



BOARD OF TRUSTEES PUBLIC MEETING MINUTES
Montgomery College, Rockville, Maryland
January 24, 2018

1. CALL TO ORDER

The Board of Trustees of Montgomery College met on January 24, 2018, in the Board Room, Central Services Building, Rockville, Maryland. The public meeting was called to order by the chair at 8:55 p.m.

2. ROLL CALL

Trustees Present: Mr. Michael J. Knapp, Chair
Ms. Gloria Aparicio Blackwell, First Vice Chair
Dr. Leslie S. Levine, Second Vice Chair
Dr. Michael A. Brintnall, Trustee
Dr. Kenneth J. Hoffman, Trustee
Mr. Robert Hydorn, Trustee
Ms. Diyana Kahawita, Student Trustee
Mr. Robert Levey, Trustee
Ms. Marsha Suggs Smith, Trustee
Mr. Benjamin Wu, Trustee

Present Ex-Officio: Dr. DeRionne P. Pollard, President and Secretary-Treasurer

Resource Staff Present: Dr. Monica Brown, Senior Vice President for Student Affairs
Dr. Stephen D. Cain, Chief of Staff/Chief Strategy Officer
Mr. Timothy Dietz, General Counsel
Ms. Lily Lee, Manager, Board Operations and Services
Dr. Sanjay Rai, Senior Vice President for Academic Affairs
Mr. David Sears, Senior Vice President for Advancement and Community Engagement
Dr. Janet Wormack, Senior Vice President for Administrative and Fiscal Services

3. APPROVAL OF THE AGENDA

Trustee Suggs Smith moved to approve the agenda; Trustee Hydorn seconded. The agenda was unanimously approved by the Board.

4. COMMENTS PERIOD

Mr. Chris Standing, president of AFSCME, Local 2390, provided comments on behalf of the union.

5. PUBLIC HEARING OF THE PROPOSED FY19 OPERATING BUDGET

There were no speakers to come before the Board on the topic of the Proposed FY19 Operating Budget.

6. APPROVAL OF MINUTES

A. December 11, 2017 Closed Session

B. December 11, 2017 Audit Committee Meeting

C. December 11, 2017 Public Meeting

Trustee Levine moved to approve the minutes for the December 11, 2017, closed and public meetings, as well as the December 11 Audit Committee meeting. Trustee Suggs Smith seconded. The minutes were unanimously approved by the board.

7. REPORTS

A. President's Report

Dr. Pollard opened her report by welcoming everyone to the beginning of the spring semester. She shared that the winter and winter extended terms ended recently with enrollment for both terms up almost 20 percent compared to last year. She also shared that, in contrast, enrollment for the spring semester followed the state and national trends of decline. She reported that current data showed a six percent drop in headcount and a seven percent drop in credit hours compared to last year.

Dr. Pollard then briefed the Board on the actions the College is taking to support those students and employees who would be impacted by the termination of their Temporary Protected Status (TPS). There are approximately 19 students in credit programs approximately 100 to 200 students who are in noncredit programs, who would be adversely affected by TPS termination. In addition, there are two employees with TPS from countries whose status is being terminated.

The president reported that the College has eight semifinalists in the Jack Kent Cooke Undergraduate Transfer Scholarship competition. This prestigious scholarship makes it possible for the nation's top community college students to complete their bachelor's degrees by transferring to a selective four-year college or university, providing up to \$40,000 per year to each of approximately 45 deserving students selected annually.

Dr. Pollard concluded her report with the announcement that the College was ranked number 12 among best online colleges by BestColleges.com. She recognized the work of the faculty and staff who built and now teach our online programs.

B. *Montgomery College 2020 Annual Report*

The Board watched a video that outlined the current progress of the College's strategic plan, which was launched in 2013. The plan's five themes of educational excellence; access, affordability, and success; economic development; community engagement; and assessment and institutional effectiveness were each highlighted.

C. Chair's Report

Board Chair Knapp opened his report by thanking the members of the Administrator Council, with whom the Trustees met for the fourth Constituent Conversation of the year earlier that evening.

Board Chair Knapp thanked his colleagues who attended the Maryland Association of Community Colleges' Trustee Leadership Conference and Legislative Reception in Annapolis, which took place on January 22.

He reported that last month the county executive had asked the College to help solve the county's shortfall by setting aside \$5.3 million in our budget this year; however, the council's education committee recommended last week that the figure be lowered to \$1.3 million.

Board Chair Knapp concluded his report with an announcement that the Board approved a six-month sabbatical for Dr. Pollard to begin on July 1 and that it has asked Dr. Stephen Cain, chief of staff/chief strategy officer, to serve as acting president while Dr. Pollard is away. Board Chair Knapp closed by saying that that the Board looks forward to giving Dr. Pollard this opportunity to work on planning for the College's future in light of our current needs, and it looks forward to working with Dr. Cain in this role.

8. CONSENT CALENDAR

BR#18-01-001 Personnel Actions Confirmation Report

Trustee Levine moved to approve the consent calendar. Trustee Levey seconded and the motion passed by unanimous vote.

9. POLICY MATTERS

BR#18-01-002 Adoption of Policy 31005–Medical Examinations and Fitness for Duty

BR#18-01-003 Adoption of Policy 51001–Field Trips

BR#18-01-004 Adoption of Policy 69001–Corporate Sponsorships

Trustee Hydorn made a motion to amend proposed policy 31005 by adding that the Board be notified when such fitness exams are handled. Trustee Aparicio Blackwell seconded the motion. The Trustees voted unanimously to accept the amendment.

Trustee Hoffman made a motion to amend proposed policy 31005 by adding that the College will protect the dignity and rights of those employees who are required to undergo the fitness for duty test and that there would be no loss of pay for these individuals. Trustee Levine seconded the motion and the amendment was passed by unanimous vote.

Trustee Hydorn made a motion to approve all three proposed policies, including the newly-amended Policy 31005–Medical Examinations and Fitness for Duty. Trustee Levey seconded the motion, which passed by unanimous vote.

10. CONTRACT CHANGE ORDERS

BR#18–01–005 Contract Change Order, Media Buying Service Provider, Bid 917-008

Trustee Hydorn motioned to approve the resolution for the contract change order for media buying service provider. Trustee Suggs Smith seconded the motion, which passed by unanimous vote.

11. REGULATORY MATTER

BR#18–01–006 Acceptance of the Self-Study for Submission to the Middle States Commission on Higher Education

Trustee Hydorn made a motion to accept the Self-Study report. Trustee Suggs Smith seconded, and the motion passed by unanimous vote.

12. BUDGET MATTER

BR#18–01–007 Adoption of the FY19 Current, Enterprise, and Other Funds Budgets

Trustee Hydorn motioned to approve the FY19 operating budget and Trustee Suggs Smith seconded. The motion passed unanimously.

13. NEW BUSINESS

Trustee Suggs Smith announced the retirement of Dr. Narcissa Polonio, executive vice president of education, research & board leadership services at the Association of Community College Trustees, and expressed gratitude for her service.

14. ADJOURNMENT

Pursuant to Section 3-305 of the General Provisions Article, the board voted to convene a closed session this evening at 7:08 p.m. in room S408 in the Central Services Building to discuss two collective bargaining matters (subsection 9), two legal matters (subsection 7), one privacy matter (subsection 2), and three personnel matters (subsection 1).

On a motion by Trustee Hydorn and a second by Trustee Levine, the board voted unanimously to adjourn at 9:47 p.m.

Signature on file

Michael J. Knapp
Chair, Board of Trustees

Signature on file

DeRionne P. Pollard, PhD
President and Secretary-Treasurer, Board of Trustees

Recorder: Lily Lee
Approved on: February 26, 2018