



BOARD OF TRUSTEES OPEN MEETING MINUTES
Montgomery Community College, Rockville, Maryland
March 19, 2012

1. CALL TO ORDER

The Board of Trustees of Montgomery Community College met in open session on March 19, 2012, in the Trustee Board Room in the Mannakee Building, Rockville, Maryland. The open session meeting was called to order by the chair at 8:47p.m.

2. ROLL CALL

Present: Trustees Stephen Kaufman, chair, Reginald Felton, 1st vice chair
Marsha Suggs Smith, 2nd vice chair, Gloria Aparicio Blackwell,
Jonathan Jayes-Green, Leslie Levine, Michael Lin, and Michael Priddy

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

Absent: Trustee Kenneth Hoffman

Resource Staff Dr. Stephen Cain, chief of staff/chief strategy officer

Present: Ms. Arlean Graham, administrative manager, Board of Trustees
Ms. Cathy Jones, senior vice president for administrative and fiscal services
Ms. Paula Matuskey, interim senior vice president for academic affairs
Mr. Rocky Sorrell, general counsel
Dr. Beverly Walker-Griffea, senior vice president for student services

3. APPROVAL OF THE AGENDA

Trustee Felton moved to approve the agenda; Trustee Smith seconded, and the agenda was approved by the Board.

5. MINUTES

Trustee Blackwell moved to approve the minutes of February 6, 16, and 27, 2012, (closed sessions), and the February 27, 2012, open session with a correction that Trustee Levine was absent on February 6. Trustee Smith seconded and the minutes were approved by the Board.

5. COMMENTS PERIOD

There were three speakers for comments, Ms. Kabura Wanjeri, Rockville Campus Student Senate president, and two other students who invited the Board to attend the MC Got Talent Show on April 7.

6. REPORTS

A. President's Report to the Board

Dr. Pollard introduced Dr. Donald Pearl who will be joining the College on April 9, as the senior vice president for academic affairs.

Dr. Pollard noted that her report for the month emphasized wellness for the College Community. She asked the Trustees the following questions:

1. With so many competing obligations and responsibilities, what words or advice do you have for our students and employees that will encourage them to better prioritize their own wellness to ensure success?
2. What innovative suggestions do you have for the College to better address the mental and physical needs of our community?

Trustees' responses focused on participating in competitive athletics; taking vacations; being active; and getting the proper and right amount of food, sleep, and exercise. Additionally, the Trustees agreed that everyone should make wellness a priority and a goal.

B. Chair's Report

Chairman Kaufman reported that the College is in the process of dealing with the budget at the county and state levels. The county executive has recommended maintenance of effort for the College. Chairman Kaufman noted that he was pleased to see the College move forward on the new governance structure and the hiring of a new senior vice president for academic affairs.

C. Campus Updates

Mr. David Capp, vice president of facilities and security, provided a brief report and indicated that Dr. Pollard will lead a team tomorrow for a discussion of the capital improvement program with the county council's Education Committee. The team looks forward to continued good conversations and a recommendation to the full council. Last week Dr. Pollard led a team for a discussion at the state level.

There is a request for proposals for the Bioscience Education Center at the Germantown Campus. The Science East renovation project on the Rockville Campus has paused due to the discovery of additional asbestos, which must be removed before renovation work can continue.

D. Board Committee Reports

I. Audit

Trustee Felton reported on the activities of the audit subcommittee and referred the Board to the written report that was provided in the packet.

II. Budget

Trustee Levine reported that the budget committee discussed the cost to educate, reviewed the details of the operating budget, and said that it was a valuable exercise to look strategically at the budget and what the College wants to accomplish.

III. Electronic Board Packet Alternatives

Trustee Smith reported that the committee is close to recommending a product. There have been demonstrations and a review of the cost savings for moving the Board in this direction.

IV. Life Sciences Park

Trustee Lin reported that the Life Sciences Park consists of three components – the Goldenrod Building, the Life Sciences Education Center, and the Life Sciences Park. The Life Sciences Park Foundation will manage and market new tenants, one of which is Holy Cross Hospital, which is scheduled to be completed in three years.

Chairman Kaufman thanked the chairs and the committees for their work this year.

7. CONSENT CALENDAR

- A. BR# 12-03-017 Personnel Actions Confirmation Report**
- B. BR# 12-03-018 Award of Silver Medallion and Emerita Status to
Ms. Paula D. Matuskey**

On motion to approve the Consent Calendar by Trustee Felton, and second by Trustee Smith, the Board approved the two items on that calendar by unanimous vote.

Dr. Pollard and Chairman Kaufman presented the silver medallion and framed resolution to Ms. Paula Matuskey and thanked her for her many years of service to the College. Ms. Matuskey thanked the Board for the recognition.

8. AWARD OF CONTRACT (COMPETITIVE)

- BR# 12-03-019 Elevator Modernization Phase III, Theater Arts, Rockville Campus**

On motion by Trustee Felton, seconded by Trustee Priddy, the Board approved the award of contract by unanimous vote.

9. ACADEMIC AND REGULATORY MATTERS

- A. BR# 12-03-020 Graduates Receiving the Associate Degree and the One-Year
Program Certificate in Fall 2011**
- B. BR# 12-03-021 Honorary Degree Candidates**

On motion by Trustee Smith, seconded by Trustee Levine, the Board approved the resolutions by unanimous vote.

10. POLICY MATTERS

- A. BR# 12-03-022 Revision to College Policy 61001, Fiscal Control**
- B. BR# 12-03-023 Adoption of College Policy 61007, Intangible Asset Management**

On motion by Trustee Felton, seconded by Trustee Smith, the Board approved the two policies by unanimous vote.

Chairman Kaufman noted that the policies were reviewed and discussed significantly by the Board.

11. BOARD MATTER

Proposed FY13 Board Calendar

Chairman Kaufman asked the Trustees to review the calendar for any conflicts and it would be placed on the April agenda for adoption.

12. NEW BUSINESS

Chairman Kaufman noted that the Board is planning a one-day retreat in June and he will discuss agenda items with Dr. Pollard. There will be a review of anything that remained undone from the last retreat and the Board Office will distribute the notes.

13. ADJOURNMENT

In compliance with the Annotated Code of Maryland, Title 10-508, subject to Chapter 655 of the Laws of 1991, the chair announced that the Board voted unanimously to convene a closed session meeting on March 19, 2012, in room 318 in the Mannakee Building at 7:15 p.m. to receive legal advice on two matters (subsection 7) and to discuss four personnel matters (subsection 1).

On motion by Trustee Smith to adjourn, seconded by Trustee Levine, the motion passed and the meeting adjourned at 9:38 p.m.



Stephen Z. Kaufman
Chair, Board of Trustees



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

Recorder: Arlean B. Graham