



BOARD OF TRUSTEES PUBLIC MEETING MINUTES
Montgomery College, Rockville, Maryland
February 26, 2018

1. CALL TO ORDER

The Board of Trustees of Montgomery College met on February 26, 2018, in the Board Room, Central Services Building, Rockville, Maryland. The public meeting was called to order by the chair at 8:37 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 Levey, Trustee
Ms. Marsha Suggs Smith, Trustee
Mr. Benjamin Wu, Trustee

Trustees Absent: Mr. Robert Hydorn, Trustee
Ms. Diyana Kahawita, Student Trustee

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

Resource Staff Present: 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 Aparicio Blackwell moved to approve the agenda; Trustee Brintnall seconded. The agenda was unanimously approved by the Board.

4. COMMENTS PERIOD

Professor Harry Zarin, president of the Montgomery College chapter of AAUP, provided comments on behalf of the union.

5. APPROVAL OF MINUTES

A. January 24, 2018 Closed Session

B. January 24, 2018 Public Meeting

Trustee Levine moved to approve the minutes for the January 24, 2018, closed and public meetings. Trustee Aparicio Blackwell seconded and the minutes were unanimously approved by the board.

6. REPORTS

A. President's Report

Dr. Pollard opened her report with an overview of the Achieving the Dream Conference, which was attended by over 2,000 colleagues from across the nation. She added that several Montgomery College representatives served on panels that covered cooperation among colleges and universities in Maryland as well as open educational resources. Montgomery College conference attendees also had a productive meeting with our ATD coaches while at the conference to prepare for their next visit in April.

Dr. Pollard thanked Trustee Michael Brintnall for attending her last Presidential Dialogue, where she hosted Robert Green, director of the Montgomery County Department of Correction and Rehabilitation. She reported that Montgomery College has served 1,780 inmate learners since taking over the educational program at the county's correctional facility. This program offers GED, ESOL, food safety, and digital literacy, among other classes taught by 11 Montgomery College faculty members.

Dr. Pollard went on to report that earlier in February, a regrettable false active shooter alert was sent to members of the College community. She said that this was the result of human error and apologized for the unfortunate occurrence. She reported that the alert was recognized as an error immediately and clarification messages were sent to the community within a matter of minutes. In addition, changes were made to the reporting system and extra training was held for system administrators.

Dr. Pollard congratulated the women's basketball team, which played in the NJCAA Division III Region 20 Tournament and beat Westmoreland County Community College, 85-66. She added that, in the men's championship game, Montgomery College defeated Prince George's, 73-65.

Dr. Pollard concluded her report with a summary of President's Focus, which spotlighted the topic of facilities and information technology infrastructure. She said that these two areas form the backbone of our activities and that both involve long-range planning that requires us to prepare years, sometimes decades, in advance. Dr. Pollard noted that the College is fortunate to have experts working on our Facilities Master Plan, which provides us with spaces that are responsive to instructional and student needs. In addition, our information

technology networks and devices are constantly evolving, and we have been fortunate to do a pretty good job keeping up with the changes and the needs of our College community.

B. Chair's Report

Board Chair Michael Knapp highlighted recent events, beginning with the Association of Community College Trustees' National Legislative Summit, which took place in Washington, DC. He thanked his colleagues who attended the Summit and recognized Trustees Hydorn, Suggs Smith, and Wu, who serve on ACCT committees. He also thanked Susan Madden and her staff for organizing visits with the offices of US Senator Ben Cardin, US Senator Chris Van Hollen, and Representative Jamie Raskin.

Board Chair Knapp congratulated Dr. Pollard for her testimony before the US Senate Committee on Health, Education, Labor, and Pensions on the topic of improving college affordability. He thanked her for being the voice of community colleges in this space and for representing Montgomery College as she spoke to issues of increasing Pell grant funding to meet the true cost of living in many regions, and painted a new picture of 21st century community college students.

Board Chair Knapp reported that the Board had dinner with members of the College Council at its last Constituent Conversation of the year. He stated that these discussions centered around the theme of "Planning to Plan," and that Dr. Pollard will prepare a report to summarize the themes our participatory governance leaders have expressed, so we can continue to learn from these experiences and use this information in our work.

Board Chair Knapp concluded his report with an overview of the mid-year retreat, which was held on February 2. He thanked Workforce Development & Continuing Education as well as the Student Affairs team for their excellent reports.

C. Committee Chairs' and Liaisons' Reports

i. Community Engagement Committee Report

Trustee Gloria Aparicio Blackwell delivered the Community Engagement Committee report on behalf of Committee Chair Hydorn, who was absent. She thanked Dr. Pollard for her support with the ACCT National Legislative Summit and highlighted her work with the Latino representatives at the conference. Trustee Aparicio Blackwell reported that the Community Engagement Committee met on February 5 and discussed plans for the ACES Advisory Council, received a briefing on the Montgomery College Community Engagement Centers, and heard an update on the status of the PIC MC RISE Zone. She thanked committee members Hoffman, Levey, and Wu for their work on these important topics.

ii. Financial Sustainability Committee Report

Committee Chair Marsha Suggs Smith reported that the Financial Sustainability Committee met on February 5. The committee reviewed the College's second quarter financial report and revenue figures, including tuition, government appropriations, and other revenues such as proceeds from the sale of the Takoma Park/Silver Spring facility that formerly housed the early learning center. Committee Chair Suggs Smith

reported that the committee discussed the role of the compensation/classification efforts and the impacts expected to arise from the change to a market-based compensation program. Committee Chair Suggs Smith thanked her fellow committee members Hydorn, Knapp, and Levine for their work and announced that the next meeting of the Financial Sustainability Committee would be held on April 16.

iii. PIC MC Foundation Board Meeting Report

Trustee Levine explained that the Pinkney Innovation Complex at Montgomery College was envisioned as space at the Germantown Campus to house entrepreneurial businesses where students and faculty could work directly with companies. These companies in turn would aid the economic development of the county.

Trustee Levine reported that the PIC MC Foundation Board met on February 22 at the Medimmune headquarters in Gaithersburg. He gave a status on PIC MC's application for RISE Zone designation and offered context to the economic advantages of such a designation. Trustee Levine went on to state that the PIC MC Foundation Board has selected a well-qualified firm to partner in the development of this project.

D. Fiscal Year 2018 Second Quarter Financial Summary

Dr. Wormack shared several insights into the Second Quarter Financial Summary report for the current fiscal year, beginning with major revenues. She reported that tuition and fees are lower for this reporting period, with total credit hours down 3.5 percent. Dr. Wormack explained that the decrease is mitigated somewhat due to the tuition increase enacted last fiscal year. She went on to say that governmental appropriations increased by \$2.7 million in state and county aid and financial aid is down 2.43 percent compared to last year. Dr. Wormack reported that the College is now seeing the impacts of Pell Grant Lifetime Eligibility use with more students having maximized their total lifetime capacity of that grant, which is a contributing factor to the decrease in financial aid. On the non-operating budget side, Dr. Wormack reported that WDCE has shown an increase in revenue by 7.6 percent due to increased enrollment. Dr. Wormack then brought the Board's attention to expenditure figures, which were previously reviewed by the Board Financial Sustainability Committee. This period's data show that 72 percent of total expenditures was for payroll, with overall growth and expenditures flat compared to the same time last year. She added that the College shows an excess of revenue in the amount of \$3 million over expenditures in the current year so far. Dr. Wormack concluded her report by thanking staff who were involved in its creation and design reformat.

E. Middle State Evaluation Team Visit Information

Middle States Steering Committee co-chairs Dr. Eric Benjamin, Dr. Melissa Gregory, and Professor Tammy Peery presented a timeline of next steps for the accreditation process. Dr. Gregory reported that the Middle States Evaluation Team will arrive on Sunday, March 18, and will be welcomed by the president and Board of Trustees at a reception at 6 p.m. in the CT Building. On Monday, March 19, the evaluation team will tour the Rockville Campus and the Board will meet with the team at 4 p.m. The evaluation team will tour the Germantown and Takoma Park/Silver Spring campuses on Tuesday, March 20, and will hold meetings with various College groups at the team's request. The

evaluation team will hold a presentation at 9 a.m. on Wednesday, March 21, in the Parilla Performing Arts Center at the Rockville Campus, which will be open to the entire College community. Dr. Gregory reported that after the evaluation team's visit, a written report will be sent for Dr. Pollard's review and the commission will meet to take action on the final report in June 2018.

Board Chair Knapp thanked the steering committee co-chairs and recognized the efforts of everyone involved in the reaccreditation process.

7. CONSENT CALENDAR

A. BR#18-02-008 Personnel Actions Confirmation Report

B. Retirement Resolutions

- i. **BR#18-02-009 Retirement of Ms. Karen R. Ambrose**
- ii. **BR#18-02-010 Retirement of Ms. Sherri F. Bokor**
- iii. **BR#18-02-011 Retirement of Professor Charles M. Holland**
- iv. **BR#18-02-012 Retirement of Ms. Linda Y. McMillan**
- v. **BR#18-02-013 Retirement of Ms. Viola Sellman**
- vi. **BR#18-02-014 Retirement of Mr. Lloyd A. White**
- vii. **BR#18-02-015 Award of Bronze Medallion to Professor Randy A. Steiner**

C. BR#18-02-016 Sole Source Award of Contract, Interim Information Technology Leadership Services

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

8. FACILITIES MATTER

BR#18-02-017 Authorization of Execution of Sublease, 15400 Calhoun Place, Rockville, Maryland

Trustee Suggs Smith moved to approve the resolution. Trustee Levine seconded and the motion passed by unanimous vote.

9. AWARD OF CONTRACT

BR#18-02-018 Architectural and Engineering Services for the Math and Science Building at the Takoma Park/Silver Spring Campus, Bid 618-003

Trustee Levey made a motion to approve the resolution with a second by Trustee Suggs Smith. The motion passed by unanimous vote.

10. BOARD MATTER

Schedule of Board Meetings for Fiscal Year 2019

Dr. Pollard presented a draft schedule of Board meetings for the next fiscal year. This information will be brought back in March for action.

11. TRUSTEE COMMENTS

There were no Trustee comments.

12. NEW BUSINESS

There was no new business to come before the Board.

13. 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 one personnel matter (subsection 1) and one collective bargaining matter (subsection 9).

On a motion by Trustee Suggs Smith and a second by Trustee Levine, the board voted unanimously to adjourn at 9:22 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: March 26, 2018