



BOARD OF TRUSTEES PUBLIC MEETING MINUTES
Montgomery College, Rockville, Maryland
June 25, 2018

1. CALL TO ORDER

The Board of Trustees of Montgomery College met on June 25, 2018, in the Board Room, Central Services Building, Rockville, Maryland. The public meeting was called to order by the chair at 8:03 p.m.

2. ROLL CALL

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

Trustees Absent: Ms. Gloria Aparicio Blackwell, First Vice Chair

Present Ex-Officio: Dr. DeRionne P. Pollard, President and Secretary-Treasurer
Resource Staff: Dr. Monica Brown, Senior Vice President for Student Affairs
Present: Dr. Stephen D. Cain, Chief of Staff/Chief Strategy Officer
Ms. Nancy Lineman, Office of the General Counsel
Ms. Lily Lee, Manager, Board Operations and Services
Ms. Susan Madden, Chief Government Relations Officer
Dr. Sanjay Rai, Senior Vice President for Academic Affairs
Ms. Donna Schena, Interim Vice President for Administrative and Fiscal Services
Mr. David Sears, Senior Vice President for Advancement and Community Engagement

3. APPROVAL OF THE AGENDA

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

4. COMMENTS PERIOD

There were no speakers to come before the Board.

5. APPROVAL OF MINUTES

A. May 14, 2018 Closed Session

B. May 14, 2018 Public Meeting

Trustee Suggs Smith moved to approve the minutes for the May 14, 2018, closed and public meetings. Trustee Hydorn seconded. The minutes were approved unanimously.

6. REPORTS

A. President's Report

Dr. Pollard opened her report with an update on the county council's final decision on our budget. She reminded the Board of their initial request for an increase of \$4.3 million, all of which supports salaries and benefits. The county executive only recommended an additional \$2 million increase in March, and while we hoped that the county council would consider making up the difference, it decided on an additional \$750,000. The increase in the College's budget is approximately \$1.5 million less than our request. Dr. Pollard expressed her appreciation of the county executive and county council for their continued support of Montgomery College.

Dr. Pollard reported that commencement was a great success and thanked the Trustees for their participation. She added that about 900 students walked across the stage at the ceremony in May; overall during the fiscal year, we had approximately 2,700 graduates. Dr. Pollard reported that a very special graduation also occurred on June 1 at the Montgomery County Correctional Facility, where several dozen inmate-learners were celebrated for earning their GEDs.

She continued her report with an update regarding the math and science building at the Takoma Park/Silver Spring Campus. Dr. Pollard stated that we hosted an ice cream social at the campus and invited community members so they could meet the architects from Smith Group JJR and representatives from LINK Strategic Partners. She reported that the design charrette process will begin in earnest this Thursday, June 28. Dr. Pollard concluded her report with reflections on her upcoming sabbatical and thanked the Board and senior staff members.

B. Chair's Report

Chair Knapp began his report by thanking trustees for their work at the board retreat last Friday, where they discussed a number of key topics as well as preparations for developing the next strategic plan.

He thanked his trustee colleagues again for their exceptional advocacy efforts this year, adding that their engagement has meant so much for our students and the future of the institution.

Chair Knapp concluded his report by encouraging everyone to do their civic duty and vote in the Primary elections, which would be held tomorrow.

C. Liaison's Reports

Chair Knapp delivered the Montgomery College Foundation liaison's report on behalf of Trustee Aparicio Blackwell, who was absent. He reported that as of June 10, the Montgomery College Foundation's MC 2020 \$30 million campaign has reached just under \$21 million and as of May 31, the foundation has awarded \$2.46 million in scholarships, the highest amount ever in foundation history. Chair Knapp thanked Mr. Douglas Firstenberg, who has stepped down after many years of service from the MC Foundation Board of Directors. Chair Knapp announced that the 33rd annual Golf and Tennis Classic will be held Monday, October 22, 2018, at Lakewood Country Club. He concluded his report by thanking Senior Vice President David Sears and the staff of the MC Foundation for all of their hard work and support.

Trustee Levine reported on the Pinkney Innovation Complex at Montgomery College (PIC MC) Foundation Board meeting, which occurred on June 19. Several PIC MC Board members, including Dr. Stephen Cain and Mr. Jim Muir, were recognized for their recent achievements. Executive director, Martha Schoonmaker, reported on current marketing and business development efforts as well as progression of our RISE zone application. The PIC MC Board heard reports from their real estate, treasurer, academic partnerships, and audit/governance committees, as well as status reports from Ms. Margaret Latimer on the Germantown Campus and Mr. David Sears on the Montgomery College Foundation. The evening ended with a reception in honor of outgoing PIC MC Foundation Board chair, Mr. Doug Wrenn, in gratitude for his dedication and service to the College and to the PIC MC Foundation.

7. CONSENT CALENDAR

- A. BR#18-06-039 Personnel Actions Confirmation Report**
- B. BR#18-06-040 Deletion of the Fire Prevention Technology Associate of Applied Science Degree and the Fire Prevention Technology Certificate and the Deletion of the Fire Protection Technology Associate of Applied Science Degree and the Fire Protection Technology Certificate**
- C. BR#18-06-041 Approval of Second Amendment to Washington Suburban Sanitary Commission Lease**
- D. BR#18-06-042 Approval of Annual Status Report of the Capital Improvement Projects and Technical Update to the 2013-2023 Facilities Master Plan for the Maryland Higher Education Commission**
- E. BR#18-06-043 Contract Change Order, Workday Software Implementation and Change Management Services, Bid 916-011**
- F. Policy Matters**
 - i. BR#18-06-044 Adoption of Policy 39003-Protection Against Retaliation**
 - ii. BR#18-06-045 Modification of Policy 34001-Changes in Employee Status**
 - iii. BR#18-06-046 Modification of Policy 39001-College Ombuds**
 - iv. BR#18-06-047 Modification of Policy 61008-Reporting Suspected Fiscal Irregularities or Fraud with Whistleblower Protections**
 - v. BR#18-06-048 Modification of Policy 63001-Procurement**
 - vi. BR#18-06-049 Modification of Policy 77001-College Safety and Security**

G. Retirement Recognitions

- i. **BR#18-06-050 Retirement of Ms. Donna C. Amokomowo**
- ii. **BR#18-06-051 Retirement of Ms. Donna D. Byron**
- iii. **BR#18-06-052 Retirement of Mr. Anthony P. Chiriaco**
- iv. **BR#18-06-053 Retirement and Award of Emeritus Status to Professor Roger Coleman**
- v. **BR#18-06-054 Retirement of Ms. Carmen J. D'Agostino**
- vi. **BR#18-06-055 Retirement of Ms. Rima A. Denham**
- vii. **BR#18-06-056 Retirement of Ms. Lisa R. Fanning**
- viii. **BR#18-06-057 Retirement of Ms. Catherine Galasso-Schwartz**
- ix. **BR#18-06-058 Retirement of Ms. Kimberly J. Kelly**
- x. **BR#18-06-059 Retirement of Mr. Zhongwei Liu**
- xi. **BR#18-06-060 Retirement of Ms. Margaret S. McGreevey**
- xii. **BR#18-05-061 Retirement of Mr. Ernest J. Mitchell**
- xiii. **BR#18-06-062 Retirement of Mr. Thu T. Phung**
- xiv. **BR#18-06-063 Retirement and Award of Emerita Status to Professor Ellen W. Terry**
- xv. **BR#18-06-064 Retirement of Mr. Euriel J. White, Jr.**

H. Award of Medallions

- i. **BR#18-06-065 Bronze Medallion to Ms. Connie Beasley**
- ii. **BR#18-06-066 Bronze Medallion to Dr. Paul A. Lux**
- iii. **BR#18-06-067 Bronze Medallion to Ms. Amina T. Rahman**
- iv. **BR#18-06-068 Bronze Medallion to Ms. Mary J. Staley**
- v. **BR#18-06-069 Bronze Medallion to Ms. Dana Susan Sullivan**
- vi. **BR#18-06-070 Silver Medallion to Professor Laura D. Gardner**
- vii. **BR#18-06-071 Silver Medallion to Professor Anne D. Schleicher**

Trustee Hydorn motioned to remove item I, Award of Medallion to Trustee Diyana Kahawita, from the consent agenda and approve items A through H. Trustee Suggs Smith seconded and the newly-revised consent agenda was approved unanimously.

8. AWARD OF MEDALLION TO TRUSTEE

BR#18-06-072 Bronze Medallion to Trustee Diyana Kahawita

Trustee Hydorn made a motion to approve the Award of Bronze Medallion to Trustee Diyana Kahawita and Trustee Suggs Smith seconded. The resolution was approved unanimously.

9. FACILITIES MATTER

BR#18-06-073 Authorization of Execution of Lease Agreement for Centralized Warehouse Space at 7602, 7604, and 7606 Standish Place, Rockville, Maryland

Trustee Hydorn made a motion to approve the Authorization of Execution of Lease Agreement. Trustee Suggs Smith seconded and the resolution passed unanimously.

10. AWARDS OF CONTRACT

- A. BR#18-06-074 Ultrasound Equipment Lease, Bid 918-009**
- B. BR#18-06-075 Cooling Tower Replacement for the Central Services Building, Bid 618-009**
- C. BR#18-06-076 Information Technology Contracting Services, Bid 518-006**

Trustee Hydorn made a motion to approve the three awards of contract. Trustee Suggs Smith seconded and the resolutions passed unanimously.

11. AWARD OF CONTRACT (SOLE SOURCE)

- BR#18-06-077 Continuation of Banner Enterprise Resource Planning Software Maintenance and Related Support Services**

Trustee Hydorn made a motion to approve the sole source award of contract. Trustee Hoffman seconded and the motion passed unanimously.

12. STUDENT SUCCESS

- BR#18-06-078 Establishment of Student Success Goals for Montgomery College**

Trustee Levey made a motion to approve the resolution to establish student success goals for Montgomery College. With a second from Trustee Hydorn, the motion passed unanimously.

11. REGULATORY MATTER

- BR#18-06-079 Acceptance of the Annual Progress Report of Programs of the Cultural Diversity Plan**

Trustee Hydorn made a motion to accept the Annual Progress Report of Programs of the Cultural Diversity Plan. Trustee Hoffman seconded the motion and the resolution passed unanimously.

12. BUDGET MATTERS

- A. BR#18-06-080 Final Adoption of the FY19 Current, Enterprise, and Other Funds Budgets**
- B. BR#18-06-081 Final Adoption of the FY19 Capital Budget**
- C. BR#18-06-082 Petitions for FY19 State Funding**

Trustee Suggs Smith made a motion to approve the three budget matters. With a second from Trustee Hydorn, the resolutions passed unanimously.

13. COMPENSATION

- BR#18-06-083 Compensation in FY19**

Trustee Hydorn made a motion to approve the Compensation in FY19 resolution and Trustee Suggs Smith seconded. The resolution passed unanimously.

14. BOARD MATTERS

- A. BR#18-06-084 Approval of the FY18 College Annual Report**

Trustee Hydorn made a motion to approve the FY18 College Annual Report and Trustee Levey seconded. The resolution passed unanimously.

B. Election of Board Officers for FY19

Trustee Wu, chair of the Board Officers Nominating Committee, offered the following slate of officers for fiscal year 2019:

- For chair—Michael Knapp
- For first vice chair—Gloria Aparicio Blackwell
- For second vice chair—Dr. Leslie Levine

Having received no nominations from the floor, Trustee Wu entertained a motion to accept the slate of Board officers for FY19.

Trustee Hydorn made a motion to accept the slate of officers as presented by Trustee Wu. Trustee Levey seconded and the motion passed unanimously.

15. TRUSTEE COMMENTS

There were no trustee comments.

16. ADJOURNMENT

Pursuant to Section 3-305 of the General Provisions Article, the board voted to convene a closed session this evening at 6:07 p.m. in room S408 in the Central Services Building to discuss one real estate matter (subsection 3), one personnel and potential litigation matter (subsections 1 and 8), six legal matters (subsection 7), one collective bargaining matter (subsection 9), and one privacy matter (subsection 2).

On a motion by Trustee Levine and a second by Trustee Hydorn, the board voted unanimously to adjourn at 8:47 p.m.

Signature on file

Michael J. Knapp
Chair, Board of Trustees

Signature on file

Stephen D. Cain, PhD
Acting President and Secretary-Treasurer, Board of Trustees

Recorder: Lily Lee
Approved on: September 17, 2018