- Meetings scheduled for July and August with presidents Ron Daniels, Johns Hopkins University and Dr. Freeman Hrabowski, UMBC

BCCC Events

- May 14, 2019 - Visited the College's Fine Arts Showcase
- May 14, 2019 - Attended the Mayor's Scholars Program Orientation
- June 1, 2019 - Commencement; Made major changes to event format and printed program
- June 8, 2019 - Attended BCCC's High School Diploma Program graduation

Critical Topics Addressed with Cabinet and Staff Include

- Budget Process
- Bard Building Options
- Procurement Process
- Implementation of the College's 8 am- 5 pm Workday
- Grants Process
- Financial Aid Verification
- ERP System and Status
- Facilities and College Safety Area Priorities
- Work with Cabinet on Staff Realignment
- Commencement Exercises
- Cabinet Leadership and Management Attributes & Expectations
- BCCC Realignment Tasks Status with Cabinet

BCCC Leadership

- May 17, 2019 - Met with members of the Faculty Senate Executive Committee
- May 14, 2019 - Met with members of the Union's executive committee
- Held weekly routine meetings with Cabinet and established individual weekly meetings with all Cabinet members
- June 6-7, 2019 - Held Cabinet retreat; two more Cabinet retreats planned for June and July 2019.
- June 18, 2019 - Meeting with Union Leadership

Media

- May 16, 2019 Interviewed with Baltimore Times
- Will be featured in upcoming issue of the Baltimore Business Journal



Baltimore City Community College

CABINET UPDATE

Board of Trustees, June 19, 2019

Dr. Tonja Ringgold, Vice President for Academic Affairs

Complete College Baltimore

- In accordance with the College and Career Readiness and College Completion Act of 2013, BCCC increased its efforts to reach near completers by contacting students who left the College within the past five years (Fall 2013), earned 45 credits or more, and did not earn a degree or certificate. Current initiatives include regularly scheduled “Near Completer Days” where this targeted population will meet with academic advisors for degree audits, complete or recertify FAFSA applications, obtain campus resource information, and work directly with staff dedicated to usher these students through the re-enrollment process on to graduation.
- BCCC’s goal is to ensure that there are student support systems in place to assist and facilitate stop-out and dropout students’ return to the college environment while keeping students focused on the completion of their credential. Additionally, ongoing degree audits are conducted to determine student progress toward degrees or certificates. Degree audits generate follow-up communications to assist near completer students.
- Near completer data points:
 - Total emails sent to initially engage: 1,496
 - Number responding to emails: 116
 - Total number of phone calls made: 300
 - Total degree audits completed: 100+
 - Number attending Near Completers Day: 35 * *additional students visited the campus that week to have audits done-approximately 20*
 - Number of students who registered for classes: 11 * *where possible, these students are being assisted with books and other materials available through CCB*
 - Next scheduled Near Completer day: July 2019

Academic Operations

- Fifteen faculty members are preparing their courses for a QM course review. Three faculty members already submitted their courses. We expect that by the end of August all fifteen courses will be submitted for a QM review. Faculty whose courses will be QM –certified will provide their course designs to colleagues teaching the same courses in order to ensure consistency and quality.
- During the 2019 Spring Semester, 103 courses were offered using OERs. Fifteen faculty members participated in our June OER Institute, so more OER courses are expected to be offered in the fall.

School of Arts & Social Sciences

- **Baltimore Police Department Cadet Academy**—BCCC (AA (SASS) and WDCED) is continuing to collaborate with the Mayor’s Office and the Baltimore City Police Department to reestablish the Cadet Academy. The cadets will enroll in credit-level courses that are stackable in the Law Enforcement/Corrections Administration AAS Program. The cadets will enroll in six (6) credits per semester for four (4) semesters. While in the academy, the cadets will be paid (by BPD) a salary of \$31,000.



- **2 + 2 Transfer Initiative at Coppin State University**—SASS is working with Academic Operations to develop articulation agreements for Criminal Justice, Applied Psychology, and Urban Arts. Curriculum mapping is being done to ensure course equivalency. **Next step:** Meet with CSU’s administration to verify and approve.

School of Nursing & Health Professions

- SNHP and WDCED are engaging in preliminary conversations with UMMS to offer a Radiologic Technology Associates of Applied Science program at BCCC.
- SNHP is engaging in preliminary conversations with Lynn Selby, Executive Director of the Caroline Center, a non-profit workforce development organization for women in Baltimore that provides CNA/GNA and PT training, to enroll qualified Caroline Center graduates in BCCC’s LPN program.

School of Business, Science, Technology, Engineering & Mathematics

- BCCC is currently running a CTE pilot project for dually enrolled students at Edmondson Westside High School. This partnership will earn high school students a credit Certificate in either a Biotechnology Lab or Lab Animal Science. Students in the dual enrollment program will complete 19 credits for the Lab Animal Certificate Program, or 23 credits for the Biotech Lab Certificate program. All classes are face-to-face and will be held at Edmondson Westside except for Biotechnology Lab (*BTC 105 - Techniques of Instrumentation for Biotechnology*) which will be held at the BCCC downtown BioPark site and BIO 199 (Internship) at internship site. To be placed in an internship, students must be 16 years or older. All instructors are BCCC faculty. The first cohort of students have taken BTC 103 (*Special Topics in Biotechnology*) and are going to be taking LSS 101 (Laboratory Communication Skills) at the high school, and PRE 100 at BCCC during Summer II, 2019.
- The Construction Supervision Program Coordinator recently concluded a recruitment effort with industry partners Dependable Contractors, NACO DC, and the owners of Charm City Medical Center Project. The partners agreed to enroll all 18 sub-contractors and construction employees who will be working on their reconstruction project in CON 101- Introduction to Construction and CON 107-Blueprint Reading at the College this summer. The General Contractor and the Project Owners have agreed to sponsor the prospective students by committing up to \$10,000 towards the students' tuitions and books. The partners promised to replicate this model in all projects moving forward.



Baltimore City Community College

CABINET UPDATE

Board of Trustees, June 19, 2019

Ms. Sylvia Rochester, Interim Vice President for Student Affairs

- On Saturday, May 4th, an Upward Bound Math and Science instructional session was held for 38 students. Class instruction and individual tutoring sessions were held for students in the following academic areas: Math (Geometry, Algebra 1&2, Pre-Calculus); Engineering/Physics and Robotics Lab; Basic Science (Biology); Biotechnology Instruction and Lab; Computer Science; Career and College Seminar.
- On May 10th, Baltimore City Community College hosted the Maryland Community College Diversity Roundtable (MCCDR) meeting in the Mini-Conference Center from 9:00 a.m. to 2:30 p.m. The purpose of the meeting was to share diversity ideas, initiatives, and programming happening at all 16 community colleges in Maryland. Since there is an MHEC requirement for each community college to submit a Diversity Report, time was devoted to questions and comments pertaining to the report. Lastly, the meeting had a professional development component. There were two presenters from BCCC. Dr. Diana Zilberman presented Equality vs. Equity: Which empowers more? Mr. Will Hug presented a Symposium Recap: Home is Home: African and the African Diaspora.
- On Tuesday, May 21st, the TRIO/SSS-STAIRS Program celebrated the academic and other accomplishments of its participants during its Annual Recognition Day. Embracing the theme “Portraits of Success”, thirty-three (33) participants will be graduating and/or transferring to four-year institutions by fall 2019. Of these, 65 had achieved a GPA of 3.0 and above as of fall 2018. Other award categories included “Against All Odds” for participants who had persisted and succeeded in the face of adversity and “Shining Stars” for those who had inspired others to academic success with their attitude and commitment.
- The Office of Judicial Affairs and Title IX presented at the orientations for the Mayor’s Scholars Program (May 14th, 15th, 21st and 22nd) and for P-Tech (May 21st).
- On May 25th, the Upward Bound Math & Science program held its annual Career Day activity. The program featured a keynote address by Eric Seabron, Ph.D. – A Morgan State University graduate in Electrical Engineering and recipient of the Technical Achievement Award for the Class of 2013. A panel discussion and question and answer period provided the students with additional insight into the world of science and technology.
- On Saturday, June 1st, 358 students participated in BCCC’s 70th Commencement Ceremony which featured guest speaker Dr. April Ryan, the award-winning author and White House correspondent.
- On June 5th, Admissions’ Dual Enrollment Closing Reception was held. The admissions office had over 100 students to take college courses. Over 80% of the students passed with higher than a C grade and several still carry a 4.0 GPA. Three (3) Dual Enrollment students acknowledged at the Reception that they will be continuing with BCCC in the Fall as new college students.



Baltimore City Community College

CABINET UPDATE

Board of Trustees, June 19, 2019

Mr. Calvin Harris, Vice President for Administration & Finance

- Division-wide
 - Continued **Staffing alignment** review of all positions within the division. Focus is on eliminating position duplication, while increasing efficiency. This real-time analysis is expected to continue throughout the next fiscal year.

- Facilities / Real Estate
 - Continued **Bard Building** consideration, including evaluating latest land lease proposal through developer. As current offer appears to be less financially viable than original proposal, College may need to consider other alternatives, including separating the demolition of the building from the potential development of the property.

 - Updated **Facilities Planning and Assessment project**, following up on work begun by a strategic facility planning firm. Based on their work, over \$50 million is needed for facilities infrastructure and modernization. Current activities include strategic prioritization of needs, by building location. Follow-up meetings were held with State oversight agencies (DGS, DBM, MHEC) to discuss the ideal process to move forward.

- Budget
 - Drafted “**internal**” **Fiscal Year 2020 Budget** for review and divisional distribution. Operating budget is based on information originally submitted to State Department of Budget and Management (“DBM”) in summer 2018 that was ultimately approved by State Legislature in April 2019 and signed by the Governor. Given the on-going staffing analysis, internal budgets will be affected by funds not needed to support higher staffing levels.

- Human Resources
 - Continued **MOU Negotiations for the three Bargaining Union Units**. The current agreement needs to be renewed through 2021. Current issues to be resolved include attendance policy, police general orders, and parking benefits.



Baltimore City Community College

CABINET UPDATE

Board of Trustees, June 19, 2019

Mr. Michael Thomas, Vice President for Workforce Development & Continuing Education

The WDCED provides ongoing enrollment in ABE and ELS classes with new classes each month. In combination with workforce development, 1,010 students were registered for courses starting in May 2019. In the month of May, 134 students completed workforce training programs. The following specific activities were conducted by the WDCED in May 2019.

- The Adult Basic Education (ABE) Department working with the Director of Business Development Services incorporated a second round of **Financial Literacy Sessions for GED students** in partnership with Wells Fargo Financial.
- On May 22nd, the **English Language Services (ELS) Department** completed a monitoring visit with the Maryland Department of Human Services (DHS) Maryland Office for Refugees and Asylees (MORA). Through this grant with DHS, the College provides English Language and Citizenship classes.
- The ELS Department in collaboration with the Workforce Development Department will deliver a series of courses for the International Rescue Committee (IRC). These courses are designed to support current **Manufacturing** employees to increase language and technical skills needed for success.
- The ELS and Workforce Departments are working as part of the **Mayor's Scholars Program** to provide specific programming for the ESOL students (~40) and Workforce students (~26).
- On May 21st, more than 90 parents and students attended the **P-TECH Orientation Session** for new students. This session is provided for rising 10th grade students who will be taking their first college classes this summer. Fifty-three (53) Students returned to campus on May 24th, for the **P-TECH Open House** with a series of more detailed sessions regarding college orientation and registration.
- On May 29th the **STEM Core** coordinating team with BCCC and Baltimore City Schools continued development of the summer math prep and STEM activities. In the second year of this program, 30 rising 12th graders will participate in a 5-week program. The BCCC math faculty will continue to work with these students as they complete a dual enrollment math course in grade 12.
- On May 23rd, the **Workforce Development Department** completed a monitoring visit with the Mayor's Office of Employment Development (MOED). This office provides funding for workforce training programs. The college offers several programs on the MOED Approved Training Provider List so students may access these training funds.
- The first class of **Diesel Technician** students completed training and certification exams on May 28th. Fourteen (14) graduates will advance into a 2-week paid internship with FirstGroup/Greyhound in June before starting the second level of training in July.
- Director Business Development Services continues to develop partnership and contract training across the Division. This includes a new contract for **Forklift Training and Certification** for 30 current employees.



Baltimore City Community College

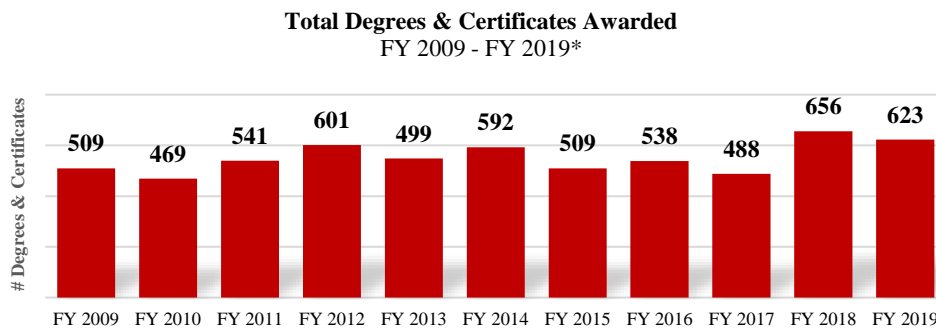
CABINET UPDATE

Board of Trustees, June 19, 2019

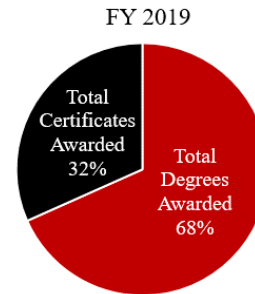
Ms. Becky Burrell, Vice President for Institutional Effectiveness, Research & Planning

Trends in Credit Degrees and Certificates Awarded: FY 2009 – FY 2019*

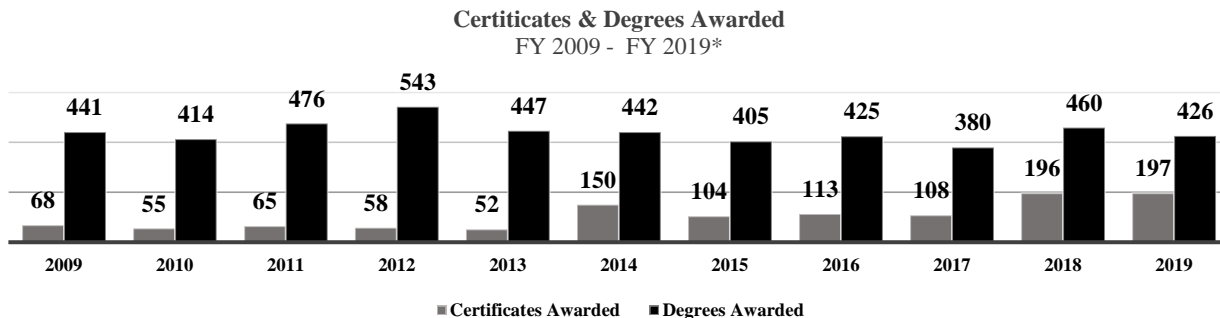
Since 2009, the number of associate degree and certificate awards has increased by 22%. The College showed a 5% decrease in the number of awards from FY 2018 (656 awards) to FY 2019 (623 awards). In the prior year, the College experienced a 34% increase from FY 2017 (488 awards) to FY 2018 (656 awards).



For FY 2019, degrees made up 68% of the total number of awards. 32% of awards are certificates.



In FY 2019, the College awarded 197 certificates, remaining flat from FY 2018 (196 certificates). The total number of Associate degrees awarded during FY 2019 was 426, an 8% decrease from FY 2018 (460 degrees awarded). Since 2009, the number of degrees awarded has declined by nearly 4%, while the number of certificates has increased by 190%.



*Note: *FY 2019 data are preliminary and in the process of verification/finalization.*



The number of certificates awarded in Career Pathways have increased in the Behavioral & Social Sciences; Business; and Science, Technology, Engineering & Math (STEM) pathways since 2009. The number of Health Professions certificates has remained flat with a slight increase in 2010 and 2011 and notable decline in 2013. There are no certificates offered for the Visual & Performing Arts pathway.

Career Pathways: Certificates Awarded	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019*	2009- 2019 % Change
Behavioral & Social Sciences	29	12	22	27	38	51	45	74	44	56	48	66%
Business	23	16	19	14	11	90	45	25	41	84	105	356%
Health Professions	14	27	24	17	3	9	11	12	14	15	18	29%
Science, Technology, Engineering & Math	2	0	0	0	0	0	3	2	9	41	26	1200%
Visual & Performing Arts	0	0	0	0	0	0	0	0	0	0	0	N/A

* 2019 data are preliminary. The Pathway structure changed during FY2019. Expansion from 5 to 7 Pathways is not reflected.

Since 2009, the number of degrees awarded in the Career Pathways increased by 88% in STEM programs and decreased for Behavioral & Social Sciences; Business; and Health Professions after a peak of awards in 2011.

Career Pathways: Degrees Awarded	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019*	2009- 2019 % Change
Behavioral & Social Sciences	194	165	206	234	198	195	184	207	186	217	172	-23%
Business	114	105	102	120	86	75	82	68	72	97	106	-7%
Health Professions	104	114	125	149	128	142	107	118	90	98	100	-4%
STEM	25	24	39	35	33	30	32	31	31	48	47	88%
Visual & Performing Arts	4	6	4	5	2	0	0	1	1	0	1	-75%

* 2019 data are preliminary. The Pathway structure changed during FY2019. Expansion from 5 to 7 Pathways is not reflected.

Disaggregated enrollment, persistence, retention and completion data reports are being developed and analyzed to support immediate, short-term, and long-range planning under the leadership of President McCurdy and the Cabinet.



Baltimore City Community College

CABINET UPDATE

Board of Trustees, June 19, 2019

Ms. Dawn Kirstaetter, Vice President for Advancement & Strategic Partnerships

Summary

During the month of May, the College received 27 media hits/ mentions with a combined total reach of 17.3 million and total publicity value of \$14,600. The College's social media outreach has grown considerably with 238,479 social media impressions, representing an increase of 18% over the month of April. The ASP team spent most of the month on preparations for MSP Summer Bridge and Commencement with a large focus on event invitations, programs and signage.

Rebranding

Brand consultant, the Hatcher Group, provided various logo designs. More designs have been requested as the latest versions did not meet expectations. The Marketing team has been refining the College seal and stationery for the Office of the President. Collateral and promotional materials were designed in preparation for summer/fall and the launch of the second cohort of MSP.

Community Affairs

The College's communications team promoted community events and activities hosted by the College including:

- President McCurdy's start on May 1, 2019
- President McCurdy's welcome receptions
- "Beats Not Bullets" Step Exhibition May 3, 2019
- 40th Annual Fashion Show May 4, 2019
- 2019 Commencement
- Mental Health Month
- Walgreens' recruitment event
- The BCCC Players Presentation: *Letters to Our Mothers: An Experiment in Love*
- Home is Home: African Diaspora
- CDL Class B Information Sessions
- Mayor's Scholars Program end of year celebration
- Edmondson Westside High School dual enrollment students presenting first biotech scientific article

Media Hits:

- McCurdy named president of Baltimore City Community College
Daily Record, May 1, 2019
- Debra L. McCurdy, Ph.D., Takes the Reins at Baltimore City Community College
KUAM-TV Online, May 1, 2019
- Debra L. McCurdy, Ph.D., Takes the Reins at Baltimore City Community College
KLKN-TV Online, May 1, 2019
- Debra L. McCurdy, Ph.D., Takes the Reins at Baltimore City Community College
KEYC-TV Online, May 1, 2019
- Debra L. McCurdy, Ph.D., Takes the Reins at Baltimore City Community College
WFMJ-TV Online, May, 1, 2019
- McCurdy named president of Baltimore City Community College,
Daily Record, Online May, 1, 2019
- New leader picked for Baltimore City Community College
WMAR-TV Online, May 1, 2019
- New leader picked for Baltimore City Community College
WMAR-2, News at 5 a.m., May 2, 2019
- Debra McCurdy Begins Presidency at Baltimore City Community College
Diverse: Issues in Higher Education Online, May 2, 2019



- o McCurdy brings a new day at Baltimore City Community College
Fox 45 News at 4:00, May 3, 2019
- o McCurdy brings a new day at Baltimore City Community College
The Daily Record, Online, May 3, 2019
- o Baltimore City Community College hosts 'Beats Not Bullets' step show exhibition
WMAR-TV, May 3, 2019
- o New BCCC President Says, 'This Is The Place'
Baltimore Times, Online, May 24, 2019
- o Former BCCC Basketball Star Joins ETSU
WJHL 6pm News, May 2, 2019
- o Former BCCC Basketball Star Joins ETSU
ABC Tri-Cities News-WJHL-TV, May 2, 2019

Media Mentions:

- o Pugh's legacy: Good intentions nixed by soaring crime, scandal
The Daily Record, Online, May 2, 2019
- o Presidential Search Committee for Coppin State University
US Official News, May 9, 2019
- o Newly formed search committee for next Coppin State president
Baltimore Sun Online, May 9, 2019
- o Fourth annual Courting Art Baltimore contest awards \$20,000 in scholarships
US Official News, May 11, 2019
- o BCCC to Host 4-H Youth Expo
Carroll County Times Online, May 12, 2019
- o BCCC to Host 4-H Youth Expo
Baltimore Sun, Online, May 12, 2019
- o 'Year Up Baltimore:' Bridging The Opportunity Divide
WBAL Radio, May 14, 2019
- o Student Presents at 2019 MD Collegiate STEM Conference
US Official News, May 15, 2019
- o 301 West Wednesdays
Washington Afro American Online, May 16, 2019
- o Rhodes downtown project moving under new leadership
Lima News, Online May 18, 2019
- o Former BFD Lieutenant Launches Home Helpers Home Care in Northwest Baltimore
- o PRLog, May 21, 2019

Newsletters

Four editions of the BCCC News were published in May. The open rates for BCCC News has slowly grown to 20%.

Foundation

The Linda Benjamin Business Scholarship fund was established during the month of May. Initial payment received: \$5,000

The Foundation is working on planning an alumni networking event this summer at Cross Keys Radisson and hosting a crab feast. Additional plans are underway for a scholarship breakfast and golf tournament.



Baltimore City Community College

CABINET UPDATE

Board of Trustees, June 19, 2019

Mr. James Knighton, Director of Government Relations

- Facilitated and attended the 40th Legislative District Post-Session Community Forum held at BCCC on May 22, 2019.
 - This event is the first of a series of meetings that Senator Antonio Hayes and Delegates Frank Conaway, Nick Mosby, and Melissa Wells have scheduled at BCCC during summer 2019.
 - These meetings are designed to bring leaders of local community and neighborhood associations together to develop solutions to challenges facing West Baltimore and the Liberty Heights/Mondawmin neighborhoods in particular.
 - Senator Hayes and his colleagues chose BCCC as the venue for the Forum and subsequent meetings because they view BCCC as an anchor institution in their district and seek to strengthen the College's ties to the local community.
- Began a project to comprehensively review, evaluate and update all College policies and procedures.
 - This project will improve College operations by ensuring policies reflect current legal and regulatory mandates and that future policies can be developed and adopted efficiently and without delay.
 - It includes a comparison of BCCC's current policies and procedures with those of other Maryland community colleges to determine whether the College has fully addressed critical subject matter areas.
 - This project will engage Cabinet members in a collaborative process to standardize and rationalize the process by which BCCC develops and reviews its policies to reflect best practices.



Baltimore City Community College

CABINET UPDATE

Board of Trustees, June 19, 2019

Dr. Debora Johnson-Ross, Director of the Mayor's Scholars Program

The Mayor's Scholars Program is forging ahead with anticipation and excitement for the 2019-2020 academic year. To date, our admissions/enrollment data include:

MSP Cohort II (2019-2020)

- 810 Applicants
- 413 Confirmed, planning for 500
- 85 ESL students
- 74 Latinx
- 38 CASA scholarship recipients
- 278 Youthworks

Contingency planning – The 2018 summer bridge in-processed approximately 75 students who had not confirmed their intention to enroll prior to attending the opening day event. Based on this experience, there is a distinct possibility that this year the number of students will reach or surpass 500. The director is working with Academic Affairs, Scheduling/Space and Administration/Finance to ensure that we are prepared to receive any students in excess of 500. Preparations have been made for 500 students to date.

There will be budget implications for an excess number of students. The summer bridge cost for each student in excess of 500 will be \$554.00.

Coordination for the Summer Food Program – MSP students, along with P-TECH and Upward Bound will benefit from the Summer Food Program funded by the federal government, the state of Maryland and the city of Baltimore. All students who require meals will receive breakfast and lunch on weekdays during the summer programs, beginning July to align with YouthWorks.

Partnering with City Schools – Daniel Heller and Mavis Jackson have worked closely with MSP to disseminate information about the orientation sessions and important dates for the program. Their help has been invaluable as we continue to finalize student numbers.

Summer Bridge Kick-off – A kick-off event will be held on July 1st beginning at 9:00 a.m. in the PE Center. Mayor Bernard (Jack) Young will attend the event. Students will begin arriving and getting signed-in at 8:00 a.m.. They will be greeted by BCCC staff and faculty. The event will include high energy step team performances, greetings from Dr. McCurdy and BCCC staff, a digital scavenger hunt, team (cohort) building exercises and lunch. The afternoon will include a review of orientation items and class preparation. We are looking forward to a well-organized and exciting day.



Summer Bridge Kick-off Schedule:

8:00 – 9:00 a.m.	Arrival/Registration
9:00 – 10:00 a.m.	High Energy Kickoff featuring Mayor Young, BCCC President, MSP Cohort 1 Student, SGA president, Step Team performance
10:00 – 11:00 a.m.	Digital Scavenger Hunt, Game Stations
11:30 a.m. – 12:30 p.m.	Cookout
12:30 – 1:00 p.m.	Transition to classrooms - log in, resolve login issues
1:00 – 3:00 p.m.	First “classes”: <ul style="list-style-type: none">• FERPA forms• Sign registration forms• Introductions and meet coaches• Icebreakers• Setting the standard/expectations

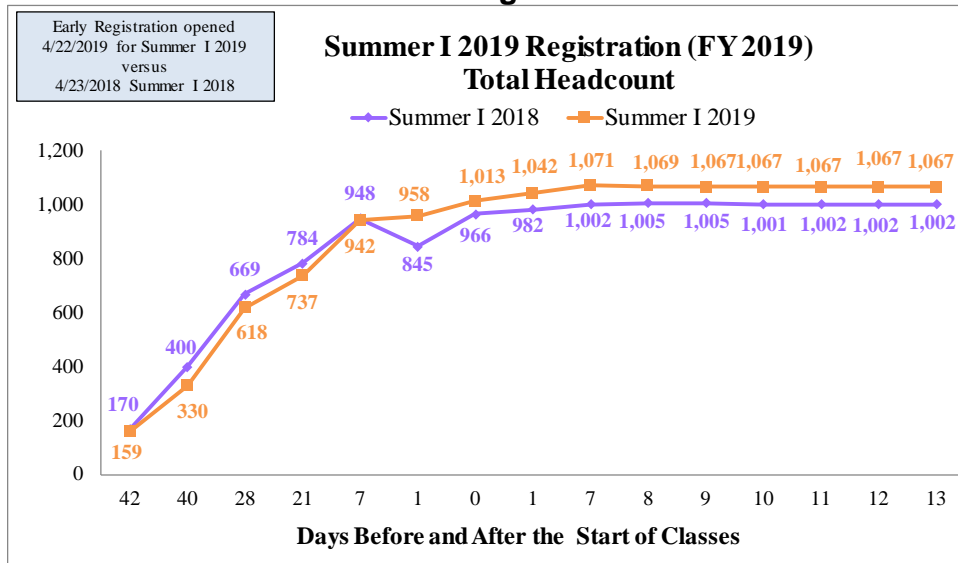


Enrollment Report
 Sylvia Rochester
 Interim Vice President of Student Affairs –
 Student Affairs Division

The below information reflects enrollment/registration activity for **Summer I 2019** as of June 16, 2019.

- 1,067 credit students are currently enrolled compared to 1,002 (+6%) in Summer I 2018 (Figure 1).
- There was no purge for no established payment plans for Summer I 2019; there was no purge for the same point in time for the Summer I 2018 session.

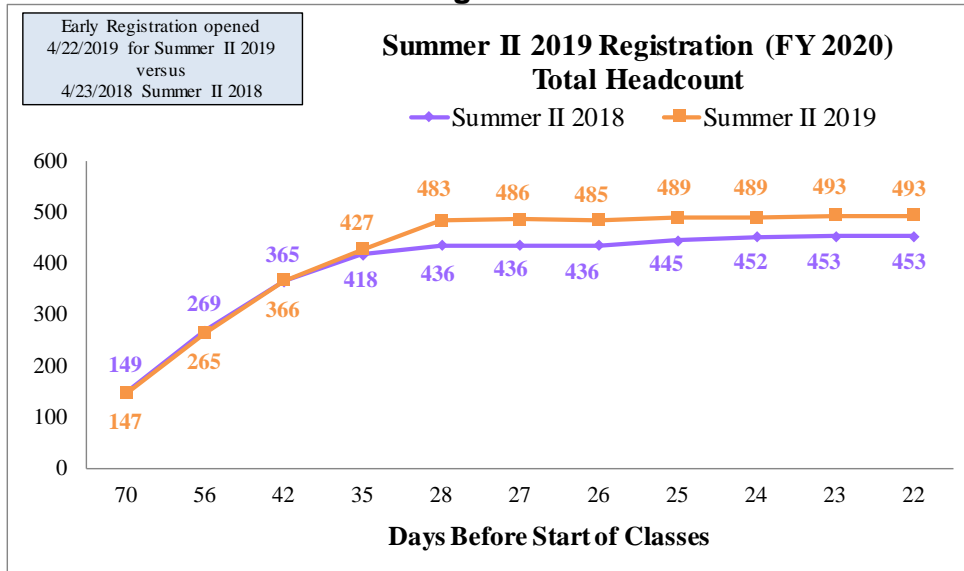
Figure 1.



The below information reflects enrollment/registration activity for **Summer II 2019** as of June 16, 2019.

- 493 credit students are currently enrolled compared to 453 (+9%) in Summer II 2018 (Figure 2).

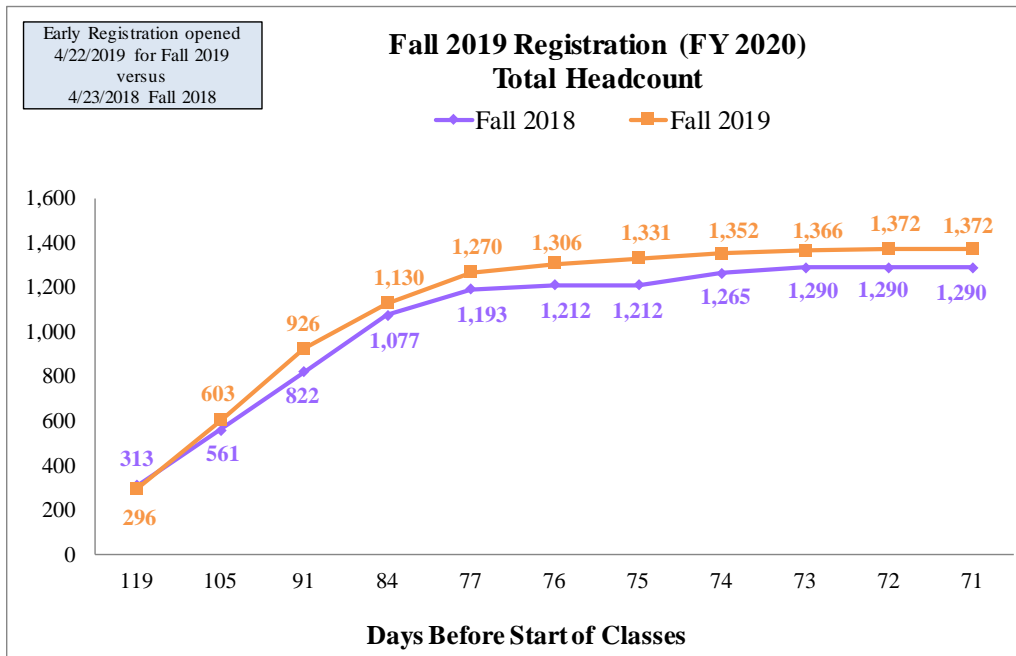
Figure 2.



The below information reflects enrollment/registration activity for **Fall 2019** as of June 16, 2019.

- 1,372 credit students are currently enrolled compared to 1,290 (+6%) in Fall 2018 (Figure 3).

Figure 3.



Please note the following regarding registration processes.

- The first day of classes for Summer I was Monday, June 3, 2019 and the add/drop period concluded on June 4.
- The first day of classes for Summer II is July 8, 2019.
- General Registration for Fall 2019 is August 6, 2019- August 26, 2019.
- The first day of classes for Fall 2019 is August 26, 2019.
- Each session has its own add/drop period.

As a reminder, the data reported in the Credit Enrollment Updates are preliminary and intended for internal use only. Any external requests or reporting requirements related to enrollment should be directed to the Office of Institutional Research (OIR). When credit enrollment is final for each major term, based on the Maryland Higher Education Commission's (MHEC) requirements, OIR will distribute the final headcount enrollment update for the respective term. FTEs are reported annually to MHEC in August at which time OIR will distribute a summary for the respective fiscal year.

TAB 10

