BCCC
Baltimore City Community College

BOARD OF TRUSTEES
BALTIMORE CITY COMMUNITY COLLEGE

Open Session Minutes | 4:00pm December 17, 2025 (Virtual Zoom Meeting)

Board Members Present: Vice Chairman Roger Ward; Ms. Billie Malcolm; Ms. Onahlea Shimunek; Mr. John C. Weiss; and Mr. Tyrese McBain.

Also Present: President Debra L. McCurdy, PhD

I. Vice Chair Ward called the meeting to order at 4:03. The consent agenda (items a-g below) was unanimously approved upon a motion by Trustee Malcolm, seconded by Trustee Weiss.

a. November 19, 2025, Open Session Meeting Minutes
b. November 19, 2025, Closed Session Meeting Summary
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

II. Vice Chair Ward introduced Nena Kutniewski, President of AFSCME Council 3, Local 1870:
Ms. Kutniewski shared that she has been a BCCC employee since 1999 in various capacities. She stated it has been two years since AFSCME requested bargaining and 14 months since bargaining started; she claimed this was unusual. She alleged that management has unilaterally removed essential employees from the bargaining unit; cannot explain how employee salaries are determined; refuses to provide records of interactions with DBM or the state; has not explained what happened with respect to employee pay scales; and is responsible for the delay in reaching a new contract. Ms. Kutniewski stated that she feared for the future without the Board's direct engagement, provided her email address and said that without the Board's intervention, students and staff are "doomed".

III. Vice Chair Ward introduced Professor Autumn Wallace, who spoke on behalf of Professor Laura Pope, Chapter Chair, BCCC-UAMD Faculty Union:

Professor Wallace stated that faculty and the administration continued to meet monthly in bargaining and that faculty are "optimistic." She further stated that faculty want information about the proposed merger with UB. She alleged that faculty failed to receive fall TAUs although the semester is over and that there have been last minute policy and procedural changes. She further alleged that management failed to follow the faculty evaluation deadlines set out in the faculty handbook, engaged in "pop-up" as opposed to scheduled classroom observations, did not take faculty seniority into account in some instances, and ignored "historic procedures." She urged the Board's "oversight."

IV. **Procurements**. Purchases that did not require the Board of Trustees' approval (i.e., those under $100,000) were discussed and reviewed at the December Finance Committee meeting including pest control ($98,672.75) and an HVAC rental change order (total $45,984.07). There were no further questions.

Pre-approval by the Board requested for the purchase of Human Resources (HR) recruitment software called NeoGov, which would cost the College $116,350.16 for three years. Following a motion by Trustee Weiss which was seconded by Trustee Malcolm, the purchase was unanimously approved.

V. **Financial Report**. Brandon Cohen, Director of Budgets, showed a monthly financial performance report comparing November 2025 to November 2024. He noted that revenues were up $1.7 million from last year and restricted revenues were up $3.8 million. He noted that the restricted revenue was strictly earmarked for capital projects.

VI. **Enrollment Report**. Eileen Hawkins, Director of Institutional Research, presented information on credit enrollment and

Donna Thomas, Vice President for Student Affairs, reported on the initiatives related to recruitment and retention of credit students. Michael Thomas, Vice President for Workforce Development & Continuing Education (WDCE, along with WDCE Directors, presented information on continuing education enrollment and initiatives.

Ms. Hawkins noted that the pandemic-driven declines in Spring credit enrollment began to slowly reverse in Spring 2023. Spring 2024 and 2025 saw marked increases. As of December 8, 2025, Spring 2026 credit enrollment stood at 2,307. Trustee Ward asked whether they expected this coming spring's enrollment to exceed last year's. Ms. Hawkins said the College was optimistic due to various initiatives including strategic scheduling of courses including a balance of face-to-face and distance education options. Trustee Malcolm asked to see Spring enrollment data that shows the same number of days from the start of the spring semester last year and the year before, compared to this year. Dr. McCurdy confirmed that the College will bring that forward at the next Board of Trustees meeting.

Ms. Hawkins noted that the College had experienced a sizable increase in Winter term enrollment to over 700 credit students. She explained that in Winter 2020, Dr. McCurdy shifted the schedule for Winter to start earlier than in previous years and many more courses were offered.

Ms. Thomas provided information on enrollment initiatives including a $25,000 donation from WellPoint to support scholarships for students in the Health Sciences programs. Additionally, Ms. Thomas reported that the College had received a Hunger-Free Campus Grant and recently hosted a dinner for the homeless at the Liberty Campus and served lunch to the homeless out of the College's downtown location.

Michael Thomas along with Andrea Fricks (Director of Adult Basic Education), Gina Karlin (Director of English Language Services), and Brenda Sierra (Director of Workforce Development) shared information about enrollment and initiatives in continuing education courses. Mr. Thomas noted that the College now offers remediation services for the GED

Mr. Thomas stated that WDCE had brought in more than $8.5 million in grants for fiscal year (FY 2026) and over $867,000 for contract training. He said that after class completion, WDCE health and bioscience students get assistance for fingerprinting and background checks which are required for clinical placements and obtaining licensures and certifications as healthcare professionals.

VII. **Information Technology Report**. Dr. Wayne Rose, Chief Information Officer (CIO), provided an update regarding Information Technology (IT) training, wireless improvement, advisory services, and disaster recovery.

Dr. Rose highlighted that IT Helpdesk tickets consistently declined in each of the previous three months, and noted the ongoing process improvement work in recruitment, admissions applications, course registration and student billing for WDCE. He provided an update on the various ERP finance modules and explained that the Gross Pay – Phase 2 project was completed and went live on November 26, 2025, and shared that the Disaster Recovery project continues to move forward but requires rearchitecting due to premium recovery time objective of a high-cost DR strategy.

VIII. **January 2026 Meeting.** Vice Chair Ward said he would be travelling but could facilitate a January meeting while he was away should one be needed. He observed that there would not be much operational time for the College between the current meeting and the January meeting, since the College would be closed some of that time.

IX. **President's Report.** President McCurdy referred the Trustees to the written materials, thanked the Cabinet members for their submissions, and said she would answer in closed session any Trustee questions that were suitable for discussion in closed session.

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:

- 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.

Vice Chair Ward asked for a motion to adjourn and close, saying that the Board would reconvene in closed session in 5 minutes. Trustee Weiss moved to close the meeting at 5:12 PM. Trustee Malcolm seconded the motion and it was unanimously approved.