

## **BOARD OF TRUSTEES**

### **BALTIMORE CITY COMMUNITY COLLEGE**

Open Session Minutes | 4:00pm October 16, 2024 (Virtual Zoom Meeting)

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**Board Members Present:** Chairman Kurt L. Schmoke, Ms. Tanya Terrell, Dr. Roger Ward, Ms. Lenor Blum, Ms. MacKenzie Garvin and Ms. Lelia Parker.

**Also present:** President Debra L. Dr. McCurdy

#### I. Call to Order

Chairman Schmoke called the meeting to Order at 4:04 PM. The day's agenda was unanimously approved upon a motion by Trustee Blum, seconded by Trustee Terrell.

#### II. Board Actions/Consent Agenda

- a. September 18, 2024 Open Session Meeting Minutes (Tab 2)
- b. September 18, 2024 Closed Session Meeting Summary (Tab 2)
- c. October 10, 2024 Finance/Audit Committee Meeting Minutes (Tab 2)
- d. Student Government Association (Tab 3)
- e. AFSCME Local #1870 at BCCC Comments (Tab 4)

Chairman Schmoke asked for a motion to approve the Consent Agenda items a through e. The Consent Agenda was unanimously approved upon a motion by Trustee Blum, seconded by Trustee Ward.

The Board heard comments from AFSCME President Ms. Nena Kutniewski

Ms. Kutniewski gave greetings and noted ongoing and urgent concerns affecting the College.

She stated as follows: there is high turnover in key positions that cripples the College. The VP for Finance & Administration and the VP for Academic Affairs both left abruptly. There is an interim VP for Student Affairs, few staff in Human Resources, and no Admissions or Advising Directors which are destabilizing and damaging. Those who are hired do not stay. The number of union staff are shrinking, from 260 to 130. She expressed concerns about meeting student needs, operating multiple locations and functioning without departmental budgets. There is an impact on students, teachers are brought on at the last minute, and it is challenging to maintain buildings; these reflect poor planning and commitment to students. She expressed that the administration refuses to engage with the union in a meaningful way. Professional development hours are insufficient and inadequate. The first

meeting of the Health and Safety Committee has now been scheduled. The union raises issues and feels that no actions are taken. She asked if the Board recognizes that this is impacting the institution. Other concerns noted were high salaries of leadership, “bots” enrolling, the high number of contractual staff, and the recent lockdown in terms of ensuring the safety of the staff and community.

Chair Schmoke shared that he had a productive meeting with AFSCME representatives Patrick Moran and Stuart Katzenberg on October 17; he had not had the opportunity to discuss the meeting with the Trustees and administration and wanted to be able to do that before making any public comments. Labor management issues are very important with respect to Realignment Tasks. He noted that he needed to have the appropriate conversations and thanked Ms. Kutniewski.

The Board heard comments from Faculty Senate President Dr. Katana Hall

Dr. Hall shared greetings and good news from the Academy. A Cybersecurity student was awarded a scholarship to learn Chinese and a paid summer internship. The Dental Hygiene program will host a mission of mercy in November. Math & Engineering have three new FT faculty hired with searches underway and are preparing for the fall 2024 STEM symposium. Respiratory Care graduates attained a 100% pass rate on the licensure exam and one student received a \$6000 scholarship from MEDSTAR hospital and a guaranteed job.

Program Coordinators’ meetings with Dr. McCurdy throughout the semester have been productive and covered topics including scheduling book adoptions, enrollment, retention, and communication. There has been resolution on many issues including books and clean facilities, which the Academy appreciates. They are looking forward to the transition to Barnes and Noble as the Bookstore vendor. The never-attend reporting for classes remains an issue as the process needs more communication. They hope to have a VP for Academic Affairs appointed soon to provide some relief for Dr. McCurdy.

“Students First” remains the focus.

### III. New Business

- a. Finance/Audit Committee Meeting October 10, 2024 (minutes of Committee Meeting were included in Board packet at Tab 2)
  - i. Procurement Policies & Procedures
  - ii. Procurements Exceeding \$25,000 to \$99,999 (Information)
    - a. Textbooks (Pearson Education Inc.) \$32,397.00
    - b. Thermal Copier Machines (Canon USA, Inc.) \$25,410.00

Items were for information only. There were no questions and no action taken.

#### IV. Presentations

##### **Enrollment Update**

Donna Thomas, Interim VP of Student Affairs, provided updates on enrollment and Student Affairs.

Current enrollment as of October 4<sup>th</sup> - 4,808 credit headcount, surpassing MHEC target of 4,649 and 21;4% ahead of 2023. Registration is still underway through October 18. Updates will continue at the November meeting. Chair Schmoke asked about FTEs and commended the progress. Dr. McCurdy noted that the number will drop with never-attends, but it will be ahead of Fall 2023 and asked that in the future a corresponding slide for FTEs be provided.

Recruitment on Partnership Engagements – Tonight’s college fair has 5,000 expected attendees at the Convention Center.

Mayor’s Scholars Program – Advisors and Coordinators are conducting mid-year check-ins and ensuring additional supports and engagements are provided. They are planning a Panther Talks series in November and December and FAFSA completion sessions for AY 2024-25 and 2025-26.

##### **Student Affairs Update**

Testing Center – now offers “Ability to Benefit Testing,” which allows test takers without a HS diploma to receive Title IV financial aid when they are dually enrolled in a career pathway program and adult education.

National Society of Leadership & Success – now have 261 students who’ve completed the application process.

Transfer Fair – will take place on October 30, and over 30 colleges and universities are expected.

##### **ERP Update**

President McCurdy gave the update in the absence of Peter Farrell, CIO.

Dr. McCurdy shared that the ERP Status is still green for all six criteria. Advisory Services supported by Ellucian are underway with several functional areas (Student Accounts Receivable; Students-Credit and Noncredit, Finance, Financial Aid, Human Resources, Payroll, Flexible Advisory Services). Dr. McCurdy suggested that the ERP presentations will be focused on status and implementation. What is the functional work that is in progress and still must be done? The current contract is for

a year for Advisory Services. What is the day-to-day work that still needs to be supported? As with other institutions that contracted with Advisory Services to support the functional units resulting from an ERP implementation, the need is likely to extend another year; we will assess the progress and then determine the continuation of services. The College is receiving positive comments from the State. Student Affairs and Finance & Administration have huge functional areas and the implementation gaps are a focus. She noted it would be helpful for the Board to hear more operational details and would like the Cabinet members to share what the work is and what's needed.

There is still software that that the College is exploring. Next month, Strategic Planning On Line (SPOL) will be brought on to support strategic planning and institutional effectiveness. Barnes and Noble is now under contract to initiate the implementation work and requires significant technology backbone. A soft Barnes and Noble transition is planned for spring 2025, with a probable pilot for summer 2025, and a full launch in fall 2025.

## V. President's Report

Dr. McCurdy noted that some broader topics will be discussed in Closed Session. There are interviews being held for positions and more immediate vacancies have been posted. The Strategic Plan is expected to be presented to the Board at the November/December meeting. She expressed that the leadership is pushing the institution as far and as fast as possible and noted that the disfunction and burdens at this institution are as great as anyone has ever seen. She expressed the hope that the Board understands that the administration has at all times conducted operations and acted ethically. She acknowledged that the Realignment Tasks at the College remain in varying stages of progress and the College will have gaps, that only time, resources and continued effort will bring degrees of needed change – the College has come a long way over the past several years. She emphasized the leadership's commitment to faculty and staff, noting that change will continue to be instituted in a structured, consistent, and organized way that will meet established ethical standards.

Chair Schmoke requested an update on the landscaping for the Bard building. VP Michael Thomas noted that soil samples have been taken and are being analyzed. Once the results have been received, landscaping will begin with a brick sidewalk by the Holocaust site in mid-November. Fencing was not a part of the initial planning, but there will be twenty-four (24) hour lighting and security provided by the College's Public Safety department. The

College is coordinating with the Baltimore Police Department regarding their use of the space as the site is a former hub for them. The President will continue to outreach with the downtown community.

## VI. Motion for Adjournment

At 4:37 PM, the Board unanimously agreed to reconvene in Closed Session immediately, following a motion by Trustee Parker, seconded by Trustee Ward.

Respectfully submitted,

President Debra L. McCurdy, PhD

Next Board Meeting: November 20, 2024

### **Attendees/Participants**

Kurt Schmoke, Esq. - Chair  
Leonor Blum  
Mackenzie Garvin, Esq.  
Lelia Parker, Esq.  
Tanya Terrell  
Dr. Roger Ward, Esq.  
J.C. Weiss  
Debra L. McCurdy - President  
Gussener Augustus  
Becky Burrell  
Lyllis M. Green  
Maria E. Rodriguez, Esq.  
Donna Thomas  
Michael D. Thomas  
Anna Lansaw  
Richard Walsh

### **Non-BCCC Attendees**

Kristin McFarlane

### **BCCC Faculty/Staff Attendees**

Anthony Almond  
Michael Berends  
Dr. Sherri Anna Brown  
Marie Byam

Christina Carter  
Saleem Chaudhry  
Jamie Cofield  
Sherron Edwards  
Aquila Evans  
Rasheedah Evans  
Andrea Fricks  
Victoria Fuller  
Dr. Phil Gatling  
Noah Grant  
Marshall Goodwin  
Dr. Katana Hall  
Nadine Harper  
Eileen F. Hawkins  
Dr. Charice Hayes  
Dr. Denise Holland  
Monique Hunter  
Will Hug  
Jazzmine Hugh  
Dr. Leslie Jackson  
Cora James  
William Johnson  
Keenan Jones  
Shaquitta Jones Hembrick  
Chris Jordan  
Brett King

Karen King-Sheridan  
Nena Kutniewski  
Dr. Ghazanfar Mahmood  
Chuck Marquette  
Courtney Merritt  
Dr. Bryan Miller  
Dr. Daryl Pope  
Phillip Powell  
Jason Quick  
Patricia Raines  
Chavon Robinson  
Dr. Sylvia Rochester  
Pilot Samuels  
Shawnette Shearin  
Karen King-Sheridan  
D. Fitzgerald Smith  
Wanda Walker  
Eileen Waitsman  
Michelle White  
Cherrylynn Williams  
Kier Williams  
Natasha Williams  
Dr. Charles N. Wilson  
Cynthia Wilson  
Gisele Winston  
Mariam Yahaya