



**BOARD OF TRUSTEES OPEN MEETING MINUTES**  
**Montgomery College, Rockville, Maryland**  
**September 21, 2015**

**1. CALL TO ORDER**

The Board of Trustees of Montgomery College met in open session on September 21, 2015, in the Board Room, Mannakee Building, Rockville, Maryland. The open session meeting was called to order by the chair at 8:05 p.m.

**2. ROLL CALL**

Trustees Present: Ms. Marsha Suggs Smith, Chair  
Mr. Michael J. Knapp, First Vice Chair  
Ms. Gloria Aparicio Blackwell, Second Vice Chair  
Dr. Kenneth J. Hoffman, Trustee  
Mr. Robert J. Hydorn, Trustee  
Mr. Robert F. Levey, Trustee  
Dr. Leslie S. Levine, Trustee  
Mr. Michael Priddy, Trustee  
Mr. Luis Rosales, Student Trustee  
Mr. Benjamin Wu, Trustee (attended meeting, but arrived after roll call)

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

Resource Staff Present: Dr. Monica Brown, Senior Vice President for Student Services  
Dr. Stephen D. Cain, Chief of Staff/Chief Strategy Officer  
Ms. Arlean Graham, Board Relations Coordinator  
Mr. David Sears, Senior Vice President for Advancement and Community Engagement  
Mr. Rocky Sorrell, General Counsel  
Ms. Sanjay Rai, Senior Vice President for Academic Affairs  
Dr. Janet Wormack, Senior Vice President for Administrative and Fiscal Services

**3. APPROVAL OF THE AGENDA**

Second Vice Chair Aparicio Blackwell moved to approve the agenda; Trustee Hydorn seconded, and 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. June 15, 2015 Closed Session 1**

**B. June 15, 2015 Closed Session 2**

**C. June 15, 2015 Open Session**

Trustee Levine moved to approve the minutes for June closed and open sessions; Second Vice Chair Aparicio Blackwell seconded. The minutes were unanimously approved by the Board.

**6. OATH OF OFFICE**

The deputy clerk of court in Rockville provided a ceremonial oath of office for the Trustees.

**7. RECOGNITION**

**BR# 15-09-073 Award of Silver Medallion and Emeritus Status to Trustee Reginald M. Felton**

On motion to approve the above resolution by First Vice Chair Knapp, and a second by Second Vice Chair Aparicio Blackwell, the Board approved the above resolution by unanimous vote.

Dr. Pollard provided comments and thanked Mr. Felton for being present to receive his honor. She noted that the resolution captured his service to the Board, the College, and the community, and read several items from the preamble.

First Vice Chair Knapp thanked Mr. Felton for his service to the community and to education. He noted that his commitment to the core mission of the College, his leadership, and expertise have benefited many students.

Second Vice Chair Aparicio Blackwell thanked Mr. Felton for his guidance and counsel upon her arrival on the board, and for his friendship.

**8. REPORTS**

**A. President's Report**

Dr. Pollard welcomed the Trustees back to a new fiscal year with a special welcome to the three new trustees, Mr. Robert Hydorn, Mr. Robert Levey, and Mr. Luis Rosales.

Dr. Pollard provided her report on the concept of guided pathways. She noted that the book published by Thomas Bailey, the director of the Community College Research Center at Columbia University, has captured the national dialogue about community colleges this year: *Redesigning America's Community Colleges: A Clearer Path to Student Success*. She noted that all College administrators read the book over the summer along with many others, and now the Trustees have the book as well. It was distributed to them at the retreat.

Dr. Pollard reported that her written reports this year will be based on the themes in the book as we apply the ideas to Montgomery College.

The overarching theme is pathways, specifically the ideal of "guided pathways." Dr. Pollard outlined several questions and highlighted challenges and opportunities for educational pathways at the College.

Dr. Pollard then highlighted items for the September edition of the College Bulletin that

recognized faculty, staff, and students for their service to the College and the community.

Chair Smith thanked Dr. Pollard for her report.

Trustees thanked Dr. Pollard for her report and their comments focused on how to effectively evaluate community colleges' efforts, how to help students achieve, how to meet students where they are, and how to begin preparing students for college as early as elementary school.

## **B. Chair's Report**

Trustee Smith welcomed the new trustees, the returning members, and the College community to the new academic year. She recognized the officers and thanked Trustee Knapp for organizing an excellent retreat for the Board earlier in the month. Trustee Smith's report highlighted leadership, specific board business related to board meetings, the state's open meeting law, an announcement of the board ad hoc committees and Trustee liaisons, the direction of Board Perspectives, and recent activities of the board. The recent activities included a four-day institute for trustees offered by the Association of Community College Trustees, trustee orientation for the new board members, and the fall retreat that was held September 11 and 12.

## **9. PRESENTATION Rebranding and Web Re-design**

Dr. Pollard introduced Mr. Ray Gilmer, vice president of communications, and noted the importance of the College's website and the importance of being responsive to new technologies.

Mr. Gilmer provided a presentation and noted the need to refresh the College brand and website.

Trustees' comments and questions focused on the placement of information, reducing the amount of information and pages, color, and site access.

## **10. CONSENT CALENDAR BR# 15-09-074 Personnel Actions Confirmation**

On a motion to approve the consent calendar by Second Vice Chair Aparicio Blackwell, and a second by Trustee Hydorn, the Board approved the consent calendar.

## **11. AWARD OF CONTRACT (SOLE SOURCE) BR# 15-09-075 Continuation of Sole Source Award of Contract, Touchnet Commerce Management System, Cashiering Services Module and Professional Services**

On a motion to approve the resolution by Trustee Hydorn, and a second by Trustee Hoffman, the Board approved the resolution by unanimous vote.

## **12. BUDGET MATTERS**

**BR# 15-09-076 Operating Fund Functional Transfer for FY15**

**BR# 15-09-077 Capital Budget Fund Transfer – Rockville Science East Building  
Renovation Project to the Collegewide Site Improvements Project**

On a motion to approve the resolutions by Trustee Hydorn, and a second by Trustee Hoffman, the Board approved the resolutions by unanimous vote.

## **13. ACADEMIC AND REGULATORY MATTERS**

**BR# 15-09-078 Acceptance of 2015 MHEC Performance Accountability Report**

**BR# 15-09-079 Graduates Receiving the Associate Degree and the Program Certificate  
in Summer 2015**

**BR# 15-09-080 Affirmation of Poll of Board of Trustees, Acceptance of Annual Progress  
Report on Programs of Cultural Diversity Plan**

On a motion to approve the resolutions by First Vice Chair Knapp, and a second by Trustee Hydorn, the Board approved the resolutions by unanimous vote.

Dr. Cain provided brief remarks on the Performance Accountability Report (PAR) and introduced Dr. Bob Lynch, director of institutional research and effectiveness, who provided additional information.

Dr. Lynch shared some highlights from the PAR and indicated that the College is doing well on a number of indicators and noted that four indicators looked at quality and effectiveness. He reviewed several of the indicators, discussed setting benchmarks, and discussed targets that were and were not met for the College.

Trustees' comments focused on the socioeconomic status of students and the College Student Success Score Card.

## **14. FACILITIES MATTER**

**BR# 15-09-081 Response to City of Rockville's Mandatory Referral Conditions, Rockville  
Campus Student Services Center Project, Application STP2016-00263**

On a motion to approve the resolution by Trustee Hydorn, and a second by First Vice Chair Knapp, the Board approved the resolution.

Dr. Wormack commented on forestation and noted that the College was not charged any type of fee for the removal of trees.

Trustees' comments focused on the impressive work that has been done and the College's engagement with the city.

Dr. Pollard noted that the College has an impressive record of interaction and engagement with the city. She noted that College groups engage with the city through various entities and social activities. She said it is very important for the College to stay connected with the community.

## **15. POLICY MATTERS**

**BR# 15-09-082 Policy Modification: 31001—Sexual Misconduct**

**BR# 15-09-083 Policy Modification: 75001—Use of Facilities**

**BR# 15-09-084 Policy Retirement: 75002—Restrictions on Use of Facilities**

On a motion to approve the resolutions by First Vice Chair Knapp, and a second by Trustee Hydorn, the Board approved the resolutions.

**16. NEW BUSINESS**

Second Vice Chair Aparicio Blackwell announced that she and Dr. Cain are members of the 2016 Leadership Montgomery class.

**17. TRUSTEE ANNOUNCEMENTS**

There were no announcements.

**18. 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 September 21, 2015, in room 318, Mannakee Building, Rockville, Maryland, at 7:10 p.m. to discuss a personnel matter (subsection 1), three facilities matters (subsection 3), and five legal matters (subsection 7).

On a motion by Trustee Hydorn, and a second by First Vice Chair Knapp, the Board voted unanimously to adjourn at 9:40 p.m.

Signature on file

Marsha Suggs Smith  
Chair, Board of Trustees

Signature on file

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

Recorder: Arlean Graham