



Baltimore City Community College

Board of Trustees ~ Open Session
4:00 PM December 17, 2025

Dr. Roger Ward, Vice Chair
Dr. Debra L. McCurdy, President

BALTIMORE CITY COMMUNITY COLLEGE | BOARD OF TRUSTEES MEETING

OPEN SESSION AGENDA | 4:00 PM December 17, 2025

Meeting Link: <https://bccc-edu.zoom.us/j/81244185670>

I. Call to Order

Dr. Roger Ward, Vice Chair

- a. Adoption of the December 17, 2025, Agenda

II. Board Actions/Consent Agenda - (Vote)

Dr. Roger Ward, Vice Chair

- a. November 19, 2025, Open Session Meeting Minutes
- b. November 19, 2025, Closed Session Meeting Minutes
- c. December 11, 2025, Finance/Audit Committee Meeting Minutes
- d. Student Government Association Report
- e. AFSCME Local #1870 at BCCC Report
- f. American Federation of Teachers/UAMD-BCCC Report
- g. Faculty Senate Report

III. Items Removed from the Agenda

Dr. Roger Ward, Vice Chair

- a. None

IV. New Business

Dr. Roger Ward, Vice Chair

Dr. Debra McCurdy, President

- a. Finance/Audit Committee

Dr. Wayne Rose, Chief Information Officer

Mr. Michael Thomas, Vice President WDCE

Ms. Anna Lansaw, Executive Director Procurement

- i. Procurements \$25,000 to \$99,999 – (Information)

1. Pest Control

(Rollins, Inc.) - \$98,672.75

(3 Year Term and 3 Months)

2. HVAC Unit Rental (Sunbelt Rental) – Change Order

Original Amount: \$12,905.98

Change Order Amount: \$33,078.09

Total: \$45,984.07

- ii. Pre-Approval for Procurements - (Vote)

Ms. Nicole Carter, Assistant Vice President, HR

Ms. Anna Lansaw, Executive Director Procurement

- 1. HR Recruitment Software
(GovernmentJobs.com dba NeoGov) - \$116,350.16 (3-year)
- iii. Financial Update
Mr. Brandon Cohen, Director of Budgets

V. College Policies

Dr. Roger Ward, Vice Chair

- a. None

VI. Presentations

Dr. Roger Ward, Vice Chair

Dr. Debra McCurdy, President

- a. Enrollment Report
 - Mr. Michael Thomas, Vice President Workforce Development & Continuing Ed.
 - Ms. Donna Thomas, Interim Vice President Student Affairs
 - Ms. Eileen Hawkins, Director of Institutional Research
- b. Information Technology Report
 - Dr. Wayne Rose, CIO

VII. President's Report

Dr. Roger Ward, Vice Chair

Dr. Debra L. McCurdy, President

VIII. Active Search Listing

Dr. Roger Ward, Vice Chair

IX. Motion for Adjournment

Dr. Roger Ward, Vice Chair



Board Actions/ Consent Agenda

BOARD OF TRUSTEES

BALTIMORE CITY COMMUNITY COLLEGE

Open Session Minutes | 4:00pm November 19, 2025 (Virtual Zoom Meeting)

Board Members Present: Vice Chair Roger Ward; Ms. McKenzie Garvin; Ms. Billie Malcolm; Ms. Tanya Terrell; Mr. John C. Weiss; Ms. Onahlea Shimunek and Mr. Tyrese McBayne.

Also Present: President Debra L. McCurdy, PhD.

I. **Call to Order.** Vice Chair Ward called the meeting to order at 4:07. The revised consent agenda (items a-g below) was unanimously approved upon a motion by Trustee Weiss, seconded by Trustee Garvin.

- a. October 15, 2025 Open Session Meeting Minutes
- b. October 15, 2025 Closed Session Meeting Summary
- c. November 13, 2025 Finance/Audit Committee Meeting Minutes
- d. Student Government Association Report
- e. AFSCME Local 1870 at BCCC Report
- f. American Federation of Teachers Report/UAMD-BCCC Report
- g. Faculty Senate Report

II. **Statement by former Board of Trustee Chair.** Kurt Schmoke made the following statement:

Good evening, everyone. I want to share that, effective the first week of November, I resigned as Chairman and member of the Board of Trustees. I believe this is the right decision for the Board and the College at this time. Let me extend my appreciation to the Board members for their work and commitment and acknowledge President McCurdy for her leadership with BCCC. The College is in good hands. It has been a pleasure and I have enjoyed my service on the BCCC Board. I look forward to working with the College as a partner in furthering the goals of post-secondary education in Baltimore.

Vice Chair Ward thanked Mr. Schmoke for his commitment to the College and the City. Mr. Schmoke then exited the meeting.

Vice Chair Ward stated that the open session meeting was scheduled for 90 minutes and the closed session would then meet for an additional 30 minutes.

III. **Speakers.** Vice Chair Ward introduced the following two speakers:

Nena Kutniewski representing AFSCME Local 1870: Following an exchange in which Vice Chair Ward asked Ms. Kutniewski to come on camara and she stated that the College had to allow it, some technical changes were made and Ms. Kutniewski did appear on camara. She then stated that talk of a potential merger between UBalt and BCCC raised some “understandable” concerns among the staff. She asked that AFSCME be given the same consideration as AFT with respect to “a seat at the table” when a merger or combination is being discussed. Ms. Kutniewski also said that she feels “excluded” because she has not been allowed to appear on camara. Trustee Weiss pointed out that she had previously been on camera, and she said that was only “today.”

Professor Laura Pope, Chapter Chair, BCCC-UAMD Faculty Union: Dr. Pope also appeared on camera and noted that she has been a professor of English at BCCC since 2023. She stated that Kurt Schmoke had agreed to speak to AFT regarding the proposed combination with UBalt but that when she tried to schedule an appointment with his office, he replied that he had been advised not to meet with AFT during negotiations. She stated that faculty should be included in any discussions pertaining to a combination and said she planned to reach out to the new chair of the Board regarding communications with faculty.

Vice Chair Ward noted that he is presiding over the BOT only until a new chair is appointed. There was brief discussion

about ensuring that the technology is adequate as several BOT members and administrators experienced difficulty with the Link.

Vice Chair Ward also pointed out that a written Report (sent separately and not in the Board Book) was received from the Faculty Senate.

IV. **Procurements.**

Purchases that are outside the Board's approval requirements (i.e., those under \$100,000) were presented to the Board for informational purposes:

1. Nutanix Hyperconverged server and software support (Applied Technology Service) - \$77,967.00
2. Anti-Plagiarism Software Renewal (Turnitin, LLC) - \$63,721.42 (3-Year Term)
3. Strategic Planning Online Platform (Cordance Operations, Inc.) - \$27,734.00 (Year 2)
4. Transportation for Refugee Youth (Mr. Tim's Bus Rides, LLC) - \$98,000.00

The following procurement was presented to the Board for pre-approval:

Management Services (International Rescue Committee) - \$627,224.00

Anna Lansaw explained that this award would have to be approved by the Board of Public Works and that the contract is grant funding, which is for services that the College is unable to provide. The Trustees approved the contract unanimously, with Trustee Malcolm abstaining.

Procurements exceeding \$100,000 were presented:

1. Facilities Master Plan (Noelker and Hull Associates) - \$154,563.00
2. WDCE Books (Barnes & Noble) - \$100,423.76 & \$136,123.00 - Ms. Lansaw explained that all but \$9,985 of this contract is grant-funded and that the contract is retroactive because the books are needed now.
3. Banner Annual Renewal Maintenance Software (Ellucian LLC) - \$770,680.00 - CIO Rose explained that the Ellucian Renewal is for a decreased amount because the Argos Licenses will no longer be provided by Ellucian but must be purchased separately as per the next item.
4. Argos Licenses (Evisions, LLC) - \$102,985.00 (3-Year Term) *See above.*

All contracts were unanimously approved. Dr. McCurdy explained her procurement authority (up to \$99,999) and explained when BPW needs to approve a procurement.

- V. **Financial Report.** Brandon Cohen, Director of Budgets, presented a monthly financial performance report. He explained that compared to the same time one year ago, the College is experiencing an increase in credit tuition and a decrease in non-credit tuition, which offset one another when combined. He explained that total revenues are up due to restricted capital funds. When looking at non-restricted funds only, total revenues are up only about \$30,000. He also explained that at this point in time, the College has collected most of the revenue it will see this year but has incurred only about 2% of its anticipated costs.

- VI. **Enrollment Report.** Donna Thomas, Vice President of Student Affairs, gave a report in which she discussed the institutional advising model being developed in a collaboration between Student Affairs and the Academy. Some features being considered are:

- mandatory first year advisement;
- early faculty connection and transition to a faculty advisor after 15 credits;
- milestone-based meetings with faculty advisors (e.g., every 30, 45 and 60 credits)

In response to questions from Trustees Malcolm and Garvin, VP Thomas noted that advising is currently optional. The new model would make it mandatory at enrollment and at certain threshold benchmarks.

Trustee McBayne asked what the plan was for dealing with the long waits currently experienced by students seeking advising. VP Thomas acknowledged that the long waits were a problem that had to be addressed and said that advising might move to an appointment system, but had to retain a drop-in option as well. She said faculty members might have to function as first-time advisers but said the long waits definitely needed to be addressed.

- VII. **Information Technology Report.** Wayne Rose, the College's CIO, provided an update regarding IT. He began by

apologizing for the current issues impacting cameras, which he said were global problems related to cloud flair.

He noted that IT performed the following related to improving BCCC's technology infrastructure:

- Improved computer operating environments-removed all outdated OS
- Improved mobile security platform for Iphone email connectivity
- Conducted multiple campus-wide telecommunications trainings
- Identified campus-wide printer challenges and are building a remediation plan
- Completed vendor assessment for on-campus Wi-Fi environment
- Ensured technical systems operation to facilitate LSB reopening

CIO Rose also discussed continuing Disaster Recovery progress (DR build out and testing, configuration review and consultations with external experts, research into cost-savings, identification of data-congestion, continuing discussions re bandwidth configuration and connectivity).

Finally, CIO Rose provided an update regarding Banner Advisory Services, which is now focused on implementing a new Gross Pay system required by the state; updating and linking the campus directory to HR data; and configuring the Banner Finance module to bring about improvements in procurement and budgeting.

VIII. President's Report. Dr. McCurdy shared the preliminary framework for Strategic Planning. This was a preview, and BOT approval of the strategic Plan will be asked for during the December or January meeting after conversations and questions are addressed with the BOT. Dr. McCurdy noted that all the information she was presenting was in the BOT packet and that half of the BOT had already seen this information. Her presentation will enlighten new members and serve as a refresher for other standing members. She said she would set up a time to talk with the BOT members, so they have a better understanding of the Strategic Plan before voting for approval. Trustee Ward reinforced the need for transparency so people can see how the institution is performing. They will plan a deep dive into the plan for Board members.

Trustee Garvin asked how many members of the campus were able to participate in the development of the Plan. Becky Burrell, Vice President of Institutional Effectiveness, Research and Planning, stated that she would bring the exact numbers to the BOT but that the goal was to ensure everyone had the opportunity to participate. There were over 1600 ideas generated. From those ideas the 3 goals and 12 subgoals that are now part of the Strategic Plan were developed.

Trustee Garvin asked how these goals will be measured. Ms. Burrell guided the Trustees to their packets with the KPI benchmark measures. All the goals and subgoals have aligning Key Performance Indicators (KPIs) which will be reviewed by the appropriate offices. Departments will develop their own KPIs that support the institutional goals. The College will develop and add additional student performance KPIs aligned to the Realignment tasks. The metrics will be transparent through the Strategic Planning Online Platform (SPOL), which will serve as the central repository for all planning data.

Ms. Burrell explained how the SPOL tool was selected, which started with an analysis of peer institutions and what they used to create a rubric, with thought given to what BCCC needed from the tool and a focus on sustainability. SPOL will house all strategic plan-related information and allow for tracking institutional indicators. It will allow for dashboards and will require a build-out. It will house the strategic plan and connect everything to it. Departmental budgets and goals will all be tied back to mandates found in the strategic plan.

Trustee Garvin asked about transparency for the faculty of the strategic plan. She also asked about how the public would be able to see dashboards and whether they would be public facing. Ms. Burrell said the College wants to be as transparent as possible and provide high level visibility.

The conversation moved to the Vice Chair and a motion for training

IX. Approval for Vice Chair Ward to Receive Training re Open Meetings Act. Pursuant to state law, the BOT needs to approve one of its members to take Open Meetings Act training. Vice Chair Ward asked that the BOT approve training for him. Upon a motion by Trustee Weiss, seconded by Trustee Garvin, the BOT unanimously approved the motion.

X. Closing statement and Motion for Adjournment. Vice Chair Ward read the following closing statement:

The open session meeting of the Board of Trustees has concluded. Pursuant to the General Provisions Article, Sections 3-305(b) (1), (7), (8), and (9), the meeting will move into closed session so that the Board can:

Discuss the employment, onboarding, separation, compensation and discipline of specific College employees;
Consult with counsel to obtain legal advice;
Discuss strategy, merits, and legal advice regarding pending litigation and administrative complaints involving the College; and discuss matters related to collective bargaining.

May I have a motion to adjourn and close?

Trustee Weiss moved to close the meeting. Trustee Garvin seconded the motion and it was unanimously approved. The meeting was adjourned at 5:44 and immediately moved to closed session.



BOARD OF TRUSTEES

BALTIMORE CITY COMMUNITY COLLEGE

Closed Session Summary | November 19, 2025 (Virtual Zoom Meeting)

Board Members Present: Vice Chairman Roger Ward; Ms. McKenzie Garvin; Ms. Billie Malcolm; Ms. Tanya Terrell; Mr. John C. Weiss; and Mr. Tyrese McBayne.

Also Present: Dr. Debra L. McCurdy; Ms. Maria E. Rodriguez, Esq.; Ms. Kirstin McFarlane, Esq.

Vice Chairman Ward brought the closed session meeting to order at 5:46 PM.

Upon a motion, the trustees unanimously approved the consent agenda and the attached closed session materials.

Ms. McFarlane and Ms. Rodriguez discussed the Open Meetings Act, the Education Article that provides for appointment of a new Chair, and the Unfair Labor Practice claim filed by AFSCME against the College.

Following a motion made by Trustee Weiss and seconded by Trustee Malcolm, the Board voted unanimously to adjourn the meeting at 6:20 PM.

Respectfully submitted,

Debra L. McCurdy, President

BOARD OF TRUSTEES
BALTIMORE CITY COMMUNITY COLLEGE
FINANCE COMMITTEE

Minutes | 8:00 AM December 11, 2025 (Virtual Zoom Meeting)

Attendees:	Dr. Roger Ward, Vice Chair	Mr. Michael Thomas, VP for WDCE
	Trustee J. C. Weiss	Ms. Brandon Cohen, Director of Budgets
	Dr. Debra L. McCurdy, President	Ms. Anna Lansaw, Director of Procurement &
	Ms. Nicole Carter, Assistant Vice President of	Auxiliary Services
	Human Resources	

I. Call to Order

Dr. Roger Ward, Vice Chair, called the meeting to order at 7:58 a.m.

II. Procurement Policies and Procedures

Dr. Debra L. McCurdy spoke on current procurement policies and asked about any anticipated legislative impacts. Ms. Anna Lansaw reported no immediate changes but noted that updates are planned to align with revised state thresholds and delegation requirements. These updates will require approval from the Board of Trustees, the Maryland Legislature, and the Board of Public Works.

III. Procurement(s) Exceeding \$25,000 to \$99,999

- a. Pest Control (Rollins, Inc.) \$98,672.75
(3-year term and 3 months)
- b. HVAC Unit Rental (Sunbelt Rental) – Change Order
 - Original Amount: \$12,905.98
 - Change Order Amount: \$33,078.09
 - Total: \$45,984.07

Mr. Michael Thomas presented an overview of the informational items, starting with the recommendation to transition pest control services from Home Paramount to Orkin due to inadequate performance. He proposed a 39-month contract that includes a \$20,000 contingency for emergency situations such as wildlife removal. The discussion highlighted the importance of maintaining consistent pest control to uphold health and safety standards across campus. Dr. Ward questioned the contingency amount; however, both Mr. Thomas and Dr. McCurdy indicated that the amount is appropriate, as specialized services are not covered under the standard preventive contract and can be costly, making this provision necessary under the proposed agreement.

Mr. Thomas also addressed the HVAC rental units for the radio station, which were required due to delays in receiving replacement equipment. These rentals ensured a safe and comfortable environment for staff during the interim period. The associated costs were covered by restricted funds, and the new HVAC units have now been successfully installed.

It was emphasized that any modifications to established contracts must be presented as an informational item on the agenda or submitted to the Board of Trustees for approval. This is particularly required for changes that exceed the President's delegated authority or involve contracts previously approved by the Board.

IV. Pre- Approval for Procurement(s)

- a. HR Recruitment Software
(GovernmentJobs.com dba NeoGov) \$116,350.16 (3-Year Term)

Ms. Nicole Carter provided an overview of the NeoGov contract, which launched in December 2024. She explained that the contract required renegotiation after an initial billing error caused by an overstated employee count, significantly increased costs. The adjustment corrected the employee numbers and secured a three-year pricing agreement at a reduced rate. The NeoGov platform currently supports key functions, including onboarding, offboarding, and recruitment processes. Ms. Lansaw confirmed that the three-year pricing will remain fixed regardless of fluctuations in employee count, contingent upon Board of Trustees' approval of the contract.

Dr. Ward motioned for approval; Trustee Weiss seconded. Motion approved unanimously.

V. Finance Update

Mr. Brandon Cohen, Director of Budgets, reported strong performance compared to the previous year. Unrestricted revenue is up by \$1.7 million, primarily due to increased credit tuition, while restricted revenue rose by \$3.8 million, driven by PAYGO funding for capital projects. Expenses are down by \$1.3 million, resulting in a positive net position of approximately \$3 million. The college is currently operating within budget, with no concerns about overspending.

Trustee Weiss inquired about any discussions regarding mid-year allocation cuts. Dr. McCurdy confirmed that while there were preliminary conversations, no formal cuts had been made. She noted that during reviews, the Department of Budget and Management advised against submitting additional funding requests. However, the College intends to move forward with over-the-target requests, prioritizing fine arts renovations, dental hygiene clinic upgrades, and IT data center improvements. Capital priorities remain focused on the nursing building, library renovation, wellness center, and new facilities building, while deferred maintenance projects—such as campus-wide bathroom renovations—continue to progress.

VI. Motion for Adjournment

Meeting concluded at 8:32 a.m. following a motion to adjourn by Trustee Weiss, which was seconded by Dr. Ward.

III. Procurement(s) Exceeding \$25,000 to \$99,999 (Informational)

Contract No. / Contract Title	Pest Control Services (Rollins, Inc. dba Orkin Pest Control)		
Description/Remarks: This is a 39-month contract for pest control services across all campus locations. The agreement includes monthly services as well as specialized treatments on an as-needed basis. Procurement is being conducted through the Sourcwell Cooperative Agreement, which was established via competitive process. The monthly cost is \$2,017.25, totaling \$24,207 annually, with an additional contingency of \$20,000 allocated for any supplemental services during the contract term.			
Procurement Method:	ICPA	Category:	Maintenance
Award Amount:	\$98,672.75	Contract Term:	01/01/2026 – 03/29/2029
No. of Bids:	N/A	Tax Clearance:	
College Department:	Facilities	Fund Source:	07706 / 0810

Contract No. / Contract Title	R95P5600371 / COL25074 HVAC Unit Rental (Sunbelt Rentals)		
Description/Remarks: This represents a monthly rental charge for a temporary HVAC unit used at the radio station transmission building until the replacement of the permanent HVAC units was completed. This modification to the original purchase order adds additional rental months due to delays caused by the replacement units being on backorder.			
Procurement Method:	Modification	Category:	Maintenance
Original Award: Change Order Amount: Total Award:	\$12,905.98 \$33,078.09 \$45,984.07	Contract Term:	7 months
No. of Bids:	N/A	Tax Clearance:	25-4801-0111
College Department:	WBJC	Fund Source:	03332 / 0809

IV. PRE- APPROVAL FOR PROCUREMENT(S)

BOARD OF TRUSTEES – FINANCE COMMITTEE ACTION ITEM

Contract ID: BCCC-FY26-HR-005

Contract Description: HR Recruitment Software

Award: GovernmentJobs.com dba NeoGov

Contract Term: Three (3) Years

Procurement Method: Sole Source

Contract Amount: Total: \$116,350.16
Year 1: \$36,368.23
Year 2: \$38,782.17
Year 3: \$41,249.76

Requesting Remarks: The College is requesting pre-approval to award a three-year contract for HR Recruitment Software to GovernmentJobs.com dba NeoGov. This software provides essential recruitment and applicant tracking capabilities to support the College's hiring processes. The proposed agreement ensures continuity of service and compliance with HR operational needs. The NeoGov platform streamlines recruitment workflows, improves candidate experience, and ensures compliance with state and federal hiring regulations. It offers robust reporting tools and integrates seamlessly with existing HR systems, reducing administrative burden.

GovernmentJobs.com dba NeoGov has a proven track record of providing recruitment solutions to public sector organizations nationwide. Their platform is widely adopted and recognized for reliability and scalability.

In accordance with the College's Procurement Policies and Procedures, Board of Trustees approval is required for contracts exceeding \$100,000.

Fund Source: Operating

Tax Clearance: 25-4800-0111

BOARD OF TRUSTEES ACTION

THIS ITEM WAS:

APPROVED

DISAPPROVED

DEFERRED

WITHDRAWN

WITH DISCUSSION

WITHOUT DISCUSSION

V. FINANCE UPDATE

Monthly Financial Performance Snapshot Report

Appropriation Year 2026
as of November 2025

Total Revenue by Appropriated Fund

Revenue Fund	Budget AY26	Actuals FY26	Actuals AY25	Net Change
General (Unrestricted)	64,985,412	\$ 35,453,079	33,724,104	1,728,975
Restricted	30,610,084	\$ 16,281,981	12,438,493	3,843,488
Total Revenue AY25	95,595,496	51,735,059	46,162,597	5,572,462

Year-over-Year (YoY) Expense Comparison

Expense Fund	Budget AY26	Actuals FY26	Actuals AY25	Net Change
General (Unrestricted)	64,985,412	\$ 18,867,759	20,162,877	-1,295,118
Restricted	30,610,084	\$ 7,432,874	7,484,468	-51,594
Total Expenses	95,595,496	26,300,634	27,647,345	-1,346,711

	Budget AY26	Actuals FY26	Actuals AY25	Net Change
Net Surplus	0	25,434,426	18,515,252	6,919,174

Year-over-Year (YoY) Revenue Comparison

Revenue Sources	Budget AY26	Actuals FY26	Actuals AY25	Net Change
Unrestricted Revenues	64,985,412	35,453,079	33,724,104	1,728,975
Board of Estimates - Unrestricted	600,000	0	0	0
Bookstore Revenue	935,233	901,566	750,912	150,654
Consolidated Fees	900,000	799,084	480,135	318,949
Credit Tuition	9,443,275	6,975,288	4,751,390	2,223,897
Facilities Capital Fees	109,971	82,874	50,501	32,373
Investment Income	501,218	663,084	923,436	-260,352
Local Contract	0	0	189,524	-189,524
Non-Credit Fee Revenue	508,440	217,596	591,156	-373,560
Non-Credit Tuition	621,170	272,425	747,490	-475,065
Other Fee Revenue	0	12,995	15,439	-2,444
Other Revenue	0	15,312	11,223	4,089
Parking and Transportation	44,719	1,946	5,035	-3,089
Real Estate Lease Income	1,402,760	490,126	531,702	-41,576
Registration Fee	299,995	255,502	160,160	95,342
State Appropriation	48,367,088	24,183,544	24,140,112	43,432
Student Activities	160,559	0	25	160,534
Technology Fees	700,000	532,840	320,090	212,750
Tower Rental Income	131,092	28,803	35,616	-6,813
Transcripts	49,059	14,941	14,815	127
Vending Machine Commission	0	5,152	5,343	-191
WBJC Asset Agreement	210,833	0	0	0
Restricted Revenues	30,610,084	16,281,980	12,438,493	3,843,488
Deferred Maintenance	10,000,000	4,314,698	0	4,314,698
COVID Relief	0	0	0	0
Federal Grants	12,022,898	8,142,067	7,150,616	991,450
Indirect Cost - Other	117,800	0	0	0
Other Restricted Revenue	0	19,490	6,860	12,630
Private Gifts, Grants & Contracts	124,710	0	0	0
RYP - Artworks	0	0	0	0
State and Local Grants	5,502,979	1,688,318	2,201,545	-513,227
WBJC	2,841,697	2,117,408	3,079,471	-962,063
Total Revenue AY26	95,595,496	51,735,059	46,162,596	5,572,463

**Appropriation Year 2026
as of November 2025**

Expenditure by Category

Description	Object	Actuals FY26	Actuals AY25	Net Change	Percentage Change
Labor: PIN Salaries	01	12,964,820	12,581,279	383,541	3.0%
Labor: Contractual Employees	02	4,118,319	3,616,020	502,299	13.9%
Communications	03	94,388	13,469	80,919	600.8%
Travel	04	59,557	122,967	-63,411	-51.6%
Utilities	06	816,846	617,891	198,954	32.2%
Motor Vehicle	07	7,584	38,020	-30,437	-80.1%
Contractual Services	08	1,884,918	2,167,180	-282,262	-13.0%
Supplies	09	207,820	2,515,563	-2,307,743	-91.7%
Replacement Equipment	10	52,497	22,362	30,135	134.8%
New Equipment	11	1,333	74,601	-73,268	-98.2%
Scholarships and Fellowships	12	5,118,314	5,309,559	-191,245	-3.6%
Fixed Expenses	13	1,422,304	567,424	854,880	150.7%
Deferred Maintenance	14	-448,065	1,009	-449,074	-44520.9%
Total Expenses AY26		26,300,634	27,647,345	-1,346,711	-4.9%

Current Expenses by Division

Division	Budget AY26	Actuals FY26	Actuals AY25	Net Change	Percentage Change
Academic Affairs	25,527,172	6,814,674	6,832,939	-18,265	-0.3%
Administration & Finance	26,411,603	4,520,015	6,708,251	-2,188,236	-32.6%
Advancement & Strategic Partners	1,926,509	306,475	370,861	-64,385	-17.4%
College Wide	-1,363,427	966,608	243,597	723,010	296.8%
Information Technology	5,536,226	1,705,018	1,924,432	-219,414	-11.4%
Institutional Research & Strategic Priorities	1,301,848	366,641	308,622	58,019	18.8%
President's Office (Executive)	2,150,793	548,474	464,610	83,864	18.1%
Student Affairs	17,469,915	8,052,192	7,542,025	510,167	6.8%
WBJC	2,144,518	495,798	477,545	18,253	3.8%
WDCED	14,490,338	2,524,739	2,774,463	-249,724	-9.0%
Total Expenditures	95,595,495	26,300,634	27,647,345	-1,346,711	-4.9%

FY	26	26	25	25
Program	Budget	Expenditures	Budget	Expenditures
Academic Support	7,720,661	1,895,017	6,779,657	2,139,663
Auxiliary Enterprises	5,520,185	998,575	5,837,611	3,079,745
Institutional Support	12,670,278	5,644,993	17,038,345	4,944,801
Instruction	32,887,125	7,006,212	29,023,565	6,763,941
Operations & Maintenance	17,856,150	2,707,522	10,064,563	2,848,637
Scholarships	9,202,100	5,362,404	12,143,347	5,370,802
Service	2,144,518	495,798	2,075,968	477,545
Student Services	7,594,479	2,190,113	6,599,932	2,022,210
Grand Total	95,595,495	26,300,634	89,562,988	27,647,345

STUDENT GOVERNMENT ASSOCIATION

SGA Monthly Meeting –The SGA Leadership Team held its third General Body Meeting of the Fall 2025 semester on November 5th, 2025. Guest presenters from Barnes & Noble College discussed the rental policies, including the need to manually opt out of textbook programs and provide proper documentation for returns.

Unfinished business included club roster and report submissions, as well as ongoing improvements to the Prayer/Serenity Room, Creative Communication Room, and Lactation Room. New business focused on the upcoming Food Pantry Drive, volunteer needs for the Panther Closet on November 17th, and continued efforts to address student concerns such as classroom cancellations and campus space development. Announcements highlighted November events including Mental Health Workshops, Veterans Day activities, Hunger and Homelessness Awareness Week, International Education Week, and the Keeping It Real lecture series.

SGA Monthly Meeting with President McCurdy – The Student Government Association did not meet with President McCurdy in the month of November but looks forward to meeting with her in December 2025.

Fall 2025 Schedule of General Body Meetings:

These meetings are held from 12-1 in the Mini Conference Center and virtually through Zoom.

Wednesday, September 3, 2025

Wednesday, October 1, 2025

Wednesday, November 5, 2025

Wednesday, December 3, 2025

Fall 2025 SGA Team:

Kyah Young, President

Shanarra Owens, Vice President

Jasmine Walker, Secretary

Chenise Brayboy, Treasurer

Brandon Macon, Parliamentarian

Cindy Allsup, Vice Senator

Rachel Hundertmark, Senator

Tyrese McBayne, SGA Senator

Deshawn Brownley, SGA Senator

Nitika Dhungana, SGA Senator

Papa Diop, SGA Senator

Activities and Events

Below are SGA and Clubs and Organizations sponsored events and/or activities. It may also include campus activities in which members of the SGA team/ Clubs and Orgs participated in and or volunteered.

SGA

Panthers Closet – November 17, 2025 - the SGA hosted Panther's Closet, an event that provided students with the opportunity to "shop" through a wide variety of donated clothing using panther bucks, with a limit of ten items per person. All donated items were neatly arranged to create an

engaging and welcoming shopping experience. The event had a great turnout and received many high-quality donations. With the help of several dedicated volunteers, many students were able to find clothing that suited their needs and personal style for themselves and their family members. Everyone who participated expressed deep gratitude for the opportunity, and it was heartwarming to see students genuinely enjoying the experience as they searched for the perfect pieces that reflected their personalities.

Gender and Sexualities Alliance (GSA)

GSA Painting Event – November 20, 2025 – the GSA held a group craft event where they painted “kindness rocks” Members expressed their joy at being able to slow down during this chaotic time of the semester to do something that did not involve screens (or homework).

Photos from club crafting event:

International Student Club

International Education Week - November 17 – 20, 2025 – the International Students Club spearheaded the annual International Education Week of activities. The event was held Monday through Thursday of the week with various activities representing different cultures each day. See specific activities on each day below:

America Day (Monday, November 17th) – 74 participants

Featured welcome messages, the U.S. National Anthem, presentations about the United States and Jamaica, a geography game, and food.

Asia Day (Tuesday, November 18th) – 81 participants

Featured welcome performances with Nepali duo dances, a presentation about South Korea and Nepal, geography/Kahoot games, special dance performances, open-floor dancing, prizes, and food.

Africa Day (Wednesday, November 19th) – 74 participants

Featured a welcome message, presentations about various African countries, greetings customs, and performances including a DRC Congo dance and Nigerian talking drum. Activities also included geography/Kahoot games, prizes, and food.

International Student Panel (Thursday, November 20th) – 31 participants plus five professors Drs. Malaki (AD for NPSP), Dr. Holland (Cyber Security), Dr. Servio-Mariano (Sociology), Izume (Business Management), and Professor Gillis (English) joined to listen to our students’ voices.

There were six student panelists that participated. This session was a wonderful opportunity for the BCCC community to learn, understand, and engage with our international students as they shared insights on cultural adjustment, social life and community challenges along with practical tips, and their career/future plans.

The link below is to a video that showcases the key moments and highlights from the four days of IEW 2025. BCCC International Education Week 2025:

https://www.youtube.com/watch?v=2525n9_N-YM

Dining with BCCC Panthers - November 20, 2025 – the SGA and members of the various student clubs and organizations helped the Office of Student Life and Engagement with a special dinner in recognition of Hunger and Homelessness Awareness Week. The event was held in the cafeteria and upper atrium of the Main building on the Liberty Heights campus. from 6:00 – 8:00 pm and included a resource Fair. The event was open to BCCC and the local community.

Anthropology & Sociology Club and History Club

Keeping it Real Lecture Series - November 21, 2025 – the series continued with the last session for the semester. The topic for this month was “Revisiting the JFK Assassination: The Most Complex Crime in US History”. Baba Dr. Zak Kondo (professor, author, scholar, activist, and lecturer) was the presenter for this event which was held virtually from 6:00 pm – 8:00 pm. The event was very well attended.

Panther X Dance Club

2nd Annual Friendsgiving - November 24, 2025 – the Panther X Dance club in conjunction with the Office of Student Life and Engagement held its 2nd Friendsgiving event. Guests were able to have fun by enjoying good food, playing games and one on one/group fellowship. The event was held in the Mini Conference Center on the Liberty Heights campus from 4:00 – 6:00 pm.



The Faculty Senate President's Report to the Baltimore City Community College (BCCC) Board of Trustees

December 17, 2025

Greetings, Chair and Members of the Board of Trustees:

On behalf of the Baltimore City Community College Faculty Senate and Senate Executive Committee, please find my report as follows:

Great News from the Academy:

Students:

The Dental Hygiene and Nursing Programs hosted an interdisciplinary symposium that brought together students to “strengthen teamwork, communication, and understanding of the oral–systemic connection.” This collaborative event highlighted how shared knowledge between dentistry and medicine can improve early diagnosis, enhance patient-centered care, and support better outcomes—particularly for conditions such as cardiovascular disease, diabetes, and Alzheimer’s.

Student scholars demonstrated exceptional engagement, professionalism, and critical thinking as they worked through real-world scenarios. Their success underscores the value of interprofessional education and reinforces our commitment to continuing this symposium in the years ahead, with plans to expand participation to additional healthcare disciplines.

“This event reflects the dedication of program faculty members to preparing confident, competent clinicians who are ready to deliver comprehensive, collaborative care to the communities they serve.” The faculty have provided a short video highlighting the event (Massey).

 [C2433_1 \(1\) 2.mp4](#)

Thank you, Professor Massey, for providing the original text for this section.

Cyber Security Program students, led by Dr. Denise Holland, are taking advantage of the following opportunities:

The Army HBCU-MI SPARK offers a 10-week summer research internship at Army research facilities across the United States

Virtual Cybersecurity Career Challenge Information Sessions - Virtual Cybersecurity Career Challenge is 12-weeks in length

Direct step-by-step virtual labs covering the challenges of communicating across the Solar System Internet (SSI)

Faculty:

Dr. Tifanne M. McCaskill recently published an article entitled "Black Undergraduates' Perceptions of the Costs and Benefits of K-12 Teaching" in a journal of the Multidisciplinary Digital Publishing Institute. <https://www.mdpi.com/2673-995X/5/4/121>

Professors Charles Arnette (Music), **Tamara Payne** (Art), and **Amber Bond** (Fashion Design) highlighted their amazing students in style. They presented an afternoon of refined entertainment for the college and community highlighting seasonal music through concert performance, a visionary curated multi-medium art exhibition, and an extraordinary fashion show on December 11, 2025, on the Liberty Campus.

Business of the Academy:

General Updates:

Faculty will post final grades due Monday, December 15th before midnight. We thank Dr. McCurdy for assisting us in the facilitation of moving the deadline to Monday.

The Academy is elated to learn from Registrar McCray that faculty reporting student attendance numbers are greatly improved as follows:

98% of Faculty Reported Attendance

100% of FT Faculty Reported Attendance

This is tremendous news in supporting student success at BCCC.

Meetings:

The Senate Executive Committee's (SEC) monthly meeting was held on December 5, 2025

The Curriculum and Instruction Committee (CIC) met on 12/10/2025 to review updates to the pre-requisites for two programs. The next step is to vet the recommended changes with the SEC

in January of 2026. If approved, the program changes will be forwarded to the VPAA (or the designee). If SEC does not approve the changes, the documents are returned to CIC for additional corrections.

On Track:

2025 Faculty Evaluation Process is both policy and procedures compliant in addition to adhering to the timetable.

E-Learning Training: To teach during the winter session and onward, faculty must complete Kaleidoscope Online Faculty Training (KOLT) on Canvas. Certification of renewal occurs every five years with required intermittent refresher sessions and workshops.

We are looking forward to...

Filling Academic Affairs vacancies (VPAA, AVP, B-STEM Dean, SASS Associate Dean, Full-time Faculty, etc.)

Continued negotiating and further progress made towards finalizing a ratified union contract between the college and BCCC-UAMD Faculty Union Bargaining Team members.

Happy holidays to you and yours,

Katana L. Hall

Katana L. Hall, Ph.D.

BCCC Faculty Senate President



New Business

III. Procurement(s) Exceeding \$25,000 to \$99,999 (Informational)

Contract No. / Contract Title	Pest Control Services (Rollins, Inc. dba Orkin Pest Control)		
Description/Remarks: This is a 39-month contract for pest control services across all campus locations. The agreement includes monthly services as well as specialized treatments on an as-needed basis. Procurement is being conducted through the Sourcwell Cooperative Agreement, which was established via competitive process. The monthly cost is \$2,017.25, totaling \$24,207 annually, with an additional contingency of \$20,000 allocated for any supplemental services during the contract term.			
Procurement Method:	ICPA	Category:	Maintenance
Award Amount:	\$98,672.75	Contract Term:	01/01/2026 – 03/29/2029
No. of Bids:	N/A	Tax Clearance:	
College Department:	Facilities	Fund Source:	07706 / 0810

Contract No. / Contract Title	R95P5600371 / COL25074 HVAC Unit Rental (Sunbelt Rentals)		
Description/Remarks: This represents a monthly rental charge for a temporary HVAC unit used at the radio station transmission building until the replacement of the permanent HVAC units was completed. This modification to the original purchase order adds additional rental months due to delays caused by the replacement units being on backorder.			
Procurement Method:	Modification	Category:	Maintenance
Original Award: Change Order Amount: Total Award:	\$12,905.98 \$33,078.09 \$45,984.07	Contract Term:	7 months
No. of Bids:	N/A	Tax Clearance:	25-4801-0111
College Department:	WBJC	Fund Source:	03332 / 0809

IV. PRE- APPROVAL FOR PROCUREMENT(S)

BOARD OF TRUSTEES – FINANCE COMMITTEE
ACTION ITEM

<i>Contract ID:</i>	BCCC-FY26-HR-005
<i>Contract Description:</i>	HR Recruitment Software
<i>Award:</i>	GovernmentJobs.com dba NeoGov
<i>Contract Term:</i>	Three (3) Years
<i>Procurement Method:</i>	Sole Source
<i>Contract Amount:</i>	Total: \$116,350.16 Year 1: \$36,368.23 Year 2: \$38,782.17 Year 3: \$41,249.76

Requesting Remarks: The College is requesting pre-approval to award a three-year contract for HR Recruitment Software to GovernmentJobs.com dba NeoGov. This software provides essential recruitment and applicant tracking capabilities to support the College’s hiring processes. The proposed agreement ensures continuity of service and compliance with HR operational needs. The NeoGov platform streamlines recruitment workflows, improves candidate experience, and ensures compliance with state and federal hiring regulations. It offers robust reporting tools and integrates seamlessly with existing HR systems, reducing administrative burden.

GovernmentJobs.com dba NeoGov has a proven track record of providing recruitment solutions to public sector organizations nationwide. Their platform is widely adopted and recognized for reliability and scalability.

In accordance with the College’s Procurement Policies and Procedures, Board of Trustees approval is required for contracts exceeding \$100,000.

<i>Fund Source:</i>	Operating	<i>Tax Clearance:</i>	25-4800-0111
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BOARD OF TRUSTEES ACTION		THIS ITEM WAS:	
APPROVED	DISAPPROVED	DEFERRED	WITHDRAWN
	WITH DISCUSSION	WITHOUT DISCUSSION	

V. FINANCE UPDATE

Monthly Financial Performance Snapshot Report

Appropriation Year 2026
as of November 2025

Total Revenue by Appropriated Fund

Revenue Fund	Budget AY26	Actuals FY26	Actuals AY25	Net Change
General (Unrestricted)	64,985,412	\$ 35,453,079	33,724,104	1,728,975
Restricted	30,610,084	\$ 16,281,981	12,438,493	3,843,488
Total Revenue AY25	95,595,496	51,735,059	46,162,597	5,572,462

Year-over-Year (YoY) Expense Comparison

Expense Fund	Budget AY26	Actuals FY26	Actuals AY25	Net Change
General (Unrestricted)	64,985,412	\$ 18,867,759	20,162,877	-1,295,118
Restricted	30,610,084	\$ 7,432,874	7,484,468	-51,594
Total Expenses	95,595,496	26,300,634	27,647,345	-1,346,711

	Budget AY26	Actuals FY26	Actuals AY25	Net Change
Net Surplus	0	25,434,426	18,515,252	6,919,174

Year-over-Year (YoY) Revenue Comparison

Revenue Sources	Budget AY26	Actuals FY26	Actuals AY25	Net Change
Unrestricted Revenues	64,985,412	35,453,079	33,724,104	1,728,975
Board of Estimates - Unrestricted	600,000	0	0	0
Bookstore Revenue	935,233	901,566	750,912	150,654
Consolidated Fees	900,000	799,084	480,135	318,949
Credit Tuition	9,443,275	6,975,288	4,751,390	2,223,897
Facilities Capital Fees	109,971	82,874	50,501	32,373
Investment Income	501,218	663,084	923,436	-260,352
Local Contract	0	0	189,524	-189,524
Non-Credit Fee Revenue	508,440	217,596	591,156	-373,560
Non-Credit Tuition	621,170	272,425	747,490	-475,065
Other Fee Revenue	0	12,995	15,439	-2,444
Other Revenue	0	15,312	11,223	4,089
Parking and Transportation	44,719	1,946	5,035	-3,089
Real Estate Lease Income	1,402,760	490,126	531,702	-41,576
Registration Fee	299,995	255,502	160,160	95,342
State Appropriation	48,367,088	24,183,544	24,140,112	43,432
Student Activities	160,559	0	25	0
Technology Fees	700,000	532,840	320,090	212,750
Tower Rental Income	131,092	28,803	35,616	-6,813
Transcripts	49,059	14,941	14,815	127
Vending Machine Commission	0	5,152	5,343	-191
WBJC Asset Agreement	210,833	0	0	0
Restricted Revenues	30,610,084	16,281,980	12,438,493	3,843,488
Deferred Maintenance	10,000,000	4,314,698	0	4,314,698
COVID Relief	0	0	0	0
Federal Grants	12,022,898	8,142,067	7,150,616	991,450
Indirect Cost - Other	117,800	0	0	0
Other Restricted Revenue	0	19,490	6,860	12,630
Private Gifts, Grants & Contracts	124,710	0	0	0
RYP - Artworks	0	0	0	0
State and Local Grants	5,502,979	1,688,318	2,201,545	-513,227
WBJC	2,841,697	2,117,408	3,079,471	-962,063
Total Revenue AY26	95,595,496	51,735,059	46,162,596	5,572,463

**Appropriation Year 2026
as of November 2025**

Expenditure by Category

Description	Object	Actuals FY26	Actuals AY25	Net Change	Percentage Change
Labor: PIN Salaries	01	12,964,820	12,581,279	383,541	3.0%
Labor: Contractual Employees	02	4,118,319	3,616,020	502,299	13.9%
Communications	03	94,388	13,469	80,919	600.8%
Travel	04	59,557	122,967	-63,411	-51.6%
Utilities	06	816,846	617,891	198,954	32.2%
Motor Vehicle	07	7,584	38,020	-30,437	-80.1%
Contractual Services	08	1,884,918	2,167,180	-282,262	-13.0%
Supplies	09	207,820	2,515,563	-2,307,743	-91.7%
Replacement Equipment	10	52,497	22,362	30,135	134.8%
New Equipment	11	1,333	74,601	-73,268	-98.2%
Scholarships and Fellowships	12	5,118,314	5,309,559	-191,245	-3.6%
Fixed Expenses	13	1,422,304	567,424	854,880	150.7%
Deferred Maintenance	14	-448,065	1,009	-449,074	-44520.9%
Total Expenses AY26		26,300,634	27,647,345	-1,346,711	-4.9%

Current Expenses by Division

Division	Budget AY26	Actuals FY26	Actuals AY25	Net Change	Percentage Change
Academic Affairs	25,527,172	6,814,674	6,832,939	-18,265	-0.3%
Administration & Finance	26,411,603	4,520,015	6,708,251	-2,188,236	-32.6%
Advancement & Strategic Partners	1,926,509	306,475	370,861	-64,385	-17.4%
College Wide	-1,363,427	966,608	243,597	723,010	296.8%
Information Technology	5,536,226	1,705,018	1,924,432	-219,414	-11.4%
Institutional Research & Strategic Priorities	1,301,848	366,641	308,622	58,019	18.8%
President's Office (Executive)	2,150,793	548,474	464,610	83,864	18.1%
Student Affairs	17,469,915	8,052,192	7,542,025	510,167	6.8%
WBJC	2,144,518	495,798	477,545	18,253	3.8%
WDCED	14,490,338	2,524,739	2,774,463	-249,724	-9.0%
Total Expenditures	95,595,495	26,300,634	27,647,345	-1,346,711	-4.9%

FY	26	26	25	25
Program	Budget	Expenditures	Budget	Expenditures
Academic Support	7,720,661	1,895,017	6,779,657	2,139,663
Auxiliary Enterprises	5,520,185	998,575	5,837,611	3,079,745
Institutional Support	12,670,278	5,644,993	17,038,345	4,944,801
Instruction	32,887,125	7,006,212	29,023,565	6,763,941
Operations & Maintenance	17,856,150	2,707,522	10,064,563	2,848,637
Scholarships	9,202,100	5,362,404	12,143,347	5,370,802
Service	2,144,518	495,798	2,075,968	477,545
Student Services	7,594,479	2,190,113	6,599,932	2,022,210
Grand Total	95,595,495	26,300,634	89,562,988	27,647,345



Presentations

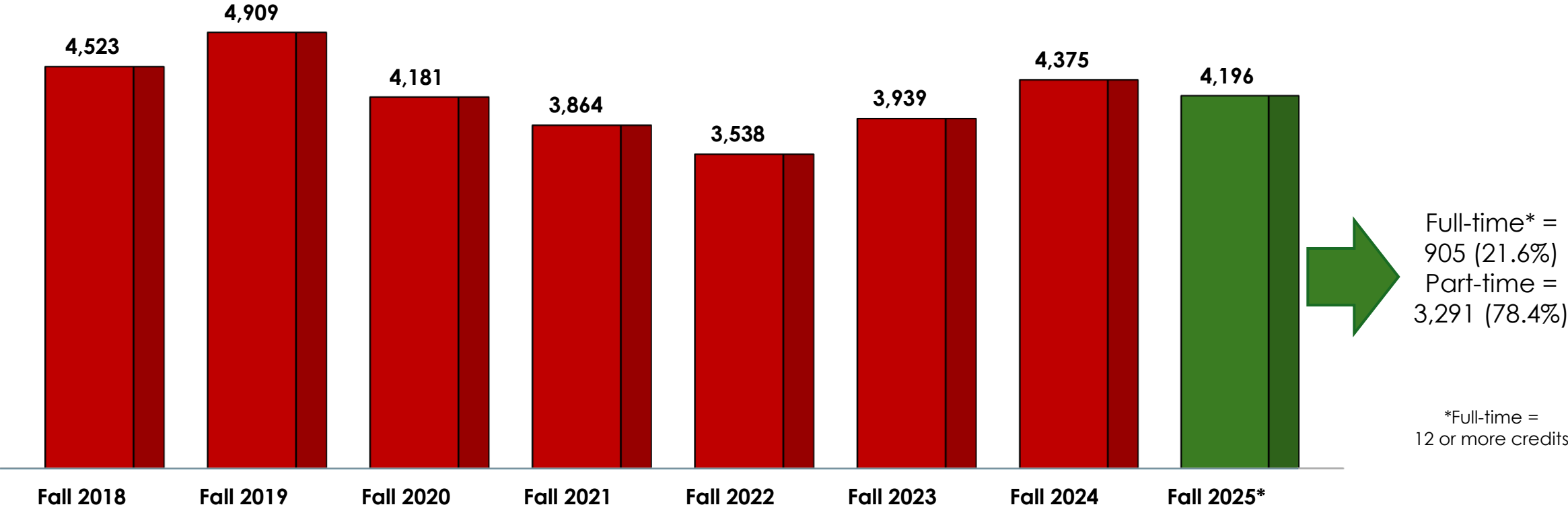
Baltimore City Community College Board of Trustees Meeting December 17, 2025

Enrollment Report

- Credit & Non-Credit
Enrollment Update

Enrollment Report: Fall 2025 Credit Enrollment

Fall 2019 - Fall 2025



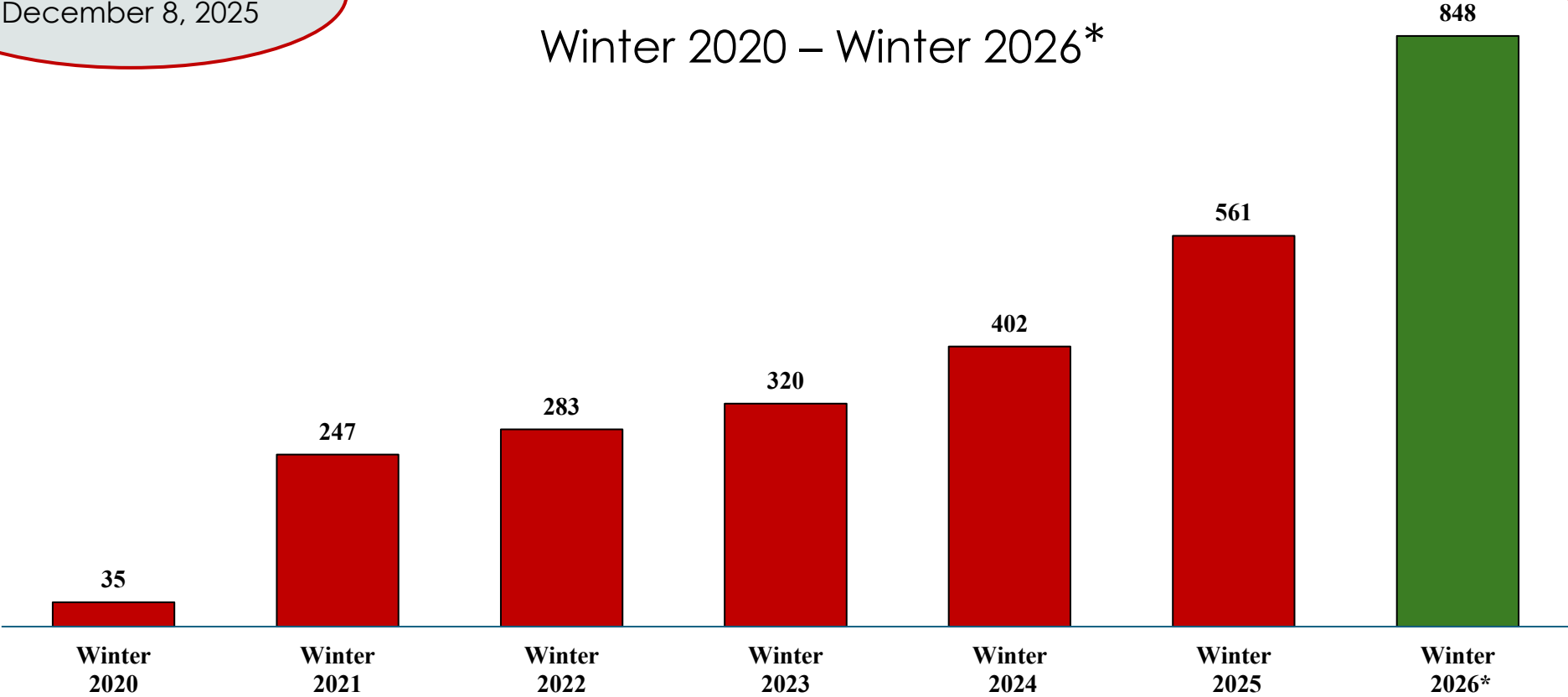
Source: BCCC Office of Institutional Research

Enrollment Report: Winter 2026 Credit Enrollment

Winter 2026* as of
December 8, 2025

Classes Begin on
December 17,
2025

Winter 2020 – Winter 2026*



Source: BCCC Office of Institutional Research

Enrollment Report: Winter 2026 Course Enrollments

- 26 Courses Offered
- 67 Sections
 - 47 Sections Online (Asynchronous)
 - 20 Sections Virtual (Synchronous)

	Course	Registered
CLT 100	Computer Literacy	174
PRE 100	Prep for Academic Achievement	167
MAT 107	Modern Elementary Statistics	139
SPE 101	Fundamentals of Speech	125
SOC 101	Introduction to Sociology	102
PSY 101	Introductory Psychology	88
ENG 101	English Writing	76
BIO 101	General Biology	63
BUA 112	Computers for Business Mgmt	50
ECO 201	The Amer Econ. I: Macro Theory	50
HLF 210	Physical Fitness and Health	50
ENG 102	Introduction to the Term Paper	46
HIS 101	American Civilization I	38
ACT 221	Prin of Financial Accounting I	25
PSY 104	Developmental Psychology	25
ENV 110	Environmental Science	24
HUM 202	Art, Literature, and Music	22
FAS 106	Apparel Buying and Retailing	20
AHS 295	Prof. Ethics in Human Serv.	15
ECO 202	The Amer Econ II: Micro Theory	15
HIS 102	American Civilization II	14
ADC 201	Chem. Depend. Counseling Skills	10
ENG 103	Journalism	5
PLA 268	Legal Research	4
CRJ 220	Criminalistics	3
THE 113	Vocal Production for the Actor	1
Total Registrations		1351

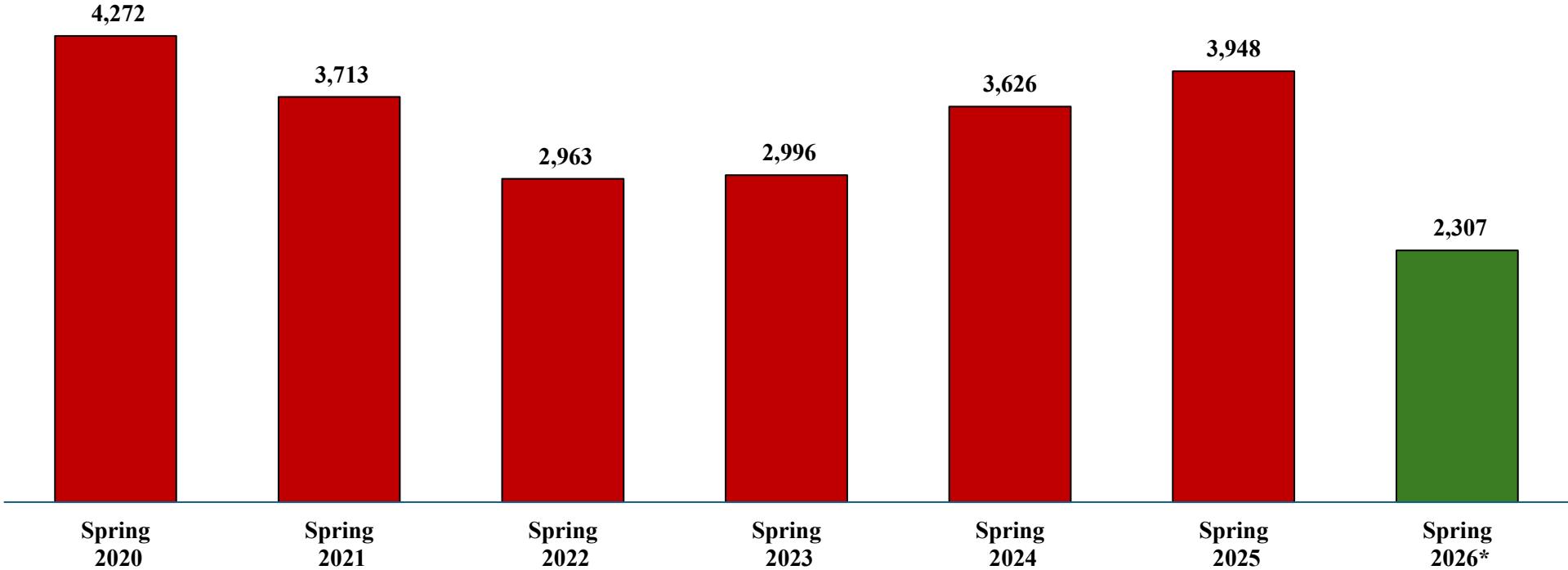
Source: BCCC Office of Institutional Research

Enrollment Report: Spring 2026 Credit Enrollment

Spring 2026* as of
December 8, 2025

Spring 2020 – Spring 2026

Classes Begin on
January 12, 2026



Enrollment Report: Spring 2026 Course Enrollments

- 288 Courses Offered
- 836 Sections
 - 159 Sections Online (Asynchronous)
 - 68 Sections Virtual (Synchronous)
 - 609 Sections In-Person (BCCC and other locations)

Courses with
More than 50
Registrations

	Course	Registered
PRE 100	Prep for Academic Achievement	545
MAT 086	Int Pre & Intro Algebra	457
REN 091	Integrated Reading and Eng I	323
BIO 202	Anatomy and Physiology I	254
BIO 212	Microbiology	236
ENG 101	English Writing	234
CLT 100	Computer Literacy	232
BIO 203	Anatomy and Physiology II	194
SOC 101	Introduction to Sociology	191
PSY 101	Introductory Psychology	187
MAT 107	Modern Elementary Statistics	184
HLF 210	Physical Fitness and Health	165
SPE 101	Fundamentals of Speech	164
BIO 102	Principles of Biology	154
REN 092	Reading and English Skills II	139
HLF 201	Personal and Community Health	124
CHE 101	General Chemistry I	120
PSY 104	Developmental Psychology	116
ENG 200	Introduction to Literature	109
BIO 101	General Biology	108
HEA 205	Human Sexuality	99
BIO 107	Anatomy and Physiology	94
CYA 125	Security Fund, Princip, & Ethi	94
BCA 104	Intro. to Oper. Sys.DOS/Win	80
BUA 112	Computers for Business Mgmt	69
ENG 102	Introduction to the Term Paper	64
PHI 101	Introduction to Philosophy	63
ECE 111	Prin. and Pract. in Early Chil	50
ENV 110	Environmental Science	50

Source: BCCC Office of Institutional Research

Student Persistence

BCCC is focusing on persistence and retention trends across recent academic years:

- **Tracking Persistence Trends**
 - Data will be analyzed to measure fall-to-spring persistence rates.
 - Identify patterns and factors influencing student retention.
- **Evaluating Student Success Programs**
 - Assess impact of initiatives such as tutoring, advising, and first-year experience programs on persistence and retention.
- **Goal Alignment**
 - Supports institutional strategic priorities for improving completion rates and closing equity gaps.

Celebrating WellPoint's Scholarship Donation

- \$25,000 Donation supports scholarships in health profession programs
- Aligns with institutional goal to strengthen healthcare workforce pipeline
- Enhances student success and retention by reducing financial barriers



WellPoint is a leading managed healthcare organization committed to whole-person health. Through its foundation, it invests in initiatives promoting healthy living, disease prevention, and reducing health disparities.

MHEC Hunger-Free Campus Grant

MHEC Hunger-Free Campus Grant supports initiatives to combat food insecurity among college students and the community

Through the \$11,000 grant the campus planned initiatives:

- Enhance campus food pantry services and outreach
- Develop partnerships with local organizations for meal programs
- Provide emergency meal vouchers and nutrition education

Event Spotlight

Sponsored lunch for those in need (homeless individuals) downtown near Harbor campus for 100 individuals.

Baltimore City Community College
Board of Trustees Meeting
December 17, 2025

**Workforce Development and
Continuing Education:**

- Non-credit Enrollment
- Workforce Licensure and Certification
- Placement Outcomes

Adult Basic Education (ABE/GED): September – November 2025

Total classes: 53; total students enrolled: 664

- September: 478 students enrolled in 40 GED classes.
- October: 113 students enrolled in 9 GED classes.
- November: 73 students enrolled in 4 GED classes.
- By subject and level:
 - 220 students in Essentials Math
 - 172 students in Essentials Reasoning through Language Arts (RLA)
 - 122 students in Advanced Math
 - 150 students in Advanced RLA
- 282 students advanced to the next subsequent level, as determined by post-testing. 98 students are pending final assessments. The remaining students are engaged in classes.

Remediation

- Online and in-person option tutoring sessions started in October.
- Students engaged in remediation after failing to demonstrate improvement in post-testing, repeating a course more than twice, or by instructor request.
- ABE developing systems to track and analyze outcome data.

English Language Services (ELS): September – November 2025

Total Enrollment: 686

- ELI (English Language Instruction): 216
- CESL (Community English as a Second Language): 364
- RAP (Refugee Assistance Program): 98
- SOR citizenship classes (Services for Older Refugees): 8

Forty-three (43) eligible students were post-tested, and twenty (20) advanced to the subsequent level. The remaining students have been registered for the new cycle that began in November.

Remediation:

- 69 students across all programs are receiving remediation support (ELS Tutoring Services, digital learning tools such as Pearson's My English Lab)
- 40 in-person tutoring sessions held at Harbor location since October
- Outcome data (course pass rates and level gains) will be analyzed after finals and post-testing in December/January.

Source: BCCC Student Information System

WDCE FY26 Grant Awards

Grants	Start Date	End Date	Award Amount
MD Labor	7/1/2025	6/30/2026	\$1,055,374.00
MORA Afghan	10/1/2025	9/30/2026	\$431,944.00
MORA ESOL	10/1/2025	9/30/2026	\$328,425.00
MORA RSI	10/1/2025	9/30/2026	\$1,144,457.00
MORA SOR	10/1/2025	9/30/2026	\$244,312.00
BCDSS	7/1/2025	6/30/2026	\$2,259,339.09
DHS SNAP	10/1/2025	9/30/2028	\$3,003,535.00
Total			\$8,587,386.09

WDCE FY26 Contract Trainings

Contracts	Description	Amount
Baltimore City Public Schools	Provide training for City School students in the summer for Phlebiology, CNA, and Pharmacy	\$158,050.00
University of MD Medical Center	Provide students with CNA, Digital Literacy and Phlebotomy training	\$217,800.00
Goodwill	Provide students with Pharmacy and CNA training	\$140,000.00
Johns Hopkins Hospital	Provide JHH workers with English classes	\$3,500.00
Thomas Shortman	Provide English classes for students in the Thomas Shortman Union	\$42,000.00

WDCE Contract Trainings (cont.)

Contracts	Description	Amount
Gore Brother's	Partners with Gore Brothers to provide Court Reporting training	\$2,950.00
Green Str Academy	Provide CNA training to students	\$38,500.00
Dept of Juvenile Services	Provide training for students based on their interest	\$40,000.00
Levindale	CNA training	\$87,500.00
Vivien T. Thomas	CAN training	\$61,250
MOED	Provide varies program training for City residents.	\$76,000
Total		\$867,550

Health & Biosciences: September – November 2025

Pathway	# of Class Sections	# of New Enrollments	# of Successful Class Completions	Earned Certification
CNA/GNA	63	585	502	149/testing in progress
Pharmacy Tech.	14	140	85	5/testing in progress
Phlebotomy	5	95	47 (courses ongoing)	9/testing in progress
CHW	6	45	27	27
EMT	5	69	21	Pending

Enrollments and completions for all levels of a pathway course sequence. Students may only earn certification after completion of all courses in sequence.

Pharmacy technician certification requires 160 clinical hours with limited clinical site availability. WDCE is exploring additional clinical opportunities with various partners throughout the City and Baltimore county.

Remediation: 32 students were engaged in remediation services due to incomplete course work. Of the 32, 24 successfully finished incomplete courses and we continue to work with the others.

Source: BCCC Student Information System

Information Technology & Cybersecurity: September – November 2025

Program	# of Class Sections	# of New Enrollments	# of Successful Class Completions	Earned Certification
Pre-Cybersecurity A+ (80 hrs.)	9	127	41/7 in session	21/ testing in progress
Network+ (80 hrs.)	5	52	29/2 in session	29
Security+ (80 hrs.)	3	43	15/2 in session	13
Computer Networking (40 hrs.)	10	189	70/4 in session	32/testing
Microsoft (60 hrs.)	1	7	6	6
Digital Literacy (18 hrs.)	1	9	8	8

Each program listed leads to a distinct certification, except for digital literacy.

Remediation: 4 students were referred to a remedial IT skills bootcamp, of which 3 successfully finished incomplete courses.

Source: BCCC Student Information System

* Includes students who completed coursework before reporting period but received certification after September 1.

Transportation, Logistics & Other: September – November 2025

Course Name	# of Class Sections	# of New Enrollments	# of Successful Class Completions	Earned Certification
CDL	15	194	72/part 1 52/part 2	48
Diesel Mechanics	4	18*	4 (14 students in session)	4
Warehouse Specialist	1	8	7	7
Construction Core	3	34	15	15
OSHA 10	2	38	22	22
Forklift	3	17	7	7

Remediation: 32 students received remedial instruction, including review of written exams, additional math instruction, and equipment use review. Of the 32 students, 20 successfully finished incomplete courses and we continue to work with the others.

Source: BCCC Student Information System

Human Services – Childcare: September – November 2025

Course Name	# of Class Sections	# of New Enrollments	# of Successful Class Completions	Earned Certification
Pre-School (45 hrs.)	3	45	16	16
Child Growth & Development (45 hrs.)	5	78	48	48
Infant & Toddler (45 hrs.)	2	22	13	13
School Age Child Care	2	32	27	27
Child Care Administration	1	24	Class in session	N/A

Remediation: 12 students were referred for remedial instruction in age-appropriate activities and classroom control techniques. Of these 12, 7 students finished incomplete courses. We are working the the other students to address completion requirements.

Source: BCCC Student Information System

* Child Care Administration classes will finish in December, at which point students can earn certification.

Placements September-November 2025

Pathway	# Placed	Employer Examples	Position	Hourly Rate
Administrative Support	1	Collaborative Healing LLC	CHW	\$20.00
CDL-B	1	Coca Cola Lineage Logistics	Warehouse Worker	\$21.00
Childcare	10	Baltimore City Public School	Para Professional	\$18.34
CHW	3	Baltimore City Public Schools	Teacher	\$30.00
CNA	27	University of Maryland Medical Center / LifeBridge / MedStar	Nursing Assistant	\$19.70
Cybersecurity	12	Cremtech, LLC	Meeting Planner	\$26.03
EMT	2	Freestate Ambulance Service	Emergency Vehicle Operator	\$30.00

Information obtained via student self-disclosure and employer verification; not a comprehensive list of all placements for WDCE graduates.

Source: BCCC Student Self Disclose or Employer Verification | BCCC Office of Career Services

Placements September-November 2025 (Continued)

Pathway	# Placed	Employer Examples	Position	Hourly Rate
Pharmacy Technician	12	University of Maryland Medical Center / LifeBridge	Pharmacy Technician	\$18.12
Patient Care Technician	2	Ascension / LifeBridge	Patient Care Technician	\$20.50
Phlebotomy	15	Medstar Hospital / LifeBridge	Phlebotomist	\$18.85
Public Safety	6	Baltimore City Community College	Public Safety Officer	N/A
Warehouse & Logistics	9	Amazon BWI-2	Warehouse Worker	\$19.92
TOTAL	100	Average Hourly Wage		\$22.25

Source: BCCC Student Self Disclose or Employer Verification | BCCC Office of Career Services

QUESTIONS?

Baltimore City Community College
Board of Trustees Meeting
December 17, 2025

Information Technology Report

- Task #9 Update
- Infrastructure Improvement
- Enterprise Resource Planning (ERP) System

Realignment Task #9 Update

- Information Technology Improvements
- ERP Advisory Services
- Infrastructure Update

“Address the information technology (IT)
and infrastructure needs of BCCC”

Technology Improvements

- **Update on Improving the BCCC Technology Infrastructure**

- Support ticketing calls trending lower over past three months:

ITS Helpdesk – Tier 1 and Tier 2 Support 2025 Three Month Ticket Trend

Status	Sep	Oct	Nov
Total Tickets In	1134	837	734
Total Closed	1133	829	695
Total Remaining Open	1	8	39

Technology Improvements

▪ Update on Improving the BCCC Technology Wi-Fi Infrastructure

App ▾	Risk score ▾	Tags ▾	Traffic ↓ ▾	Upload ▾	Transa
 Verkada Security	8		795.0 GB	101.9 GB	46.3K
 Akamai Cloud computing platform	10		426.1 GB	4.0 GB	201.5K
 Microsoft SharePoint O Collaboration	10		162.6 GB	131.1 GB	41.3K
 Google Content management	10	SANCTIONED	140.5 GB	19.3 GB	315.4K
 Amazon Web Services Cloud computing platform	10	SANCTIONED	88.8 GB	22.0 GB	251K
 Fastly Cloud computing platform	9		86.8 GB	879 MB	40.5K
 CloudFlare Security	9		79.0 GB	5.2 GB	87.9K
 Amazon CloudFront Hosting services	10	SANCTIONED	76.6 GB	550 MB	33.5K
 Microsoft Online Service IT services	10	SANCTIONED	69.7 GB	16.7 GB	201.4K
 XFINITY News and entertainment	6		56.6 GB	70 MB	3.1K

Advisory Services Update

- Gross Pay – Phase 2: Completed and went live on November 26, 2025.
- WDCE Process Improvement- IT, BCCC WDCE Team, & Student Accounting continue to work on process improvement for WDCE area in recruitment, admissions applications, course registration and student billing
- Banner Campus Directory: Realtime synchronization of user information to active directory (AD) and downstream systems such as Microsoft, google, banner, etc. is being replaced by improved Ellucian tool.
- Finance module configuration and migration:
 - Procurement Life Cycle- Training materials and schedule being built by Procurement Office
 - Budget Management- Training materials and schedule being built by Budget Office
 - Data Cleanup- ITS is collaborating with Ellucian and BCCC finance team to clean up system data
 - Integration from FMIS- IT is collaborating with Ellucian and BCCC budget office to test the FMIS integration interface to reflect change being made in Finance system.

Disaster Recovery (DR) Update-

- DR project continues to move forward but requires rearchitecting due to premium recovery time objective of a high-cost DR strategy.
- ITS engaged Daly consultants to reassess DR architecture
- Initial assessment is for ITS to scale down the additional resources and costs from the Azure cloud space for DR;
- ITS will keep project moving while seeking to establish a more cost-efficient recovery model than the premium Nutanix Cloud Clusters (NC2) datacenter resources in Azure.

QUESTIONS?



President's Report

ACADEMIC AFFAIRS + REALIGNMENT TASKS #1, #3, #4

Office of the Vice President for Academic Affairs2025-2026 Priorities

Priority One: Assess the effectiveness of teaching and learning in collaboration with the Office of Assessment and faculty-led committees including Curriculum & Instruction Committee, Student Learning Outcomes & Assessment Committee and Program Review & Evaluation Committee.

Priority Two: Institute a comprehensive faculty-led advising model to ensure that students receive personalized, sustained guidance over time. Academic and Student Affairs will produce a system with student-facing resources, an advisor toolkit and training to guide students.

Priority Three: Provide professional development experiences for faculty, including the creation of the Center for Teaching, Learning, and Innovation (CTLI) which is dedicated to evidence-based teaching, learning and assessment practices to improve student learning outcomes.

Priority Four: Design a Credit for Prior Learning (CPL) model to evaluate and award credit for college-level learning acquired outside the classroom. CLP enables learners to earn credit for knowledge and skills gained through work experience, military training, employer training, volunteer service, independent study and noncredit courses.

Priority Five: Implement a Guided Pathways model with Workforce Development & Continuing Education (WDCE), including high school and 4-year institutions, for students to gain competitive employment and marketplace agility. The model will call for instructional innovation and systematic changes in policies, practices, and systems for students to build essential skills across programs.

Priority Six: Academics and WDCE align and revitalize program advisory boards with external stakeholders from various fields (business and industry, government, education, and others) in the development, delivery, and promotion of its credit and noncredit programs.

Priority Seven: Articulate a strategic academic roadmap (Academic Master Plan) for projecting areas of academic growth for programs and activities. Ensure all classes, instructional practices and instructional support systems are aligned with the baseline standards and pedagogical practices.

Area Highlights**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.”

**School of Business, Science, Technology, Engineering & Mathematics and
School of Nursing & Health Professions**

SNHP

BCCC submitted its annual Physical Therapist Assistant (PTA) program report to the Commission on Accreditation in Physical Therapy Education (CAPTE) on December 1, 2025. The report showed how our core courses align with accreditation standards and meet the needs of both students and local employers.

The data included graduation rates, licensure exam pass rates, and job placement rates. The numbers indicate that the program prepares students well for careers in physical therapy. Where the program identified performance gaps, curriculum updates were made to better meet the changing needs of students and employers.

This report reflects the program's ongoing commitment to quality education and student success.

BSTEM

The Business and Technology Department is conducting a thorough review of its programs ahead of the Accreditation Council for Business Schools and Programs for Business Programs (ACBSP) follow-up report. While meeting accreditation standards, the main goal is improving the student experience.

Faculty are examining each course to ensure learning outcomes are congruent with students' needs and employer expectations. The course content is also under review to ensure that it is relevant and prepares graduates for chosen careers. Simultaneously, a review of the current textbooks and materials is underway to confirm that:

- 1) Content aligns with current research, best practices, and industry standards
- 2) Outdated and inaccurate information is removed
- 3) Students are gaining the appropriate content knowledge and skills required by employers and transfer institutions

These efforts involve input from multiple groups. Faculty, administrators, community members, and industry professionals are collaborating on curriculum decisions. Their feedback about real-world needs and essential skills helps make the program more practical and relevant. The Office of Institutional Effectiveness and Research is developing surveys to collect input from students, faculty, and community partners.

The department recognizes that delivering strong education requires collaborative effort.

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.”

School of Business, Science, Technology, Engineering & Mathematics and School of Nursing & Health Professions

BCCC and the University of Baltimore have finalized and signed an agreement that creates new options for Business Administration graduates. Students can now transfer all 60 credits they earn at BCCC directly to Business programs at the University of Baltimore. With the Transfer Intensive program, graduates have a straightforward way to complete their four-year degrees, which helps them move forward in their careers.

Both schools are enthusiastic about working together and look to maintain a strong partnership. Plans are underway for shared projects, like developing courses and materials that students at both schools can use. There will also be opportunities outside the classroom, such as student exchanges, workshops, and events where students can meet and learn from each other. BCCC and the University of Baltimore are talking about bringing this partnership into other subjects. This agreement is more than just coursework; it's about building relationships that help students through their education and into their professional lives.

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.”

School of Arts & Social Sciences

The Dean of the School of Arts and Social Sciences collaborated with the BCCC Registrar to host two registration sessions for spring 2026 with the Baltimore City Police Department to enroll students who will become part of the cadet academy this year. The students enrolled in a series of courses that will assist them in meeting the academic requirements for their cadet training as outlined in the current MOU with the BCPD.

The courses that benefit students in the program include the following:

CRJ 101	Introduction to Criminal Justice
ENG 101	English Writing
PSY 101	Introductory Psychology
PSY 104	Developmental Psychology
MAT 107	Modern Elementary Statistics
Science Elective	
Arts and Humanities Electives	

School of Business, Science, Technology, Engineering & Mathematics & School of Nursing & Health Professions

BCCC and Carroll County Health Care have finalized a memorandum of understanding that allows Dental Hygiene students to complete required clinical hours at the health care facility. The agreement provides space for three to six students at a time to gain chair-side patient care experience. This hands-on training helps students build practical skills while meeting the clinical hour requirements for their program. The partnership gives students a chance to work in a professional health care setting where they can apply what they've learned in class, interact with patients, and learn from experienced dental professionals. This real-world experience prepares them for their future careers as dental hygienists.

Cabinet Operational Update

Dual Enrollment Adjunct Application and Credential Review Process

A cross-functional group of key stakeholders from Academic Affairs, Student Affairs, Information Technology, and Human Resources convened to discuss a more efficient and equitable approach for reviewing faculty transcripts for prospective dual enrollment adjuncts, specifically Baltimore City Public Schools (BCPS) teachers interested in supporting the College's dual enrollment initiative. This growth represents a positive expansion relative to instructional capacity, particularly geared toward ensuring adequate coverage for dual enrollment courses taught in the high schools. The goal of the meeting was to identify practical solutions and define streamlined and effective processes.

Topics for discussion during the meeting included the following:

- Context and Vision for the Portal
- Desired functions and outcomes

Considerations:

- Human Resources: Application flow and compliance needs
- Academy: Credentialing, Course alignment, instructional scheduling, and faculty onboarding
- Technology: Platform design, integration with existing systems, data security
- Student Affairs: Communication and support for student impact

Through a collaborative discussion, the group of stakeholders identified several opportunities to streamline the process as listed below.

1. Creation of a centralized portal for BCPS teachers interested in dual enrollment adjunct roles.
2. Creation of a centralized portal for credential review by the College.
3. A defined review timeline enabling Academic Affairs to complete transcript evaluations within a specific number of business days.

Program Cards

Academic Affairs and Marketing officially launched this year's cycle of reviewing and updating the College's program cards, an essential process designed to ensure that all publicly accessible and distributable academic materials accurately reflect current curriculum and degree requirements. Program cards are widely used by prospective BCCC students, high school partners, advisors, program coordinators, faculty, and other stakeholders and serve as concise guides to each program's degree requirements, key courses, and career pathways. Because of their broad reach, accuracy and alignment with other official sources is vital.

Academic Affairs emphasized the importance of ensuring that every program card reflects the most current and approved curriculum as listed in the college Catalog and represented in Banner, the College's student information system. The AVP for Curriculum and Instruction supplied each Dean with the previous year's program cards, a spreadsheet to indicate the required changes, and a structured process for submitting the updates. Program Coordinators and Deans were asked to verify the accuracy of course sequences, elective options, total credit requirements, and program description. Additionally, faculty were reminded to confirm that any recent curriculum modifications received the appropriate approvals via the College's curriculum committee approval process. With the possibility of curriculum changes occurring each year, program cards must be updated annually to maintain compliance with internal standards and accreditation expectations.

E-Learning

Barnes & Noble First Day Complete (FDC)

In November, E-Learning began the process of vetting Winter courses for issues with the BNC First Day Complete program and digital delivery. This task is being done in waves, with the first one completed in the week of November 24th. This first wave checked for pairing of courseware and whether ebooks were

displaying. Issues were identified with both, and the appropriate individuals were notified of the identified issues. The second and third waves will happen in December prior to Winter break.

Video Projects

Library Services Videos – the videos were completed in mid-November and were sent to the librarians for review and final approval. Once approved, the videos will go into the Orientation course as well as the Library's Canvas site.

Training

In November, E-Learning continued to work with individual faculty to get outcomes paired with assignments so that data can be collected for Fall semester.

Procurements

E-Learning has requested a quote and contract from Anthology for Ally, which is a Print Accessibility Plugin. E-Learning reviewed Ally and UDOIT from CidiLabs. The procurement will be set for an implementation in late January 2026 with a cost of \$16,000 per year and a \$3,000 implementation fee in year one.

E-Learning has been unable to connect with Panopto yet to receive an updated demo and quote. Target date for a procurement will be in January 2026.

Library (Learning Commons)

Ongoing Collection Assessment

The Library Staff is working together to inventory and weed the entire print collection to gain accuracy in the online catalog, maintain the integrity of the print collection, support curriculum, and improve user satisfaction. They are undertaking these extensive projects to ensure that the print collection matches the modernization of the upcoming new facility, prepare for future updated Library software, and meet accreditation standards. Weeding a print collection is a critical component in providing currency and relevancy of a Library. The removals are based on the following criteria:

- Out-of-date information
- Poor condition
- Low Circulation
- Relevancy to the curriculum
- Duplicate copies for courses that no longer use materials

Ongoing Inventory of Print Collection

The Systems Librarian, with support from Federal Work Study Students and Circulation Manager, inventoried the following subject areas during June 2025 to identify missing items and remove them from the catalog:

- The inventory process has finished CT (related sciences of history). All call number records from Q through Z and A through CT should be accurate now.
- First steps have been made into call numbers E (US history).
- Estimated timeframe for completion is January 30, 2026.

Ongoing Weeding of Print Collection

- **General Collection**
Weeding of the print collection has continued; most of general literature has been finished. After the Thanksgiving break, staff will resume with journalism, then specific literature in the romance languages. Estimated timeframe for completion is January 30, 2026.
- **Reserves Collection**
At this time, the reserve collection is consistent. We have seen evidence that textbooks may be provided by the bookstore. Depending on the timing, this may delay weeding as these books are processed.

Outreach/Engagement

A request was made by a member of the faculty for use of library space for an event. The library was willing, but the event did not take place.

School of Arts and Social Sciences (SASS)

Personnel

History Club sponsored the 20th Annual Kwanza Celebration at the College. The celebration was held on Friday, December 8, 2025, in the evening. The guide for the celebration was well-known and respected community activist Mr. Charles Dugger. In addition to being a community activist, Mr. Dugger is a retired BPCS educator of 43 years. He shared the meaning of each of the Kwanza principles as he guided the audience through an active, engagement with history. The celebrations also featured BCCC students from history and sociology courses along with support from student engagement staff. During the celebration, BCCC was presented with a proclamation from The Office of the Mayor of Baltimore in recognition of BCCC's 20th anniversary celebration of Kwanza.

Dr. Kizzy Pittrell organized and led a student engagement and success event for current and prospective Allied Human Services and Addiction Counseling students. The event featured presentations from professionals in the field who shared their knowledge of career opportunities and requisite educational training needs in the career paths. In addition to sharing pertinent information about career opportunities, the presenters also met with students to review their resumes and share information about internship opportunities while enrolled at BCCC. The students were asked to bring their resume for review and discussion, bring a portfolio of their work to discuss with the presenters. The students were encouraged to dress professionally for the event and bring business cards, if they have them. This was a further point of engagement for the students interacting with the presenters.

Professor Amber Bond was featured on WBFF (Fox Baltimore) in their *Hometown Hotspots* morning segment for her contributions to the Fashion community. Her students in the Fashion Design Concepts course were part of the 11th Annual Couture Tree Competition which was held at the Lord Baltimore Hotel in November. Professor Bond's class was invited to design a couture tree for the holiday season and couture tree competition. The competition featured designs from over twenty organizations, with BCCC students being the only collegiate group invited to participate. The students' design will be on display at Lord Baltimore Hotel throughout the month of December.

Professor Charles Arnette served as the musical arranger for the Holiday Jazz concert hosted by The City Temple of Baltimore. His jazz quartet was also a featured music guest for the holiday music celebration.

School of Nursing and Health Professions & School of Business, Science, Technology, Engineering, and Mathematics

Life Science Building (LSB)

The academic deans collaborated with the facilities team with tours of the Learning and Science Building (LSB). During the tours, faculty carefully inspected the physical classroom and office spaces and noted concerns or matters requiring attention prior to reopening the building for use by students, faculty and staff. Following the tour, a list of concerns/needs will be compiled and addressed to ensure smooth reopening and operational efficiency.

Personnel

The President and the Dean reviewed job descriptions for several key positions. This effort is part of a strategic initiative to strengthen the institution's academic offerings and support services. The Dean is currently working in collaboration with the Human Resources (HR) department to post positions on the career site, facilitating an efficient recruitment process.

The positions being advertised include:

- **Associate Dean of School of Business, Science, Technology, Engineering, and Mathematics (BSTEM):** This role provides administrative oversight for BSTEM programs, ensuring that the curriculum is robust and meets industry standards.
- **Assistant Professor/Program Coordinator for Dental Hygiene:** This position is responsible for managing the educational aspects of the Dental Hygiene program, including curriculum development and student engagement.
- **Success Coach for Nursing:** This role is designed to provide personalized support and guidance to nursing students, helping them navigate their educational journey and achieve their academic goals.
- **Clinical Coordinator for Nursing:** This position will oversee clinical placements and ensure that nursing students receive the required hands-on training in appropriate healthcare settings.
- **Assistant Professor Nursing (MedSurg and Mental Health):** These faculty roles will focus on teaching and mentoring students in Medical-Surgical Nursing and Mental Health Nursing, preparing them for successful careers in these critical areas of healthcare.

Filling these positions is crucial for the academy and the institution as a whole. Qualified personnel in these areas, will best equip the College to address specific needs and challenges faced by students. This proactive approach will enhance the resources available to students, ultimately leading to improved academic outcomes and greater success in their chosen fields. The institution's commitment to strengthening its faculty and support staff underscores its dedication to fostering an environment where students can thrive and achieve their full potential.

Interdisciplinary Activity

The Dental Hygiene and Practical Nursing programs have initiated an interdisciplinary collaboration. The first-of-its-kind event in SNHP occurred on December 3, 2025. Thirty students and five faculty members

from the two areas met to discuss the efficiency of antimicrobial agents in treating oral diseases that lead to systemic illnesses.

STEM Symposium

Natural and Physical Sciences hosted the 13th annual STEM symposium. Approximately 50 high school and 180 BCCC students participated in various events. The highlights of the day was the motivational keynote address by Dr. Stanley Andrisse and the display of 30 student project posters and eight faculty-mentored research posters in areas of Anatomy, Biotechnology, and Microbiology. As part of the symposium, the Morgan State University Environmental Science team displayed as an exhibit a Nuclear Reactor model demo.

Guests Speakers on Campus

The School of BSTEM had the following guest speakers who had very interactive discussions with BCCC students:

- **Prof. Antony Kinyua, Physics- Morgan State University:** The presentation was about our on-going activities and experiences in the development and implementation activities that are designed to increase knowledge and the number of underserved minority students interested in STEAM programs in air pollution monitoring and future workforce development. The degree to which urban atmospheric environments and especially in our Baltimore city depends on other interactive feedback in the atmospheric system and conditions of the surrounding environment. The Presentation discussed the impact of our activities in addressing these challenges and providing skills developed and utilized from the implementation of our project frameworks.
- **Ashley Benton, 1st Year PhD Student, Molecular Microbiology and Immunology Program, University of Maryland School of Medicine:** Provided information on non-traditional paths to graduate school in the biomedical sciences.

Emergency Medical Services Job Fair

The Emergency Medical Services Job Fair held on Thursday, November 20, 2025, was a success for the program and the institution. The employers listed below attended the event and contributed to the robust student engagement- not just from the EMS Students, but students in general. Students in attendance were provided with direct access to employers through a planned and structured event with an opportunity to actively engage with potential employers and ask questions about the industry and future employment opportunities. The event further led to the program coordinator facilitating several MOUs for future clinical sites, as well as invitations from several employers to foster further educational opportunities with BCCC. All attendees expressed interest in returning for the Spring Semester Job Fair.

Employers

- DC Fire and EMS
- Maryland State Police
- Fairfax Co VA Fire/Rescue
- Baltimore County Fire Department
- Butler Medical Transport
- All American Transport

- Sussex County EMS
- Red Cross
- Montgomery County Fire and Rescue Services
- Baltimore City Fire Department
- ICare Transportation
- Harford Department of Emergency Services

WORKFORCE DEVELOPMENT & CONTINUING EDUCATION + REALIGNMENT TASK #2**Office of the Vice President for Workforce Development & Continuing Education****2025-2026 Priorities**

Priority One: Expand access to workforce training, Adult Basic Education Programs (ABE), English Language Instruction Programs (ELI), and Pathways in Technology Early College High School (P-TECH). Provide targeted remediation to improve pathway completion rates, increase certification and licensure attainment. Advocate and assist students with job placement opportunities that provide the current living wage.

Priority Two: Secure additional funding to expand access, support services and resources for students historically marginalized due to socioeconomic status. Creating equitable access to educational and workforce opportunities utilizing grants, Scholarships and contract training.

Priority Three: Enhance WDCE's visibility and impact by expanding and strengthening partnerships with Baltimore City Public Schools, Baltimore City Government, regional workforce boards, community organizations, and employers to better serve the community and align workforce training initiatives.

Priority Four: Revise the Facilities Master Plan to reflect the current state of the college, incorporating recent improvements and aligning future infrastructure investments with institutional goals, student needs, and community engagement.

Priority Five: Collaborate with the Baltimore City Police Department and surrounding jurisdictions to obtain/share crime data and trends, enhancing campus awareness and safety measures to protect the college community.

Area Highlights**Realignment Task #2**

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

Grants

WDCE continues to acquire funding sources to allow student free access to workforce development training programs. The charts below highlight the division's efforts with securing grants, scholarships, and contract training totaling \$8,370, 829. Our goal is to add additional contract training throughout the fiscal year.

STATE FUNDING	
Literacy Works (LW)	\$457,246.00
STATE TOTAL	\$457,246.00

FEDERAL FUNDING	
Adult Basic Education & English as a Second Language (ABE & ESL)	\$413,486.00 (increased by \$10k to provide additional funding for classes)
Adult Secondary Education (ASE)	\$38,002.00
Local Institutionalized (LI)	\$17,337.00
Integrated English Literacy & Civics Education (IELCE)	\$129,303.00
FEDERAL TOTAL	\$598,128.00
TOTAL AWARD	\$1,055,500.00

WDCE Contract Training FY2025 – FY2026

FUNDING SOURCE	
Baltimore City Public Schools – Summer Program	\$158,050.00
Elev8	\$328,540.00
University of MD Medical Center	\$217,800.00
Goodwill	\$140,000.00
Johns Hopkins Hospital / University	\$3,500.00
Thomas Shortman	\$42,000.00
Levindale	\$87,500.00
Green Street Academy	\$38,500.00
Depart. Of Juvenile Services	\$40,000.00
Vivien T. Thomas	\$61,250.00
MOED	\$76,000.00
Gore Bros.	\$2,950.00
TOTAL AWARD	\$1,195,590

WDCE – Grants & Other Funding FY2025 – FY2026

FUNDING SOURCE	
MD Department of Health (laptops for Community Health Workers)	\$10,059.00
MD Office of Refugees and Asylees (MORA) Afghan Grant (AS2SI)	\$431,944.00
MORA Refugee School Impact Grant	\$1,144,457.00
MORA English to Speakers of Other Languages (ESOL)	\$328,425.00
MORA Services to Older Refugees (SOR)	\$244,312.00
DHS Supplemental Nutrition Assistance Program (SNAP)	\$600,000.00
Department of Social Service (DSS) July 1, 2025- June 30, 2026	\$1,506,226.00
ARPA (Mayor's Office)	\$750,000.00

Maryland Community Colleges Promise Grant	\$936,100.00
Maryland Community Colleges Cyber Warrior	\$476,400.00
TOTAL AWARD	\$6,427,939.00

Adult Basic Education (ABE) & General Education Diploma (GED)

Statistical Indicators of Performance

- In November, ABE offered 4 GED classes enrolled 64 students.
- In FY26 (July- November), ABE offered 62 classes and completed 480 enrollments.
- In FY26 (July – Nov), a total of 20 students earned their GED/MD High School Diploma. This matches the 20 learners at the same time in FY25.
- In October and November, Digital Literacy gaps were addressed by offering Computer Skills [lab-based] Math, and RLA classes to expose GED learners to AI concepts, techniques, and prompts. Over 40 GED learners are enrolled in these classes.
- Between Jan 2020 and Dec 2025, a total of 32 learners need just one more GED subject exam to earn their Maryland High School Diploma. ABE has contacted them via calls and emails to register for GED Math and/or RLA Computer Labs and ‘Bootcamp’ classes.
- In December, ABE will begin recruiting GED learners for the Integrated Education and Training (IET) Program to earn a Workforce training certificate along with a GED/High School Diploma.
- IET Program participants are selected based on current attendance, Measurable Skills Gains (MSG), TABE pre-test scores (new students), and post-test scores (continuing students); preferably at a Level 5 or better in Math and Reading (RLA).
- ABE's current recruiting efforts include pretesting with the TABE placement assessment at Clay Pots, Affordable Homes & Communities, LifeBridge Health, Gilmore Homes, Brooklyn Homes, Our Daily Bread, and Pleasant View Homes.
- Additional Community-Based Organization (CBO) assessments and registrations are in process for Northwest Career Center (NWCC) and Eastside Career Center (ESCC) for classes in January 2026.
- The next in-person GED Student Orientation at the Harbor location is scheduled for Wednesday, January 7, 2026.

English as a Second Language (ESL)

Enrollment

Total Enrollment: 841

- ELI (English Language Instruction): 221
- CESL (Community English as a Second Language) & RAP (Refugee Assistance Program): 495
- Refugee Youth Project: 125

FY26 September Student Attainment

- Students post-tested: 43

Students advanced to next level: 20 (46.5% advancement)

All students have been re-registered for the new cycle beginning November 3, 2025. In the English

Language Instruction (ELI) program, 175 students (80%) passed their midterm exams, while 46 students (20%) were referred to ESL tutoring services. Currently, sixty-nine (69) students across all programs are receiving remediation support. Students who are repeating courses or at risk of repeating are referred to ELS Tutoring Services and provided access to digital learning tools such as Pearson's My English Lab. Since its launch in mid-October, the tutoring center has conducted over forty (40) in-person sessions at the Harbor Campus.

Workforce Development and Continuing Education

Non-credit programs drive student success and economic growth by equipping Baltimore residents with in-demand skills and clear career pathways. In November, a total of 350 students participated in Continuing Education for non-credit and externship courses, a 36% increase in enrollments from November 2024, in which 257 students were enrolled. This demonstrates sustained community interest in skill development aligned with workforce needs. Enrollment spans high-demand fields such as healthcare, transportation, information technology, and childcare, reflecting the diverse career pathways supported by the college.

Healthcare & Allied Health

Healthcare continues to be a cornerstone of our workforce offerings. Strong enrollments were recorded in Certified Nursing Aide - Medical Terminology (62 students) and Certified Nursing Aide Theory (9 students). Other healthcare-related courses with notable enrollment include Cardiopulmonary Resuscitation (CPR) (47 students), and Medicine Aide Update (10 students).

Transportation & Logistics

The Commercial Driver's License (CDL) -B Part 1 & 2 program enrolled 22 students, reflecting strong demand for commercial driving credentials. Additionally, Diesel Mechanic 1 (14 students), Forklift Certification (9 students), and OSHA 10 (21 students) supported logistics and supply chain readiness. These programs are vital to meeting regional labor market needs and are supported by partnerships with local employers and workforce agencies.

Information Technology & Cybersecurity

IT and networking programs continue to attract learners seeking industry-recognized certifications. November enrollments included A+ (19 students), Computer Networking Concepts (31 students), Networking+ Certification Prep (12 students), and Security+ Certification Prep (ten students). These courses provide stackable credentials and hands-on training that prepare students for immediate employment or further study in the tech sector.

Childcare & Community Services

The Child Care program enrolled 48 students, reinforcing our commitment to supporting early childhood education providers and addressing critical workforce shortages in this sector. Additionally, Construction Core (12 students) and DOC Employee In-Service (15 students) supported other community and workforce development needs.

Summary of November Enrollments

Continuing Education Non- Credit Courses	November Enrollments
A+	19
Commercial Driver's License (CDL) -B Part 1 & 2	22
Child Care	48
Certified Nursing Aide - Medical Terminology	62
Certified Nursing Aide Theory	9

Computer Networking Concepts	31
Cardiopulmonary Resuscitation (CPR)	47
Construction Core	12
Diesel Mechanic 1	14
DOC Employee In-Service	15
Forklift Certification	9
Networking+ Certification Prep	12
Medicine Aide Update	10
OSHA 10	21
Security+ Certification Prep	10
Total	350

Clinical externships further enhanced hands-on learning, with the following November enrollment:

Continuing Education Clinicals	November
CNA Clinicals	26
Medicine Aide Clinical	9
Total	35

A total of 35 students participated in these clinical externships, providing students with real-world experience in patient care environments.

Partnerships and Community Outreach

In alignment with our mission to cultivate meaningful partnerships that enhance educational and workforce opportunities for our students and community, the following initiatives demonstrate our ongoing commitment to collaboration and impact.

Mayor's Office of Employment Development (MOED)

During the month of November, BCCC received Amendment 1, of Baltimore City Board of Estimates approved Individual Training Account Agreement ("the Agreement") between the Mayor's Office of Employment Development and Baltimore City Community College ("BCCC"), under which BCCC would provide training specified on the Maryland Higher Education Commission (MHEC) list. This amendment was approved by the Board of Estimates in August. The amendment, which will provide funding for additional students engaged in occupational skills training under WIOA Title I, states:

“The purpose of this Ratification is to increase the amount of funding by \$76,000.00 and extend the date. Upon approval of the Board of Estimates, this Amendment shall retroactively commence as of July 1, 2025, and terminate on August 31, 2026, unless it is terminated earlier in accordance with the Agreement (the "Term"). This Agreement shall not exceed Two Hundred Nineteen Thousand Eight Hundred and Ten Dollars (\$219,810.00).”

Baltimore City Schools - Vivien T. Thomas Medical Arts Academy

The college has renewed its partnership with Baltimore City Public Schools for a second consecutive year. This collaboration provides high school seniors at the Vivien T. Thomas Medical Arts Academy with Certified Nursing Assistant (CNA) training, equipping them with industry-recognized credentials and a direct pathway into the healthcare workforce upon graduation. By integrating career-focused training into high school experience, BCCC is helping to build a sustainable talent pipeline that meets regional

healthcare demands while empowering students with early access to employment opportunities. This initiative reflects BCCC's commitment to preparing Baltimore's youth for meaningful careers and advancing economic mobility through education.

In November 2025, BCCC Workforce Development recorded a total of 368 inquiries, reflecting strong engagement and alignment with the college's strategic realignment goal to prioritize workforce development and job placement in Baltimore City.

Students Inquiry Forms, CRM Recruit	
Community Health Worker	13
Certified Medical Assistant	11
Certified Medical Assistant Update	1
Certified Nursing Assistant/Geriatric Nursing Assistant	49
Emergency Medical Technician	33
Multi Skilled Medical Technician	7
Patient Care Technician	8
Pharmacy Calculations	23
Venipuncture/Phlebotomy	21
101Automotive/Deisel	6
Commercial Driver's License CDL-B)	23
Childcare	13
Construction	7
Warehousing/Logistics	5
Undecided	5
Customer Service Cyber Security	
Microsoft	62
Online Info Sessions	81
Emails Inquiries Workforce Team	59
SNAP/DSS Referrals	3
MOED Outreach/Unite Us Referrals	0
Total Inquiries	368

Key Highlights from Customer Relations Management System (CRM) – November

Healthcare Training Leads Interest

Healthcare-related certifications accounted for most inquiries, reflecting strong demand for entry-level and upskilling programs:

- 49 – Certified Nursing Assistant/Geriatric Nursing Assistant
- 33 – Emergency Medical Technician
- 23 – Pharmacy Calculations
- 21 – Venipuncture/Phlebotomy
- Additional interest in Community Health Worker (13), Certified Medical Assistant (11), and related roles.

Transportation & Skilled Trades

Interest in transportation and trades programs remains steady:

- 23 – Commercial Driver's License (CDL-B)
- 13 – Childcare
- 7 – Construction
- Automotive/Diesel (6) and Warehousing/Logistics (5) were also noted.

Technology & Customer Service

Technology and service programs show emerging interest:

- 62 – Customer Service & Cybersecurity combined (Microsoft inquiries included in this category).

Outreach Engagement

Virtual Outreach Engagement

- 81 attendees participated in online information sessions, demonstrating strong digital engagement.
- 59 email inquiries were handled by the Workforce team.

Partnership & Pipeline Development

- SNAP/DSS referrals: 3
- MOED/Unite Us referrals: 0

WDCE will work to identify opportunities to strengthen external partnerships for future pipeline growth.

Strategic Insights

- Healthcare remains the dominant sector, aligning with high-demand workforce needs.
- Transportation and skilled trades continue to attract interest, supporting diversified career pathways.
- Digital engagement is strong, validating investment in virtual and hybrid formats.
- Partnership outreach needs reinforcement, particularly with MOED and Unite Us, to expand referral pipelines.

Program - Year to Date 7/1/2025 through 11/30/2025

Healthcare

Course	Enrolled	Completers	License / Certificate
CNA/GNA	154	108	68
Pharmacy Technician	53	25	5
Venipuncture/Phlebotomy	101	47	9
Community Health Worker (CHW)	18	5	21
Patient Care Tech	13	10	10
Emergency Management Tech (EMT)	25	23 (P-EMT2)	0

Cyber Security and Information Technology

Course	Enrolled	Completers	License / Certificate
A+	127	41	14
Computer Networking Concepts	189	70	18

Network +	52	29	29
Security +	43	15	13
Microsoft Core	7	6	6

Transportation, Logistics and Childcare

Course	Enrolled	Completers	License / Certificate
Commercial Driver's License (CDL) Class B	114	51	43
Warehouse & Logistics	11	5	12
Diesel Mechanics	32	8	4
Childcare (combined)	201	104	104
Construction Core	34	15	15

Workforce Development Career Services

In Fall 2025, WDCE launched its asynchronous Job Readiness course, offering students flexible access to training in workplace communication, professionalism, résumé and cover letter writing, job search strategies, and mock interviews. To support students who prefer in-person learning, the course is supplemented with on-site assistance at Liberty Campus throughout the week.

WDCE has strengthened its partnerships with city agencies, employers, and community organizations, participating in key outreach events to promote BCCC's educational pathways, stackable credentials, and career opportunities which included:

- MOED Safe Streets Penn North Hiring/Resource Fair
- University of Maryland – Midtown Hiring Event
- Catholic Charities Annual Resource Fair
- Northrop & Grumman – Discover Northrop & Grumman Community College and Trade School Virtual Information Sessions
- Academy for College and Career Exploration (A.C.C.E.) BCCC showcase of Workforce programs

Below is the average hourly rate for our students from the beginning of the calendar year. We have placed 399 students with an average hourly rate of \$21.19.

Quarter	# of Students	Average Hourly Rate
FY2025 Q3	169	\$21.75
FY2025 Q4	136	\$20.75
FY2026 Q1	36	\$22.09
FY2026 Q2*	58	\$20.18
Calendar Year Subtotal	399	\$21.19

*October and November only

Looking ahead, WDCE is advocating for living-wage employment by engaging employers committed to supporting equitable entry-level salaries. A collegewide Career and Resource Fair will be hosted this fall to connect students with meaningful opportunities.

Pathway	Position	Hourly Rate
Childcare	Activity Lead	\$16.00
Pharmacy Technician	Pharmacy Technician	\$21.85
Phlebotomy	Youth care professional	\$19.50
Phlebotomy	CDL Driver	\$26.00
Phlebotomy	Newborn Photographer	\$16.50
Phlebotomy	Call Center representative	\$21.00
Phlebotomy	Phlebotomist	\$23.00
CHW	Caregiver	\$20.00
Phlebotomy	Concierge	\$16.00
CHW	Teacher	\$32.00
Phlebotomy	Phlebotomist	\$21.00
CNA	Sr. Proposal Developer	\$44.23
CNA	House Manager	\$15.00
Pharmacy Technician	Phlebotomist	\$19.00
CNA	Resource Aide	\$17.00
CNA	Caregiver	\$17.00
CNA	Office Assistant	\$15.00
CNA	Caregiver	\$15.00
CNA	Community Health Worker	\$27.00
CNA	Companion	\$21.75
CNA	Fire Dispatcher	\$24.00
Phlebotomy	Dispatcher	\$20.00
Childcare	Medical Assistant	\$22.00
CNA	Environmental Care Associate	\$18.75
CNA	Companion	\$25.00
CNA	Sales Associate	\$15.00
CNA	CNA	\$13.00
Phlebotomy	Clinical customer service representative	\$18.00
Pharmacy Technician	Dining Services	\$13.00
Administrative Support	CHW	\$20.00
CHW	CHW	\$38.00
PCT	PCA	\$18.00
CNA	Floor Supervisor	\$22.00
Monthly Average		\$20.93

Facilities

Projects Recently Completed:

Life Sciences Readiness Project

Following the fire that damaged the Life Sciences building, extensive repairs were completed on all floors. The work included the demolition and replacement of water-damaged walls, replacement of approximately 90% of ceiling tiles throughout the building, painting of floors 2, 3, and 4, installation of new carpet in 23 offices, replacement of damaged light fixtures, repair of bathroom and classroom doors, general floor waxing, and comprehensive cleaning. The building is now fully restored and ready to welcome students, faculty, and staff.

Life Sciences & Fine Arts HVAC Upgrades Project

The contractor, Chilmar, is awaiting the insurance company's final decision to conduct a damage assessment and restart reconstruction work on boiler #2 and the rest of the equipment damaged by the fire. Maryland Cleaning & Abatement (MCA), under the supervision of the Maryland Department of General Services (DGS), completed the cleaning and disinfection work on all four floors of the building. DGS and BCCC worked together to get the existing cooling and heating systems operational, in order to ensure air conditioning in the building. This included replacing the air filters and some parts of the system.

Main Building Restrooms Renovation (14 Units)

The project to demolish and completely renovate the fourteen (14) public restrooms located in the administrative and student services wing of the main building is underway. Currently two bathrooms on the ground floor of the administrative wing and two bathrooms on the first floor of the student services wing have been completed, with the bathrooms on the ground floor of Student Services being 98% finished. Therefore, the renovation of six of the fourteen restrooms in the Main Building has been completed. The project is scheduled to be completed in March 2026.

West Pavilion Exterior Windows & Storefront Replacement

This project covers the removal and replacement of the existing windows and storefront system at West Pavilion. The goal is to improve the building's appearance, energy efficiency, weather protection, structural performance, aesthetics, and compliance with current building and safety codes.

DGS awarded the contract to Johnson-Laux Construction through the JOC program. The contractor began the window manufacturing phase, which will last approximately 10 weeks. The contract will have a duration of approximately 160 days.

West & South Pavilions Restrooms Renovation

This project includes the renovation of existing public restrooms located in the West and South Pavilions. The purpose of the renovation is to update outdated fixtures and finishes, improve accessibility and sanitation, enhance energy, and water efficiency, and ensure compliance with current building and ADA standards. BCCC approved 100% of the designs submitted by the architectural firm Noelker and Hull Associates, which are being sent to the contractor, TMG Construction, chosen through the JOC program. BCCC's purchasing department issued the corresponding purchase order, and TMG Construction submitted the project estimate, which is currently under review. The contract is expected to last approximately 180 days.

Projects in Design Stage:**Dental Hygiene Clinic Renovation – Life Sciences Building**

Colimore Architects has submitted 100% complete design and construction documents (CD). The project's bidding package has been submitted to the Procurement Department for bidding. A competitive bidding process will be launched once the BCCC identifies funding sources for the project. Colimore Architects will send a panel of finishes with a minimum of (3) options to be selected by the president.

Physical Education Roof Replacement

This project covers the removal and replacement of the existing 60-year-old roof system at the Physical Education Center. The purpose is to correct leaks, improve insulation and drainage, extend the roof's service life, and ensure compliance with current building and energy codes. Noelker and Hull Associates have submitted the ACM studies commissioned to Geo-Technology and will continue preparing the design documents for the new roof, which will take 90 days.

Life Sciences Building 1st, 2nd, 3rd, AND 4th Floor Restroom Renovation

This project involves complete renovation of the existing public restrooms located at the Life Sciences Building. The goal is to modernize the facilities, improve sanitation and accessibility, upgrade plumbing, and electrical systems, and ensure compliance with current building and ADA standards. Noelker and Hull Associates have sent 95% of the designs to BCCC for review and comment. Noelker and Hull Associates have sent the finishes board, providing project materials, to BCCC for review and selection. BCCC requested the architect to add renovations to the 3rd and 4th floor bathrooms to the project as Change Order No. 1.

South Pavilion Exterior Windows Replacement

This project covers the removal and replacement of the existing windows and storefront system at West Pavilion. The goal is to improve the building's appearance, energy efficiency, weather protection, structural performance, aesthetics, and compliance with current building and safety codes. Morris and Ritchie Associates have submitted the 100% drawings to DGS-PM and are currently working on the set for the bidding process.

Fine Arts Curtainwall Replacement

This project covers the removal and replacement of the existing curtain wall system at Fine Arts Wing. The goal is to improve the building's appearance, energy efficiency, weather protection, structural performance, aesthetics, and compliance with current building and safety codes. This project also includes redesigning the interior to house the IT offices, as well as replacing the roof which dates back to 1965. The architect has submitted 50% of the completed designs for approval by DGS-BCCC and is continuing with the delivery of 100% of the design.

Learning Commons Renovation And Addition Project (New Library)

BCCC received funding to design, build, and equip the Bard Library, which will be renovated and expanded, creating a new Common Learning Center for the campus. This request stems from the university's need to renovate and expand the 57-year-old facility, which has exceeded its useful life and no longer meets the needs of current students. The project is currently in the design development phase. This is the first project of the Facilities Master Plan that will drive the transformation of the Liberty Campus. The design development phase is scheduled to be submitted on January 5, 2026.

Wellness Center Project

Baltimore City Community College (BCCC) plans to remove the existing temporary Facilities Building and to construct a new 137,000 gross square foot (GSF) 95,000 net assignable square foot (NASF) Wellness Center on its main Liberty Heights Campus. When finished, the new state-of-the-art Wellness Center will provide highly flexible specialized environments for welcoming and orienting its users, for the College's wellness and fitness programs and activities, for related instructional facilities, and for its various building support functions. The College envisions these future facilities as required to create a greater sense of community on campus, to provide non-academic relief for its commuting students, and to provide much needed wellness activities and services to faculty, staff, and the surrounding community. This vision and approach are consistent with and reinforce the BCCC core value of "excellence" as they encourage community engagement, communication, and collaboration within and beyond the College. Part I and II Programming - Current Status: Part I review program spaces as it relates to the building's footprint. A meeting between BCCC and A&E to be conducted to verify spaces associated with the Wellness Center.

New Facilities Building Project

BCCC has requested the construction of a new Facilities building to support the institution's operations and maintenance. The project includes the demolition of the current building, an older, prefabricated structure that has exceeded its lifespan. The new, modern, and functional building will feature additional offices and workspaces for investment planning and maintenance operations, as well as workshops for maintenance, environmental services, the vehicle fleet, and logistics. The institution is working with DGS to finalize the program document. The final review of the program is expected to be ready by November 18, 2025. The program will be submitted to the DBM on December 3, 2025.

Nursing Building Project

The BCCC nursing building, a 46-year-old facility which is beyond its useful life and no longer serves the needs of the students today, needs renovation. Creating modern nursing simulation lab space will prepare our students for the ever-growing healthcare field in this region. The Nursing Renovation and Addition Part 1-2 program document has been revised for the 4th time to address DBM/DGS questions received over the last 4 years since the program was originally submitted to DBM for approval. BCCC made minor changes, focusing on clarifying the use of the moat to ensure that it is understood to be available and desirable for expansion; it just isn't suitable for filling in with backfill as site work. We scaled back the discussion on coordinating with the Learning Commons stormwater mitigation since that will precede the project. This is the second project in the Facilities Master Plan to transform the Liberty Campus.

North Pavilion Demolition Project

The College proceeded with studies and planning to demolish the North Pavilion to eliminate the safety risk it poses and expand student parking space. The building does not meet federal, state, or local safety standards, has a history of vandalism, mold, and deterioration, and requires demolition. DGS PM has reviewed and approved the Part 2 program. However, DGS PM is awaiting DBM's completion of its review of the Part 1 program before engaging an architect. The design phase is planned for fiscal year 2026.

Emergency Generator Upgrade Project

This project involves the removal and replacement of existing old emergency generators at the Main Building, Life Sciences building, and West Pavilion. The purpose of the work is to ensure reliable backup power for essential building systems, improve performance, meet current electrical and environmental standards, and extend the facility's emergency power capacity. This project also includes the installation of a new emergency generator system in all other BCCC buildings, such as the Nursing Building, the Physical Education Building, and the South Pavilion, to provide reliable backup power to essential

building systems during power outages. The generator will support security systems, emergency lighting, fire alarms, elevators, communication systems, and other critical loads, as required by regulations. BCCC has hired Southland Industries, which is carrying out the necessary studies and analyses before preparing a proposal for each building.

Wayfinding Signage Project

This project involves design, fabrication, and installation of new wayfinding signage throughout the BCCC campus. The purpose is to improve campus navigation, provide clear and consistent directional information, enhance the visitor experience, and strengthen campus identity through cohesive signage design. BCCC is conducting a comprehensive study of all campus areas, including main entrances, parking lots, building access points, pedestrian walkways, and vehicle routes. The study will identify key locations where signage is needed, review existing signage to determine whether it needs to be removed, replaced, or integrated, and coordinate with campus facilities and communications departments to define message standards, naming conventions, and priorities.

Main Building Replace Two Heating Boilers Project

This project involves the removal and replacement of the old heating boilers in the main building. The aim is to provide a reliable and energy-efficient heating system that meets current safety and performance standards, improves occupant comfort, and reduces maintenance and fuel costs. BCCC has hired Southland Industries, which is carrying out the necessary studies and analyses before preparing a proposal.

BCCC Campus Electrical Grid Update Project

This project involves the upgrade and modernization of the existing electrical distribution system across the BCCC Campus. The purpose is to improve electrical reliability, safety, and capacity to meet current and future campus power demands. The upgrade will replace aging infrastructure, improve energy efficiency, and ensure compliance with modern electrical codes and standards. BCCC has hired Southland Industries, which is carrying out the necessary studies and analyses before preparing a proposal. The scope of work includes conducting a detailed survey of the existing electrical distribution system (including main switchgear, transformers, feeders, panels, and underground conduits), identifying outdated, undersized, or deteriorated equipment and cables, coordinating with campus facilities staff to develop a phasing plan that minimizes disruption to operations, and preparing updated electrical layout drawings and load calculations as needed. The project plan will achieve the following goals:

Demolition and Removal

- De-energize and safely disconnect existing electrical equipment designated for replacement.
- Remove obsolete switchgear, panels, conduits, cables, and related accessories.
- Properly dispose of old electrical components and materials per environmental regulations (e.g., PCB disposal for older transformers, if applicable).

Installation of New Electrical Infrastructure

- Furnish and install new main electrical service equipment, including switchgear, distribution panels, breakers, and transformers as specified.
- Replace or upgrade underground and overhead feeders, conduits, and wiring to meet current load requirements and code standards.
- Install new subpanels in academic buildings, and common areas as required.
- Reconnect existing electrical loads to the new system safely and efficiently.
- Provide proper grounding and bonding throughout the upgraded system.

Power Distribution and Controls

- Integrate the upgraded grid with emergency power systems (e.g., generators, UPS units) and campus automation systems.

STUDENT AFFAIRS + REALIGNMENT TASK #5

Office of the Vice President for Student Affairs

Recruitment & Admissions

The Office of Recruitment and Admission is continuing its efforts to strengthen operational excellence by expanding its comprehensive review of standard operating procedures (SOPs). This ongoing work ensures greater consistency, clarity, and alignment with institutional goals. By further norming the implementation of existing processes, the department is deepening its focus on high-quality service delivery and creating an even more seamless experience for students from inquiry through enrollment. In addition, the office is enhancing its physical space with updated brochures and resources from multiple college departments, reinforcing the team’s ability to provide accurate information, streamline triage, and promptly connect students with the support they need. These continued improvements reflect the office’s commitment to elevating student engagement and operational efficiency.

In November, the Office of Admissions and Recruitment actively engaged prospective students through 7 recruitment events (see table below). These outreach efforts included a range of activities designed to showcase BCCC’s academic programs and student opportunities that include senior meetings, application sessions, college fairs, information sessions, and campus tours. Collectively, these events strengthened the College’s presence in the community and expanded awareness of the pathways available at BCCC.

Date of Event	Organization/School	Event Type
11/4/2025	Green Street Academy	Senior Meeting
11/4/2025	Viven T. Thomas High School	Application Session
11/6/2025	Carver High School	Campus Tour
11/12/205	Baltimore City Community College	College Fair
11/13/2025	Mergenthaler High School	Information Session
11/19/2025	Reginald F. Lewis High School	First Annual 2-Year College Fair
11/21/2025	Reginald F. Lewis High School	Information Session

Admission Operations

	Number of Visits
November	466

Visits by Day of the Week: November 1 – November 30, 2025

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total Visits
Admissions	99	115	100	91	57	4	466
Visits							

The peak visiting days are Tuesdays and Wednesdays.

Early College Access & Programs

Early College Access & Programs is advancing its mission by expanding collaboration with Baltimore City Public Schools. These efforts are directly aligned with the Blueprint for Maryland's Future, which calls for expanded and equitable access to early college experiences. In partnership with City Schools, the program is working to clearly articulate degree pathways that maximize dual credit earnings and increase the number of students who graduate from high school with an associate degree and/or industry certification. The program is also working to build an infrastructure that will sustain increased student enrollment and success.

Operational Highlights

- Facilitated a Dual Enrollment presentation to BCPSS high school counselors on November 7, 2025.
- Scheduled to add two new dual enrollment partners for Spring 2026.
- Launching Developmental Course pilot for Coppin Academy and Baltimore School of the Arts
- Finalize dual enrollment handbook with Standard Operating Procedures (SOP's by) 12/21/25
- Design and host dual enrollment on-board meetings for partners and adjunct professors.
- Design professional development experience for school teams (principal, counselor/post-secondary advisor, scheduler, dual enrolment point-of-contact) for 9th BCPSS Postsecondary Advisors on January 9th, 2025

International Student Services

International Student Services (ISS) manages the full lifecycle of international students—from admissions through graduation and beyond, including Optional Practical Training (OPT) and SEVIS transfer-out processes. The office provides comprehensive support and ensures institutional compliance with federal regulations governing non-immigrant students, while fostering academic success, personal well-being, and intercultural engagement. By integrating international admissions, immigration compliance, and student development, ISS supports the recruitment, enrollment, and overall success of BCCC's international student population.

Operational Highlights***a. Decrease in Application Rate***

- Applications in November from self-identified F-1 visa students = 67 compared to 176 received in November 2024.

b. International Student Services & Retention Efforts

- Federal Compliance: Continued to prepare for the Department of Homeland Security (DHS)/Student & Exchange Visitor Program (SEVP) to semiannual recertification process due 03/26/2026.
- Meeting with Bursar: Met with new Bursar to discuss improvements in communication with F-1 visa students about billing process.
- International Students Club (ISC):
 - Held two weekly meetings of the club (attendance: 12, 18)
 - Produced four days of campus-wide programming for the annual International Education Week in collaboration with Admissions/ISS, Office of Student Life & Engagement, and several other offices: Americas Day (75 attendees), Asia Day (82 attendees), Africa Day (75 attendees), International Student panel (36 attendees)
- LatinX Uni2 Club:
 - Held two interest and planning meetings to support revival of the LatinX Uni2 group, which was active 2017-2022. Two of the founding student members attended one meeting to lend ideas and support. One currently serves in a leadership role at CASA Maryland.

c. U.S. Department of State's Bureau of Educational and Cultural Affairs, Office of English Language Programs under the English Access Scholarship Program 11/13/25

- ISS Staff made presentations to ESL educators from twelve countries, during the group's tour of the USA.

Next Steps

- Internal Controls: Continued improvements in automation of application processing and communication with prospective and admitted students. Improvements in data integrity with new F-1 enrollment reporting tools in Argos. Consultations with ITS to perfect these reports will continue in December.
- Federal Compliance: Preparing for meeting of stakeholders in December to prepare all items required by the semiannual recertification, due in March 2026.
- Campus Programming: International Education Week, November 17-20, in collaboration with ISC, Student Life, and other campus partners (full description above under ISC).

Mayor's Scholars Program (MSP)

Summer Bridge Program Planning

The Mayor's Scholars Program continues to meet with campus stakeholders bi-weekly to discuss summer bridge data from enrollment, orientation, and course schedules in preparation for the 2025-2026 Mayor's Scholars Summer Bridge program and the upcoming JCR Report. Collaborated with the IT department to develop a comprehensive report that can be utilized for this year and subsequent years' reports. Initial JCR report items including the narrative and tables were submitted for review and feedback.

Continued Outreach

MSP continues to send weekly communications to MSP students that have not yet completed the 2025-2026 FAFSA Application with a reminder to complete both the 2025-2026 & 2026-2027 FAFSA Applications.

In addition, MSP has been connecting with Baltimore City Public school college counselors and current high school juniors and seniors to provide information about the Mayor's Scholars Program and attending Baltimore City Community College. MSP has also been assisting Baltimore City Public School students with applying for the Mayor's Scholars program.

Panther Talks

MSP hosted a monthly Panther Talks session in partnership with Career Services focused on Connecting Majors to Careers. The department is in the process of creating Panther Talks for the spring semester.

Standard Operating Procedures

MSP is in the process of completing Standard Operating Procedures (SOPs) for the work performed in the MSP department.

Next Steps:

- Continued review of communication plans for Banner and CRM for the MSP department.
- Increase programmatic efficiency through internal process review.
- Launch a rebranding plan to "reintroduce" MSP as a cohort, wrap around service program.
- Relaunching the Granville T. Woods program.

Veteran Services

Baltimore City Community College Veterans Services is dedicated to expanding and strengthening support for our veteran students to enhance their academic success and overall college experience. Our goal is to provide a comprehensive range of services tailored to meet the unique needs of veterans, both academically and socially, while fostering a supportive environment that encourages personal growth and community engagement.

Operational Highlights

During Veterans Week 2025, our community came together to honor and celebrate those who have served through a series of meaningful and engaging events. The week began with an opening Veterans Day Celebration and a vibrant Veterans Day Parade that highlighted the bravery and sacrifice of service members across generations. A Military Mental Wellness Day provided critical resources and conversations centered on well-being, while the Veteran Excellence Panel showcased stories of leadership, resilience, and achievement. The week concluded with participants contributing to the Lounge Patch Wall Adopt initiative, creating a lasting tribute to our veterans. During the first week in December, a Veterans Recognition Basketball Game was held, where attendees received gifts and learned about available veteran services, reinforcing our commitment to support and uplift our veteran community year-round.

Next Steps

- Launch a Rebranding Effort: Develop and launch BCCC Veterans "did you know" series to ensure a clear understanding of Veteran Services.
- Strengthen Student Relationships: Improve students' relationship with the department and other veterans by establishing a veteran-specific semester events calendar.

Records & Registration

In November, the department planned operationally for the end of the Fall semester and the start of the Spring 2026 semester. A new Office Specialist was hired to support the daily administrative needs of the department.

Operational Highlights

- The department participated in Degree Works training sessions for students that allowed them to view the courses they need and plan for the upcoming registration period.
- Academic Affairs shared the Spring 2026 course offerings list to ensure courses were inputted into the system by November 10, 2025.

Fall 2025 Registration

The Fall 2025 enrollment ended at 4040 enrolled students. A total of 172 students withdrew from all classes, and 779 were reported as having never attended any classes.

Spring 2026 Registration

- Spring registration opened on November 10, 2025, with priority registration for Veteran (VA) Affiliated students.
 - Thirteen of the forty VA students registered during priority registration.
- On November 12, Spring Registration opened, and 555 students successfully registered online.
- Currently, a total of 1993 students are registered for the Spring 2026 semester.
 - This marks a 10% increase from the Spring 2025 semester, where 1812 students were registered.

Ellucian Advisory Services

To further support operational improvements, ongoing training with Ellucian Advisory is essential. As a result of this training, the department reduced processing times by 20% for student registration updates and a 15% decrease in manual entry errors.

Trio Student Support Services Program

In November 2025, the TRIO Student Support Services (SSS) Program at Baltimore City Community College continued advancing student success through holistic, high-impact engagement. Staff prioritized targeted outreach to active participants, onboarded new students, and supported individualized academic, personal, and career development plans designed to foster persistence and achievement.

Advising And Student Support

Staff conducted 33 advising sessions, addressing key areas of support:

- ***Academic Advising & Coaching*** – Goal setting, course registration, and academic planning.
- ***Financial Aid Support*** – Guidance on federal, state, and private scholarship opportunities.
- ***Financial Literacy*** – Building foundational money management and budgeting skills.
- ***Transfer Planning*** – Assistance with researching and applying to four-year institutions.
- ***Career Exploration*** – Assessing interests, identifying pathways, and preparing for internships and employment.
- ***Monthly Check-Ins*** – Reviewing degree audits, financial aid status, tutoring needs, and technology access while connecting students to campus and community resources.

Programming

Facts About Your Financial Aid Award (11/13/25) - Presented by a representative from the Financial Aid Office, this workshop helped students understand how to read and interpret their financial aid packages. Topics included verification, maintaining satisfactory academic progress (SAP), federal and state aid updates, and strategies to maximize aid eligibility. Students also learned about navigating award adjustments and avoiding common pitfalls that can delay disbursements.

Degree Works Overview (11/12/25)- SSS staff introduced participants to BCCC’s Degree Works platform, providing a live demonstration of degree audits, graduation progress tracking, and the “What-If” feature for exploring major changes. This workshop empowered students to make informed academic decisions and strengthen their understanding of program requirements.

SSS-Supported Event: Dining with Panthers – Community Dinner & Resource Fair (11/20/25) TRIO SSS partnered with Student Affairs to support Dining with Panthers, an evening designed to build community, increase access to essential resources, and strengthen family engagement. Students, families, faculty, staff, and local partners gathered for a communal meal while connecting with campus and community organizations offering housing assistance, food resources, wellness support, and academic services. TRIO SSS staff engaged with attendees, shared program information, and encouraged eligible students to apply.

Recruitment And Outreach

The program welcomed seven new participants, with eleven applications currently under review. Recruitment efforts included:

- Consistent Canvas announcements targeted to first-generation and Pell-eligible students
- Email outreach campaigns to encourage eligible applicants
- Faculty referrals from developmental education, English, and social sciences
- Recruitment at Fall Fest, the Transfer Fair, and other Student Affairs events

Collaboration with campus partners remains strong, ensuring early identification of eligible students and a seamless onboarding experience.

Professional Development

Blumen Training (11/13/25) Staff continued Blumen Web training to strengthen data management, reporting accuracy, and federal compliance. Training focused on participant record maintenance, appointment tracking, service documentation, and APR data integrity. Completion of this training ensures improved workflow efficiency and supports the preparation of accurate, timely federal reporting for the U.S. Department of Education.

Trio Upward Bound Math & Science (Ubms) Program

Number Funded to Serve: Objective in Progress

- Target Enrollment: 62
- Actual Enrollment: 56 students (90.3% capacity)

Outreach and Recruitment

During November, UBMS focused on recruitment for the upcoming 2025–26 school year. Outreach efforts were conducted across all four target high schools with weekly follow- up calls:

Target School	Date	Student interest #	Student Recruits
Academy of College & Career Exploration (ACCE)	Nov 20, 2025	11	1
Digital Harbor High School	Nov. 12, 2025	5	1

National Academy Foundation (NAF)	Nov. 14, 2025 Nov. 17, 2025	6	1
Edmondson-Westside High School	Nov. 13, 2025	7	1

Recruitment activities emphasized UBMS program opportunities, college readiness resources, and STEM engagement initiatives.

College Readiness Sessions

Service	School	# Participants	Date
Resume Building Workshop	ACCE	15	Nov. 20, 2025
Scholarship search workshop	Edmondson	7	Nov. 10, 2025
BCCC College Resource session	NAF	12	Nov. 17, 2025
Financial Literacy Workshop	Digital Harbor	6	Nov. 15, 2025

Program Highlights

- In November, TRIO UBMS participated in the **2025 Xfinity STEAM Symposium**, held November 6–9 in Orlando, Florida. Sponsored by **Xfinity** and the **Council for Opportunity in Education (COE)**. The program invited **10 students and 2 chaperones**. The symposium directly supports the mission and goals of UBMS by providing students with meaningful, real-world experiences alongside STEAM professionals and COE advocates at Universal Orlando, while connecting with fellow TRIO students from across the country.
- UBMS students continue to work on the “**Building a Better Baltimore**” initiative which involve project -based learning activities through STEAM research and development to re-imagine the Penn-North neighborhood sing ideas related to creating more green space, urban farming and healthy food markets to address food deserts, re-imagine schools, homes, resources and community spaces that support residents to improve every aspect of their life.
- Temple X collaborated with our students on research and sustainability projects involving a rooftop water filtration system. Students also participated in a nature walk to identify trees and explore their history and completed additional sanding of wood blocks for the toy factory project begun this summer.

BCCC College -Wide Engagement

BCCC STEM Symposium, November 20, 2025

This event featured a transformational, inspiring guest speaker who journeyed from incarceration to becoming a doctor. The concurrent workshops focused on:

- DNA model-building kits and activities
- Laboratory demonstrations measuring lung capacity and volume
- Computer-aided drafting and design (CADD) demonstrations

Professional Development

- **2025 Xfinity STEAM Symposium, Nov. 6-9, 2025, Orlando, Florida**
The 2025 Xfinity STEAM Symposium featured an industry panel with leaders from Xfinity, Universal Studios, and several tech CEOs who discussed emerging media technologies in the U.S. Students learned how films, digital content, and amusement rides evolve from initial concepts to full production. The event offered valuable insight into creative and technical STEAM career pathways while highlighting innovation across the media and entertainment industries.

- **2025 MECEO Conference, Nov. 6-8, 2025, Salisbury Maryland**

The conference offered valuable professional development on strengthening TRIO services, including sessions on college navigation, recruitment strategies, technology use, and policy updates from COE. Keynotes from Dr. Daphne Snowden Wils and Dr. Charlene Dukes, along with staff and student panels, provided practical insights and inspiring perspectives on supporting first-generation students. Overall, the conference enhanced my knowledge, expanded networking opportunities, and provided tools to improve our program's impact.

Administrative Updates

- Review of Annual Performance Report (APR) data in preparation for submission in late February.
- Continued coordination with institutional partners to align academic and administrative support for the 2025-26 grant year.

STUDENT SUCCESS CENTER

Advising Sessions:

- Most visits were on Tuesdays and Wednesdays.
- More students arrived between 10 am and 1 pm.
- Most students presented for assistance with Academic Planning, Career Advising and “Other” services.
- As compared to November 2024, the number of visits was slightly higher. This may be due to the start of Spring registration and financial holds placed on accounts.

Advising Sessions Raw Data:

Month	November 2024
Advising	962

Month	November 2025
Advising	1029

November: Week Of	Count	Average Wait Times	Average Session Times
11/1/2025	5	2	49
11/3/25 - 11/7/25	148	12	32
11/10/25 - 11/15/25*	407	36	22
11/17/25 - 11/21/25	331	30	25
11/24/25 - 11/26/25	138	26	26
Total/Average	1029	21.2	30.8

**Spring registration began*

Service Type	Total Services November
Academic Planning	634
Academic Standing (Warning and Probation)	20
Career Advising	87
Completion/Graduation	12
Other	116
Panther Success	1
Satisfactory Academic Progress (SAP)/Financial Aid	29
Transfer Advising	33
Withdrawal/Drop Class	7
Group Advising	4
No Response	138
Total of Departmental Services	1081**

***Students can present for more than one service at a time, so this total is different from the total number of students served.*

Operations Highlights:

- **Student Programming:** The Student Success Center (SSC) completed the *Ready? Set. Graduate!* webinar series on December 2, 2025. Nine students attended the “Ready?: Graduation Requirements” webinar. Twelve students attended “Set.: Life After BCCC” webinar. Four students attended the “Graduate! You’re Almost There” webinar. We are in the process of planning to repeat the webinars in the spring with some tweaks based upon the outcomes for Fall.
- **Panther Success Recruitment:** The Student Success Center is still in the midst of a recruitment campaign for Panther Success program participants. In November, 40 students were eligible and admitted; three students completed the orientation and were admitted.

Operations Next Steps:

- **Hiring:** SSC is in the interview process for an Academic Advisor to complete the team.
- **Group Advising Sessions:** The SSC has scheduled group advising sessions, including 37 Advising 100 sessions, for new and continuing students in preparation for Spring semester. These sessions will help students navigate the portal, understand BCCC terminology, and use self-service features.
- **SSC and Academic Affairs Collaboration:** SSC is in the early stages of collaborating with Program Coordinators in Academic Affairs to offer career webinars to students. Specifically, we are planning to offer career webinars in the following fields: Technology, Engineering, Education, and Psychology. These webinars are designed to help students understand available career options and how to prepare them academically. These webinars will align with four-year institution tabling sessions that will target the same majors.
- **Panther Success Recruitment:** To continue to grow the Panther Success program, SSC will re-review applicants who were previously ineligible due to not meeting the minimum credit

requirement. The review will begin once Fall grades have been posted, and newly eligible applicants will be admitted.

Testing Center

Summary of Testing Appointments

The Baltimore City Community College (BCCC) Liberty Campus Testing Center administered 268 exams for BCCC students and community members. The data table below provides a breakdown of the testing appointments that occurred in November 2025.

Exam Name	Exams Administered	Revenue
Accuplacer	121	
Accuplacer ESL	6	
Accuplacer MSP	0	
Accuplacer MSP ESL	0	
Accuplacer ATB	0	
Accuplacer HS Testing	9	
Accuplacer Retest	7	
BCCC Course Exams	41	
Biology Exemption	11	
Biology Exemption Retest	2	
CLEP	4	\$101.85
Computer Literacy	7	
Computer Literacy Retest	0	
External Accuplacer	0	
External Course Exams	5	\$203.70
GED	16	\$168.75
PearsonVue IT Exams	7	\$32.50
Parapro	22	\$741.30
Placement Bonanza Event	5	
TEAS	5	\$203.70
Total Exams Given	268	
Total Revenue Generated	\$1,451.80	

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
57	98	47	24	28	14

Updates and Collaborations Efforts towards Goals

1. BCCC Testing Center Staff administered group testing in preparation for summer/fall registration:
 - a. Administered the English, Math and ESL Accuplacer for **9 Augusta Fells Savage Institute of Visual Arts students**
 - b. Aligns with Test Center's Enrollment Goal #2: **Offer Accuplacer testing to prospective students as a recruitment effort.**

2. To encourage students to complete placement testing in a timely manner, the BCCC Testing Center hosted a “Placement Bonanza” event starting on November 17, 2025, and will end at the beginning of the month of January.
 - a. **Aligns with Testing Center’s Enrollment Goal #2: Offer Accuplacer testing to prospective students as a recruitment effort**

Financial Aid Office

The Financial Aid Office focused on waiver compliance preparation, reconciling Title IV programs, documentation enforcement, training supervision, system cleanup for 2026–27, and escalation management. The Financial Aid Office supported institutional resource and enrollment alignment by processing timely aid adjustments and finalizing waiver narratives that protect institutional funding access.

Expanded Operational Focus Areas

- Oversight of staff performance expectations and communication accountability
- Quality assurance review for PJ submissions and DOE documentation standards
- Weekly reconciliation monitoring with Finance and Student Accounting
- Cross-departmental coordination for Banner setup and outreach materials
- Training binders and procedural manuals for new staff onboarding

Key Accomplishments

- Conducted student case review leading to award reversals and communication clarification
- Enforced documentation requirements for Professional Judgment files, reducing incomplete submission delays
- Implemented structured SharePoint folders for case management
- Directed staff on communication correction protocols for student phone interactions
- Initiated ERP-to-banner mapping templates for 2026–27 process alignment
- Introduced scanning workflow standard for PJ file uploads and record management
- Produced printed operational manuals for training consistency
- Launched real-time spending analysis for FWS to refine projections through June 30
- Reinforced outreach to off-campus supervisors for scheduling gaps and student hour tracking
- Monitored state roster discrepancies for correction submission deadlines
- Reviewed COD postings and reversed inaccurate Pell entries tied to BOT identification
- Assessed SAI thresholds and Pell eligibility impact for 2026–27 students

Additional Outreach & Student Engagement Activities

- Hosted holiday FAFSA engagement table for students visiting the Trio Department
- Distributed new FAFSA completion flyers and advisor talking points to academic departments
- Began planning for January FAFSA launch support with partners and IT
- Provided individual intervention calls to students with undocumented files or misunderstood award results
- Guided reading/math tutor supervisors on student scheduling accountability.

Disability Support Services

In November, the Disability Support Services recruitment strategy was dedicated to laying out the groundwork for the upcoming Winter and Spring registration periods. Through targeted outreach, we have engaged potential students through various channels. Early indicators show increased interest and engagement, setting up a positive tone for the upcoming registration periods. Our focus on student retention during the fall term has been paramount. Initiatives such as personalized check-ins, academic success workshops, and proactive communication have played a crucial role in keeping students engaged and motivated.

In parallel with our retention efforts, our team has implemented several initiatives aimed at fostering both the academic and social development of our students. DSS implemented a student progress monitoring sheet, allowing students to track their progress and communicate with their professors about their performance. A campaign was launched called "Take the W, Not the F," which encourages students to make informed decisions about their coursework and avoid falling into unsatisfactory academic standing. To further support this, phone banking was utilized and email outreach to motivate students to participate in these initiatives.

In the coming months, we will actively seek out and establish partnerships with external providers specializing in accessibility solutions. This strategic move aligns with our commitment to creating an inclusive and supportive learning environment.

	Renewal Accommodations	Intakes
November	14	15
Fall 2025		99 students

Student Support & Wellness Services

During the month of November, the Student Support & Wellness Services office (SSWS) served approximately (52) students, virtually and in person via office visits, intakes, and scheduled counseling sessions with (24) new student service requests. The Counselors conducted counseling intakes and facilitated (28) in-person (in-office) and virtual (telehealth) individual counseling sessions. Students this month had access to issues surrounding school-related stress, relationship issues, anxiety, depression, time management, and test taking anxiety.

SSWS was represented at (19) on/off campus planning and routine meetings. These meetings ranged from: weekly check-ins with key staff, professional development, and Student Affair, Academic Affairs, & Workforce Development, and Maryland Higher Education Commission collaborations. Us Helping Us has provided three (3) STI screenings this month for students.

SSWS counselors attended (9) off-campus meetings and continuing education events to help continue attaining knowledge, competencies and build community partners & resources to best serve students.

Eleven members of the faculty and staff contacted SSWS for counseling support, event planning or community resources. There were (7) classroom presentations facilitated this month. We continue to partner with the staff/faculty at Harbor Place to ensure all students are served.

New Student Contacts/Registering for Services	Student Counseling Services	On/Off Campus Meetings/Events attended	Wellness Workshops	Classroom Presentations	Faculty/Staff Consultations
24	28	19	3	7	11

Student Life & Engagement

The Office of Student Life & Engagement spent November highlighting several different awareness initiatives and acclimating students to the engagement opportunities for Baltimore City

Hunger-Task Force Committee

The Office of Student Life & Engagement and the Student Government Association continued to host monthly meetings with the Hunger-Taskforce committee, which is an ad hoc committee of the Student Government Association. The meeting for November focused on planning for National Hunger & Homelessness Awareness Week slated to take place November 17 – 21, 2025.

Graduate Advisory Committee

The committee is another ad hoc committee of the Student Government Association, focused on getting a pulse on the seniors throughout the year and assisting with graduation requirements for students as well as activities. For the November meeting, the committee focused on outlining students' interests, and how they can help prepare them for graduation.

Inter-department Collaborations

New Student Orientation

The Assistant Dean of Student Life & Engagement continues to be a part of the New Student Orientation Planning Committee. This month the Assistant Dean worked to help the committee create an agenda for the January 6th virtual NSO session, the January 10th in-person orientation, and started working on creating a Canvas online model for New Student Orientation.

Phi Theta Kappa Honor Society

The Assistant Dean worked to ensure the continuation of the Phi Theta Kappa Honor Society in collaboration with Academic Affairs. The Dean of the School of Arts & Humanities and the Assistant Dean of Student Life & Engagement have established biweekly meetings to discuss next steps for inducting a new group of scholars and plan for the Annual Recognition dinner. The chapter improved by two stars this year since the addition of an executive board. The executive board now consists of a Taylor Henry, President, Kyah Young, Vice President, and Ray Anthony Eddie, Vice President of Public Relations. The chapter members plan to participate in the upcoming Induction Ceremony and host at least two events per year.

Grants Partnerships

MHECH Hunger-Free Campus Grant

Through the \$11,000 grant the campus was awarded, the Office of Student Life & Engagement implemented several events of programming that stemmed upon the campus officially being designated a Hunger-Free Campus by the State of Maryland. During the month of November, the Hunger Task Force spent the month hosting several events to focus on the initiatives of the grant. The office was able to

sponsor a successful lunch for those in need in the downtown Baltimore area, which allowed 100 individuals to receive a free lunch, which reached many homeless populations of the city. Additionally, the office held a dinner for the community which featured Darlene Thomas from the Eastern Region President of Community Service from St. Vincent DePaul Housing Shelter in Baltimore, MD. At this dinner the campus was able to give away toiletry kits as well as knitted socks and gloves. The campus Student Leadership Club volunteered at Paul's Place where they helped stock shelves and assist those in need. The Student Government Association hosted a clothing drive where they gave several clothing items to students and community members.

MLK Day of Service Grant

For the third year, BCCC has been awarded a grant through AmeriCorps and Transform Mid Atlantic to sponsor programs and civic engagement opportunities to support the vision of Dr. Martin Luther King Jr. In the past two years the college has been awarded \$1,000 - \$2,000. This year, due to an expanded proposal to reach a larger population, the campus was awarded \$4,500. The programming will include a community dinner on Thursday, January 15, 2026, an educational programming event featuring an area high school on Wednesday, January 21, 2026, and a parks and recreation cleanup opportunity on Saturday, January 24, 2026.

National Scholarship Recipient

Tyrese McBayne, the Public Relations Chair of the BCCC Chapter of the National Society of Leadership & Success, was recently awarded a \$1,000 scholarship after attending the annual NSLS Leadership summit based out of NC State in Raleigh, NC. While attending the summit, he was able to receive the scholarship based on scholarship, civic engagement, and leadership through the organization and based on his attendance at the summit. Like the first recipient at BCCC last year, Tyrese was awarded one of only 10 scholarships from the National Society of Leadership & Success. The institution now has become a three-time recipient of scholarship winners out of 869 chapters nationwide.

Community Service

Community Organization	BCCC Organization	Date(s)	# of Hours
Project Love Yourself	Student Leadership Club	Ongoing	3
Paul's Place	Student Leadership Club	11/19/25	3
Baltimore City Food Bank	National Society of Leadership & Success	10/25/25	2
		Total Hours	7 hours

November 1 – 18, 2025 Donation Drive

Throughout the month of November, Student Life & Engagement continued to host donation drives to receive food and clothing items. There are boxes that will remain in front of the Student Center area to collect items. Five campus departments, including Academic Affairs, contributed to the donation drive.

Activities and Events

Event Title	Sponsoring Org.	Date	Attendance
SGA General Body Meeting	Student Government Association	11/5/25	21
SGA Paint & Chew	Student Government Association	11/5/25	41
Voter Registration Event	Student Life	11/11/25	26
American Diabetes Awareness Event	Student Life	11/14/25	17
Panther Closet Event	Student Life & SGA	11/17/25	56
Make It Take It Thursday: Native American Heritage Month	Student Life	11/20/25	22
Community Lunch Giveaway	Student Life	11/20/25	90
Panther Leadership Workshop Series	Student Leadership Club	11/20/25	27
Dining with Panthers: Community Dinner	Student Life	11/20/25	121
Keeping It Real Lecture Series	History Club & Student Life	11/21/25	33
Friendsgiving Celebration at BCCC	PantherX Dance Club & Student Life	11/24/25	61

INFORMATION TECHNOLOGY + REALIGNMENT TASK #9

Office of the Chief Information Officer

Area Highlights

In addition to the ongoing improvements via the various applications used to support BCCC, we are continuing our efforts to improve technical support to all IT users. These efforts over the past three months have revealed noticeable operational improvements. The data provided below shows a steady and progressive decline in the number of helpdesk service calls. Since September of 2025 there has been a steady decrease in the number of customer service calls reported to the IT helpdesk, and conversely, the total number of tickets closed by IT helpdesk personnel continues to display the institutions resolve to provide efficient and effective IT support.

ITS Helpdesk – Tier 1 and Tier 2 Support
2025 Three Month Ticket Trend

Status	Sep	Oct	Nov
Total Tickets In	1134	837	734
Total Closed	1133	829	695
Total Remaining Open	1	8	39

While we continue to analyze the issue of adequate wireless service and access (Wi-Fi), early results of a technical analysis of this complex issue have revealed a segment of applications that are also competing with users for Wi-Fi bandwidth access. The applications listed below highlight several applications competing for Wi-Fi access.

App	Risk score	Tags	Traffic	Upload	Transa
 Verkada Security	8		795.0 GB	101.9 GB	46.3K
 Akamai Cloud computing platform	10		426.1 GB	4.0 GB	201.5K
 Microsoft SharePoint O Collaboration	10		162.6 GB	131.1 GB	41.3K
 Google Content management	10	SANCTIONED	140.5 GB	19.3 GB	315.4K
 Amazon Web Services Cloud computing platform	10	SANCTIONED	88.8 GB	22.0 GB	251K
 Fastly Cloud computing platform	9		86.8 GB	879 MB	40.5K
 CloudFlare Security	9		79.0 GB	5.2 GB	87.9K
 Amazon CloudFront Hosting services	10	SANCTIONED	76.6 GB	550 MB	33.5K
 Microsoft Online Service IT services	10	SANCTIONED	69.7 GB	16.7 GB	201.4K
 XFINITY News and entertainment	6		56.6 GB	70 MB	3.1K

Realignment Task #9

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

Enterprise Applications

A review of the Ellucian Banner Advisory Services project management initiatives has led to the effort of attaining a Project Manager that can provide additional core assistance to ensure the project continues to move forward. In addition to the current expectations within this position, the current rescoping of the position requirements has centered on enhanced reporting methods to meet the requirements of BCCC leadership, and the imperatives to conduct process analysis on selected workflows, identify inefficiencies, and the ability to make actionable recommendations to affect future process improvements. Additional core aspects required to facilitate additional efficiencies also include the ability to measure project performance using appropriate tools, techniques, and metrics to ensure progress aligns with established plans and objectives, providing timely reporting and actionable insights to support decision-making and continuous improvement.

The continuing enhancements over the past month provided the following progress.

- Gross Pay – Phase 2: Completed and went live on November 26, 2025.
- WDCE Process Improvement- IT, BCCC WDCE Team, & Student Accounting continue to work on process improvement for WDCE area in recruitment, admissions applications, course registration and student billing
- Banner Campus Directory: Realtime synchronization of user information to active directory (AD) and downstream systems such as Microsoft, google, banner, etc. is being replaced by improved Ellucian tool.
- Finance module configuration and migration:
- Procurement Life Cycle- Training materials and schedule being built by Procurement Office
- Budget Management- Training materials and schedule being built by Budget Office
- Data Cleanup- ITS is collaborating with Ellucian and BCCC finance team to clean up system data
- Integration from FMIS- IT is collaborating with Ellucian and BCCC budget office to test the FMIS integration interface to reflect changes being made in the finance system.

Disaster Recovery (DR) Update

Ongoing monitoring and assessment of the Disaster Recovery (DR) implementation has provided insight into highly technical DR architecture, and as such, also expensive. Therefore, as the DR project continues to move forward, an eye on rearchitecting and possibly re-scoping the technical level of the proposed solution. While implementing the current planned DR solution will continue, based on a high-cost DR strategy, more cost-effective solutions must begin to be considered beyond the current implementation year. To move this forward, BCCC has consulted with appropriate professionals to assist in assessing the DR architecture to ensure the review of the best course of action in alignment with the current level of implementation.

FINANCE & ADMINISTRATION + REALIGNMENT TASKS #5, #6, #10**Controller's Office**BCCC Audit FY2025.

BCCC continues to work with SB & Company, the new auditors for the State of Maryland, on the College Audit.

- SB & Company is actively requesting information, conducting follow-up testing, and submitting additional questions.
- BCCC is finalizing the GASB 101 calculation with SB & Company to record sick and personal leave: a new requirement for inclusion in the financial statements.
- Current priorities for SB & Company include the College Audit, WBJC-FM, and CC4.
- SB & Company will also perform the Single Audit and Enrollment Audit, and some requests from these audits are being incorporated into the College Audit process.

BCCC Foundation Audit

- The Foundation audit is being handled by CliftonLarsonAllen, LLP (CLA). Requested information has been provided, and additional requests and follow-up questions are being addressed.
- CLA will also complete the Foundation Tax Return (Form 990) in Spring 2026

Office of the Legislature Audit (OLA)

- Ongoing information requests are being addressed and fulfilled as they arise.

Grants and Title IV Requests**SSS TRIO**

- Drawdown requests for the new award year have been submitted for authorization. Once approved, the drawdown was processed, and funds have been received.

Upward Bound

- Drawdown requests were prepared, signed, and submitted for authorization. After approval, the drawdowns were submitted and are currently pending U.S. Department of Education approval.

Other Grants

- Reconciliations for grants such as **DLLR**, **Perkins**, and **CCCPDF** are being prepared, routed for approval, and submitted.

PELL and FSEOG

- Drawdown requests for the new award year are in progress. We are working closely with the Office of Financial Aid to complete and submit these requests for approval.

Office of Budgets

The Budget Office is continuously collaborating with various departments to prepare reports required by the Maryland Department of Budget and Management (DBM) on behalf of the Governor. The preliminary FY2027 budget request was submitted to DBM in mid-September. In support of this submission, the Budget Office worked closely with the Controller's Office to verify fiscal data in Banner against the State's FMIS system. The financial figures have been reconciled and submitted as part of the FY2027

preliminary budget package. Additionally, the Budget Office is working with other College stakeholders, inclusive of but not limited to the following divisions: Finance, Human Resources, Information Technology, Student Affairs and Student Accounts, Institutional Research, Financial Aid, and Ellucian to address ongoing Banner conversion issues, with the goal of streamlining operations and optimizing system functionality.

A strategic budget model for the College will ensure current and future resources are strategically aligned with the mission, vision, and core values. Strategic budgeting involves forecasting future financial requirements and allocating resources to match. The main goal is to make sure financial decisions support the College's overarching objectives to meet the needs of the professional and personal goals of a diverse population, changing lives, and building communities. By aligning budgetary allocations with long-term strategic initiatives, finance can prioritize investments and optimize cashflow for sustained competitiveness and agility.

Fiscal Year (FY 2026) Revenue Summary as of 11/30/2025

Revenue Fund	Revenue Amount
General (Unrestricted)	\$ 35,453,079
Restricted	\$16,281,981
Total Revenue	\$51,735,059

Unrestricted Revenue: Total unrestricted revenue through November of FY 2026 is \$1.7 million higher than the revenue earnings through the same period in FY 2025. The primary driver is an increase in Credit tuition and fees, namely in tuition associated with core programs. State appropriations remain flat over FY 2025.

- **Tuition & Fees: Increased.** The overall increase over FY 2025 of \$2 million in ALL tuition and fee revenue. On the credit side there has been an increase, however the increased revenues are being offset by decreases in Non-Credit Tuition and Fees over the same time in FY 2025, namely in tuition associated with Allied Health and Construction/Transportation programs.
- **Sales, Service, Auxiliary & Leasing: Flat.** - Sales, Service, Auxiliary & Leasing revenue earnings in FY 2026 are comparable to FY 2025 for the same period. There is an increase in Bookstore Revenue; however, there is a decrease in Investment and Real Estate Lease income due to market volatility causing an overall decrease in revenues compared to this time in FY 2025.
- **Bookstore Revenues: Increased.** - There is an overall increase in the bookstore revenue categories compared to the same period in FY 2025 of \$151K.
- **Restricted Revenue:** Total restricted revenue through November of FY 2026 is \$3.8 million higher than in the same period in FY 2025. This is primarily due to deferred maintenance and Federal revenues. Total restricted revenue through October 2025 (FY 2026) is \$7.9 million higher than in the same period in FY 2025. This is primarily due to PAYGO funding being appropriated to the College. These funds are RESTRICTED and authorized for specific approved Capital projects and deferred maintenance. This is not related to unrestricted funding. This increase is slightly offset by about \$1 million in revenue decline at WBJC radio.

Fiscal Year (FY 2026) Expense Summary as of 11/30/2025

Expense Fund	Expense Amount
General (Unrestricted)	\$18,867,759
Restricted	\$ 7,432,874
Total Revenue	\$26,300,634

- Unrestricted Expenditures: Total unrestricted expenses decreased by \$1.3 million when compared to this same period in FY 2025, primarily due to a decrease in supplies and deferred maintenance.
- Restricted Expenditures: Total restricted expenses decreased by \$51.6 thousand when compared to this same period in FY2025.

High Level Summary

Unrestricted overall net position (product of revenue – expenses) increased by +\$3M over November 2024 (FY 2025)

Restricted overall net position (product of revenue – expenses) increased by +\$3.9M over November 2024 (FY 2025)

November of a FY is an oddity regarding timing of revenues and expenses, as ~54% of revenues have been collected (Fall semester and State Appropriations) versus ~27% of expenses being actualized. Spring Census and January 2026 month-close will provide timing corrections between Rev and Exp forecasts.

Office of Human Resources**Banner/Workday Transition**

The Office of Human Resources has fully transitioned from Workday to fully utilizing Banner as the college's system of record as of Wednesday, November 26, 2025. As a result, BCCC will only utilize Workday during open enrollment for benefits purposes only. We (IT and Human Resources) are currently collectively completing and transmitting the Personnel Transaction and Address file to DBM. This file contains all employee transactions during the pay period (i.e., hires, resignations, terminations, retirements, etc.). This change will eliminate the duplicate work that HR was required to complete.

Excellence Awards Update

The Excellence Awards nominations opened on Friday, November 21, 2025. We have currently received eight nominations across the six employee categories. The Excellence Awards Committee will convene for their first meeting on Tuesday, December 9, 2025. The committee is charged with reviewing nominations and determining if they meet the established guidelines for qualification. They will also be responsible for coordinating with the President's Office for the awards ceremony, which will also include employee service awards and the President's Award. The awards ceremony is tentatively scheduled for spring 2026. More information will be provided as we move through the nomination and selection process.

Wellness Initiatives

In partnership and collaboration with the Baltimore City Health Department and Safeway, Human Resources will hold BCCCs 1st Annual Flu & Vaccination Clinic on Tuesday, January 6, 2026. This clinic will be for all BCCC faculty and staff from 9 AM through 12 PM. Employees will receive a registration link to schedule their flu, as well as other vaccinations such as COVID, Pneumonia, Shingles, etc. during this clinic. Furthermore, through this partnership, the ACME/Safeway Mid-Atlantic division of Albertsons will join with BCCC offering an array of health screenings for the college community in support of our monthly wellness initiatives. We are also in talks to bring wellness services to the community at large to further our outreach efforts and establish BCCC as community investor.

Continuing our wellness initiatives, the Baltimore City Health Department will host a Flu & COVID clinic for students and contractual employees who are uninsured on Tuesday, January 13, 2025, from 11 AM through 1 PM. A registration link will be provided for interested employee and students to schedule their appointment and identify type of vaccination they would like to receive. Through this initiative, BCCC has established a partnership with BCHD to bring additional services and resources to both the college and the community. All these efforts support BCCCs wellness plan as we are currently developing a 6-Month Wellness Calendar of events to engage our faculty and staff.

Office of Procurement

Procurements

For November, there were thirty-two (32) procurement transactions totaling \$564,783.93, along with two change orders amounting to \$784,680.00. One of these change orders represents the approved option year for Ellucian (\$770,680.00). The categories are:

Category	Amount	Change Order Amount
Commodities	\$307,648.58	
Services	\$119,772.00	\$14,000.00
IT Equipment	\$92,823.87	
IT Software	\$40,764.48	\$770,680.00
Maintenance	\$3,775.00	
Total	\$564,783.93	\$784,680.00

For the month of November, 158 credit card transactions in the total amount of \$79,922.63.

Bookstore

As the Fall semester concludes, the College and BNC are working together to ensure effective communication with students regarding book returns. Notifications have been distributed via email, text messages, campus signage, and online platforms to remind students to return their books and to encourage registration for the Winter and Spring terms.

Based on lessons learned, both the College and BNC are conducting quality control checks on course materials to guarantee timely delivery to students, particularly for the Winter term. Spring course materials are currently in the final stages of submission.

Additionally, the College is reviewing the proposed bookstore remodeling design and providing recommendations for changes or approval of the design concepts. The timeline for remodeling has not yet been finalized and remains contingent upon any proposed modifications.

ADVANCEMENT + REALIGNMENT TASKS #7, #82025-2026 Priorities

Priority One: Expand Institutional Access & Community Partnerships by developing a strategic, fiscally viable and sustainable industry and community partnerships plan to foster programmatic innovation and long-term collaboration igniting strong public/private funding sources. This includes promoting our brand and spreading our message as we develop a marketing strategy for seamless credit and non-Credit program pathways to promote upskilling opportunities.

Priority Two: Promote BCCC students and their stories in spaces that raise visibility and institutional impact by creating 3 premier partnerships with Baltimore City institutions that result in increased traffic to our website, increased interest in our academic and workforce programs, and increased enrollment. These partners will help establish a community outreach committee comprised of internal and external stakeholders who address academic, workforce and training needs of students seeking pathways to success.

Priority Three: Foster an internal culture of community engagement between faculty, staff and students centered on the College's core values. Host public and private community events and house community services on campus to increase the College's geographic footprint, awareness and service. This includes highlighting WBJC and its function in elevating student experience and enhancing community collaboration.

Priority Four: Expand and reimagine the Alumni experience at BCCC by accessing current alumni databases, create an Alumni Alliance and host alumni events. Develop a culture of lifelong engagement between students and alumni from enrollment to graduation.

Priority Five: Refine Development and giving that focuses on donor stewardship and engagement. Onboarding a development team to enhance donor relations, retention and secure future gifts. Complete donor database audit and segmentation and implement a strong stewardship and recognition strategy.

Realignment Task #7

“Establish Strong Relationships with Key Stakeholders.”

Federal, State, Local Outreach

The division continues its outreach efforts working with Senator Alsobrooks & Congressman Mfume’s office, state representatives and the mayor’s office. The College looks for ways to host public events and promote legislative updates to students, faculty and staff.

Associated Black Charities (ABC) Board Pipeline Leadership Development

BCCC continues a working relationship with ABC and looks to expand opportunities for partnership. ABC is scheduling a series of classes for its Board Pipeline Leadership Development Program to be hosted at the College. The program aims at developing a strong diversity of leaders to serve on non-profit boards in the Baltimore Metropolitan region.

Urban One/Radio One

BCCC continues to build upon its partnership with Urban One/Radio One (92Q & Magic 95.9) to create unique opportunities to promote BCCC and Radio One’s commitment to communities in the Baltimore Metropolitan area. Radio One will broadcast live from BCCC on that day. This is a great opportunity for

students and prospective students to learn more about BCCC and be exposed to area businesses looking to onboard new employees.

WBJC

Staff Community Engagement

The station created opportunities to extend the BCCC brand in the community while establishing partnerships and engagement opportunities with organizations such as Chamber Music Maryland, Baltimore Chamber Orchestra, Annapolis Symphony, Baltimore Choral Arts, Shriver Hall, American Film Institute, Maryland SPCA, Maryland Theater, Baltimore Symphonic Band, Maryland Governor's Small Business Summit, John Hopkins University, and Towson University.

Corporate Support Partnerships

The Station developed underwriting partnerships and content on WBJC from numerous clients, including returning clients such as Manor Mill, University of Maryland, Kennedy Center, Baltimore Symphony Orchestra, Opera Baltimore, Baltimore Choral Arts Society, Community Concerts at 2nd, Cynipid Fund, Culligan Water, Elville and Associates, University Maryland Medical System, Shriver Hall Concert Series, Peabody Institute, Roggenart Cafe, JCC of Greater Baltimore, Zekes Coffee and Gertrudes, Omelet King, and Walters Art Museum.

Program Highlights

WBJC programs and content of note for the month included live performances from some of Maryland's finest classical ensembles, made possible by a generous grant from the Maryland State Arts Council. Featured artists included Baltimore Symphony Orchestra, conductors David Zinman, Marin Alsop, and Yuri Termirkanov.

Realignment Task # 8

"Develop and Market A Brand For BCCC."

WBJC Radio Station

WBJC continues to promote BCCC and its various events, as well, as expand opportunities for additional membership. The Annual Fall fundraiser is scheduled for October. The radio station anticipates meeting its goals.

Marketing

During November 2025, the College continued to expand new strategies and focus on building engagement, enrollment, and brand on its social media platforms marketing 12-week, 10-week, and 8-week Fall sessions. Results for the month show a clear success rate, with a view rate of nearly 3 million, a reach rate of nearly 1 million, an interaction rate of 5,000+, a Click rate of 20,000+, a Profile visit rate of 10,000, and a gain in new followers of 500. From a benchmarking perspective related to our peers in the Baltimore area, BCCC performed well above its peers in all categories. These branding opportunities yielded 75,000 new first-time visitors to the website.

In addition, the department continues to maximize a strong focus on promoting the Dual Enrollment program in partnership with Student Affairs.

The department continued to reintroduce Workforce Development non-credit programs with posts on all platforms and requests to learn more at Information Sessions. Analytics show an 117% increase in website traffic to the webpage, with 3,000 views from direct URL placement on posts.

Digital Marketing

During November 2025, the College worked to expand its reach by placing digital advertising to increase applications and class registration for the Winter and Spring 2026 terms. To date, the College has increased reach to 747,072 constituents in the demographic area. Click totals for these digital ads have reached 27,491 since the 10/24/2025 start date, with unique (first time visitor) ad clicks of 21,196. These digital advertisements will continue into the Spring 2026 term. Results of these initiatives show an increase in website traffic to the Register webpage of 116.76% over the same period in 2024, first-time website visits for the month of 52,000, a 20.7% increase over the same period in 2024, and clicks of digital advertisements to the Marketing landing page of 17,810.

Social Media Brand Building

During the month, the college reached 3.6 million social media platform views, with follower views increasing on Facebook to 250.6% and 24.1% on Instagram. Twitter and LinkedIn both showed increases in engagement, with LinkedIn showing a 3,300% increase alone. The College has reached more than 13.6 million constituents year-to-date, with an overall increase in engagement of 70%.

Building Engagement

The College worked with numerous offices to develop meaningful marketing strategy for academic and out of classroom experiences, providing digital and print marketing for events such as the 13th Annual STEM Symposium, International Education Week, Veterans Day Parade, marketing for events such as promoting a recently awarded Hunger Free Campus Grant/Dining with Panthers for the BCCC community. In addition, the College worked with student groups to promote events and build engagement.

Internally, the College worked with the Office of Human Resources to develop email and web pages to unveil a new Excellence Awards program for faculty and staff.

Brand Building & Rebranding

The College continues to work with Finalsity to convert the BCCC website to a new CMS platform. The College has completed round two of content migration and is now working to identify navigation issues and complete updates to images on the newly designed site. We hope to go live with the new site after the beginning of the year and move into phase 2 of rearchitecting various areas within the site.

Additionally, the College continues to promote Workforce Development & Continuing Education programs and Information Sessions with ongoing social media campaigns to build awareness and engagement. For November, Workforce Development website traffic increased by 190.84% over the same period in 2024.

Public Relations/Communications

During November 2025, the College continued to expand its outreach to several media outlets to expand earned media placement.

Media Outreach: The department provided responses to media inquiries on behalf of the College and proactively placed earned media messages detailing the College's continued progress in increasing enrollment.

Positive Enrollment Trends: The department specifically issued media announcements to highlight positive trends in enrollment for the Fall 2025 semester that include both credit and workforce programs.

INSTITUTIONAL EFFECTIVENESS, RESEARCH & PLANNING + REALIGNMENT TASKS #5, #12**Office of Assessment**

The College is partnering with the Council for the Advancement of Standards in Higher Education (CAS), a national consortium that provides a consensus-based framework for evaluating and improving student services and institutional support functions. CAS offers 50 functional-area standards and multiple cross-functional frameworks that address key areas such as student support services, health and well-being, counseling, career services, disability services, first-year experience, and essential administrative operations including financial aid, auxiliary services, and the registrar's office. This partnership will provide the College with a consistent, evidence-based method for evaluating service effectiveness and ensuring alignment with institutional priorities, the College's mission and vision, and State of Maryland realignment requirements.

BCCC is in the process of contract development with CAS. As part of this agreement, CAS will provide:

- Twenty hours of facilitated training beginning in Spring 2026
- Three to four hours of preparation for each facilitated hour, including institution-specific materials
- Customized training to ensure staff can apply CAS standards effectively
- A Fall 2026 retainer for phone and email consultation across all departments

This engagement will strengthen institutional effectiveness, reinforce mission-aligned decision-making, and support a sustainable, data-driven approach to evaluating and enhancing services across the College.

Integrated Use of CAS and SPOL for Strategic Planning

Together, CAS and SPOL will form a unified, comprehensive structure for institutional evaluation and improvement. CAS Self-Assessment Guides will generate systematic reviews and action plans, while SPOL will serve as the official repository for this work, linking assessment results to strategic goals, accreditation needs, and realignment requirements. This integrated approach ensures that CAS findings directly inform strategic planning, that improvements are tracked over time, and that the College maintains clear, accreditation-ready documentation demonstrating continuous improvement across all student service and administrative units.

Strategic Planning Online (SPOL) will serve as the College's central platform for integrating strategic planning, assessment, budgeting, and accreditation documentation. The College recently renewed its SPOL contract for 2026 and has been actively developing the assessment module, with the aim of tracking student learning outcomes from individual sections to courses and aggregating data at the program level, while maintaining clear connections to broader institutional strategic plans and requirements. As the primary repository for planning evidence, SPOL ensures that institutional goals, departmental objectives, and Key Performance Indicators remain aligned and consistently tracked. The system also houses documentation required for program-level accreditors, Middle States Commission on Higher Education, and state and federal

reporting, providing a transparent and organized method for demonstrating progress and compliance.

By consolidating planning and assessment functions into a single system, SPOL supports continuous alignment with strategic priorities, enables data-informed decision-making, and strengthens accountability across all units.

Office of Grants Development

The Office of Grants Development at Baltimore City Community College plays a vital role in advancing the College's mission by identifying, securing, and administering external funding that supports institutional priorities and student success. Through strategic proposal development, collaborative partnerships, and effective grants management, the Office continues to foster innovation, strengthen academic and workforce programs, and expand opportunities for students and the broader community. The Office also meets monthly with Principal Investigators (PIs) to review their action plans, develop spend plans, and establish communication strategies that ensure strong grant performance and progress toward project goals.

Updates from November 19, 2025, Board of Trustees Meeting

Grant Performance Overview

International Rescue Committee (IRC) Programs, FY 2023-FY2026

In response to Trustee Malcolm's inquiry regarding grant performance relating to the Finance Committee presentation on November 19, 2025, Board of Trustees meeting, please see the information below.

Since FY 2023, the International Rescue Committee (IRC) has provided comprehensive support to refugees, focusing on English language instruction, school impact programming, and assistance for older refugees. Annual funding and the number of refugees served increased each year, with services tailored to workforce readiness, academic and social integration, and case management.

Key Services by IRC

- **ESOL (English for Speakers of Other Languages):** The IRC delivered specialized language instruction, workforce preparation, and cultural orientation, with increased rent support reflecting expanded programming.
- **Refugee School Impact Grant (RSIG):** Services included English instruction for academic success, educational resources, and mental health support for refugee youth and their families.
- **Services to Older Refugees (SOR):** The IRC provided case management, citizenship preparation, social engagement programs, and essential social services designed to promote independence.

Annual Awards, Charges, and Service Totals

Fiscal Year	Total Awarded	ESOL Rent	RSIG Services	SOR Services	Enrolled/Served	Notable Outcomes
2026	\$627,224	\$5,121	\$535,045	\$87,058	TBD (grant 10/1/25–9/30/26)	Service goals pending grant start
2025	\$576,699	\$13,200	\$476,441	\$87,058	417 ESOL, 612 RSIG, 63 SOR	Exceeded prior-year targets
2024	\$554,458	\$9,600	\$476,441	\$68,417	550 ESOL, 874 RSIG, 63 SOR	Surpassed service targets
2023	\$519,027	\$9,600	\$459,187	\$50,240	752 ESOL, 612 RSIG, 43 SOR	Far exceeded goals for enrollment

Service Highlights

- The IRC customized ESOL for job readiness and daily life, increased job placement, and professional development through partnerships.
- Refugee students benefited from personalized academic support, school supplies, digital tools, and mental health services.
- Older refugees gained skills for integration, achieved social engagement, and accessed critical benefits due to case management.
- In several years, the IRC exceeded enrollment targets, prompting annual increases in funding to expand capacity.

Context and Mission

The IRC's efforts in Maryland reflect its broader mission to support refugees from arrival through self-sufficiency. The organization responds to the evolving needs of displaced populations by addressing education, health, economic stability, and legal support, even as refugee admission policies fluctuate at the federal level.

Recent and Active Grants:

Foundation for the Maryland Commission on Women and American Society for Emergency Contraception Grant Award

The College received a **\$10,000** grant from the Foundation for the Maryland Commission on Women and the American Society for Emergency Contraception to purchase and install a vending machine offering over-the-counter contraception, including emergency contraceptives (levonorgestrel, Opil) and condoms. Funds must be spent by June 3, 2026.

Transform Mid-Atlantic Martin Luther King Jr. National Day of Service Grant

The Office of Student Life and Engagement and the Office of Grants Development were awarded \$4,500 (of a \$5,000 request) from Transform Mid-Atlantic to support the 2026 Martin Luther King Jr. National Day of Service initiative.

The Student Leadership Program, Student Government Association, and the Office of Student Life and Engagement will host three new community service events designed to expand outreach on campus and in the community. These initiatives will engage students, staff, and local volunteers in direct community service activities that provide meaningful support to residents while fostering civic engagement.

Planned activities include:

- A community dinner providing hot meals on a first-come, first-served basis and distributing backpacks with toiletries and personal care items.
- A panel discussion and seminar featuring community agencies that will educate underrepresented and economically disadvantaged youth about college pathways, academic exploration, and mentorship opportunities while highlighting social justice initiatives inspired by Dr. Martin Luther King Jr.
- A community park cleanup engaging student, faculty, staff, and neighborhood residents to enhance local spaces and strengthen community pride.

Maryland Higher Education Commission Partnership***Education Design Lab: Career Ready by Design Grant***

In partnership with the Maryland Higher Education Commission and seven other community colleges, the Office co-submitted a grant to the Education Design Lab, a national nonprofit organization that helps institutions develop workforce-aligned education pathways.

Proposed funding includes \$100,000 annually for a state-level coordinator, \$25,000 per college, and up to \$15,000 per high school partner, along with stipends for participating students. If awarded, this grant will strengthen pathways to high-demand, high-wage careers and promote equity-driven innovation across Maryland's community colleges.

		HR Active Search List as of December 31, 2025
	Div	Position
1	AA	Director of Academic Achievement Center
2	AA	Dean Natural and Physical Sciences, Business, Technology, Engineering and Math
3	AA	Assistant Professor/Clinical Coordinator, Health Information Technology
4	AA	Assistant Professor & Program Coordinator of Computer Information Systems
5	AA	Administrative Assistant
6	AA	Assistant Professor & Program Coordinator for Business Management
7	AA	Assistant Professor of Mathematics
8	AA	Assistant Professor & Coordinator for Psychology
9	AA	Associate Dean of School of Arts & Social Sciences
10	AA	Assistant Vice President, Academic Engagement & Partnerships
11	AA	Assistant Professor & Program Coordinator of American Sign Language/ Deaf Studies
12	AA	Associate Dean of School of Nursing & Health Professions
13	AA	Vice President of Academic Affairs/CAO
14	AA	Transfer & Articulation Services Coordinator
15	SA	Federal Work Study Coordinator
16	SA	Student Accounts Coordinator
17	SA	Assistant Dean of Recruitment & Admissions
18	SA	Admissions & Recruiter/Advisor
19	SA	Office Specialist (Records & Registration)
20	SA	Retention Counselor, TRIO Student Support Services
21	SA	Mayor's Scholars Program Special Programs Advisor

		HR Active Search List as of December 31, 2025
	Div	Position
22	ASP	Director of Development
23	ASP	Associate Director for Scholarships
24	ASP	Associate Director for Alumni Relations
25	ASP	Director of Public Relations - Community Outreach
26	WDCE	Maintenance Supervisor
27	WDCE	Assistant Director of Capital Projects
28	WDCE	Assistant Vice President for Facilities
29	WDCE	Director of Public Safety
30	WDCE	Adult Basic Education Program Coordinator
31	F&A	Vice President of Finance & Administration
32	F&A	Senior Budget Analyst
33	IERP	Research Analyst
34	OP	Director of Government Relations/Special Assistant to the President
35	OP	Executive Administrative Assistant to the President