



BOARD OF TRUSTEES OPEN MEETING MINUTES
Montgomery College, Rockville, Maryland
October 17, 2016

1. CALL TO ORDER

The Board of Trustees of Montgomery College met in open session on October 17, 2016, in the Board Room, Mannakee Building, Rockville, Maryland. The open session meeting was called to order by the chair at 8:00 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

Absent:

Ms. Michelle Menendez, Student Trustee
Mr. Michael Priddy, 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, Acting General Counsel
Ms. Arlean Graham, Board Relations Coordinator
Dr. Sanjay Rai, Senior Vice President for Academic Affairs
Ms. Nancy Nuell, Acting 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 Levey 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. September 19, 2016 Closed Session

B. September 19, 2016 Open Session

Trustee Levey moved to approve the minutes for September 19, 2016, closed and open sessions; Trustee Hoffman seconded. The minutes were unanimously approved by the Board.

6. TRIBUTES

A. BR# 16-10-111 Mr. Timothy A. Phillips

B. BR# 16-10-112 Dr. Gail A. Reichert

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

Dr. Mark Carmody provided comments on behalf of Mr. Timothy A. Phillips, and Ms. Carol Burbage provided remarks on behalf of Dr. Gail A. Reichert. Dr. Pollard presented the tributes to family members.

7. RECOGNITION

Ms. Grace Spence, president, and Mr. M. Farook Sait, conference chair, of the Federal Asian Pacific American Council presented a recognition award to the College for its work in the community.

Dr. Pollard and Chair Smith thanked Ms. Spence and Mr. Sait for their remarks and thanked the Federal Asian Pacific American Council for the recognition.

8. CONSENT AGENDA

- A. BR# 16-10-114 Adoption of New Policy 76001–Acquisition, Sale, and Disposal of College Real Property**
- B. BR# 16-10-115 Modification of Policy 41003–Student Cumulative Records**
- C. BR# 16-10-116 Modification of Policy 67001–Maintenance of Unreserved Fund Balance**
- D. BR# 16-10-117 Personnel Actions Confirmation Report**
- E. BR# 16-10-118 Award of Silver Medallion to Dr. Clarice A. Somersall**
- F. BR# 16-10-119 Ms. Victoria M. Billings**
- G. BR# 16-10-120 Ms. Shannye W. Carroll**
- H. BR# 16-10-121 Ms. Eleanor H. Diggs**
- I. BR# 16-10-122 Mr. Michael J. Dunn**
- J. BR# 16-10-123 Mr. Lee H. France**
- K. BR# 16-10-124 Dr. Dan F. Gutwein**
- L. BR# 16-10-125 Ms. Cathleen B. Kwolek**
- M. BR# 16-10-126 Dr. Betty J. McLeod**
- N. BR# 16-10-127 Mr. Richard B. Morrow**
- O. BR# 16-10-128 Ms. Cynthia Y. Orelli**
- P. BR# 16-10-129 Ms. Cynthia E. Persicketti**
- Q. BR# 16-10-130 Mr. Steven R. Preston**

- R. BR# 16-10-131 Mr. Gilberto A. Silcott**
- S. BR# 16-10-132 Ms. Andrea Silvestre**
- T. BR# 16-10-133 Professor Diana M. Thomas**

On a motion to approve the consent calendar by Trustee Hoffman, and a second by Trustee Hydorn who requested that the consent agenda item, Award of Contract, Landmark Gateway Signage, Rockville Campus, be removed from the agenda and acted upon separately. The Board approved the revised consent agenda.

9. AWARD OF CONTRACT

BR# 16-10-113 Award of Contract, Landmark Gateway Signage, Rockville Campus

On a motion to approve the above resolution by Trustee Hoffman, and a second by First Vice Chair Aparicio Blackwell, the Board approved the resolution. Trustees Hydorn and Levine voted against the award of contract.

Trustee Hydorn noted that he was not comfortable with the vendor doing sign work, and Trustee Levine noted that the award was too much money for a sign.

Mr. John McLean, interim vice president of facilities and security, provided comments and noted that the bulk of the work for the project was basic construction activity and that the cost was similar to the other gateway projects planned and previously approved by the Board for the campuses.

10. REPORTS

A. President's Report

Dr. Pollard commented on the World of Montgomery event hosted by the College yesterday on the Rockville Campus. It was the second year for the College to host the event and a great opportunity to welcome our neighbors to one of our campuses.

Dr. Pollard's written report focused on the impacts of changes at the College in the last five years with shifts in strategy, culture, and the student experience. She noted that much of these can be traced to the strategic reorganization of Academic Affairs, Student Affairs, and the creation of the Montgomery College Life Sciences Park Foundation.

The President's Focus report examined how these changes have impacted the student experience. Under the One College model, students now have a more consistent experience across the College and faculty are engaging with a common collegewide effort to find new ways to improve student success and completion. Additionally, the creation of the Montgomery College Life Sciences Park Foundation is enabling the College to partner in new ways with private industry, which creates new learning opportunities for students.

Dr. Pollard shared a brief video that elaborated on these changes and their impacts.

B. Chair's Report

Chair Smith thanked Second Vice Chair Aparicio Blackwell and Trustees Hoffman, Hydorn, Priddy, and Wu for joining her and Dr. Pollard at the Association of Community College

Trustees' (ACCT) Leadership Congress earlier this month. She noted that they, along with Dr. Pollard and College staff, presented on the topics of developmental education, effective governance, and the Milestones Moments project. She congratulated Trustee Wu on his election as chair of ACCT's Diversity Committee.

Chair Smith thanked First Vice Chair Knapp, Second Vice Chair Aparicio Blackwell, and Trustees Hoffman and Levey for joining her, the Board of Education, and the Universities of Shady Grove (USG) Board of Advisors in welcoming Dr. Jack Smith to his new role as the superintendent of Montgomery County Public Schools.

Trustees shared reports on their efforts on behalf of the College since the last board meeting. Second Vice Chair Blackwell reported that she attended the World of Montgomery event, enjoyed the ACCT Congress, participated in a radio talk show, and attended the Sergio Menendez concert. Trustee Levey commented on his professorship experience in talking about Montgomery College with Chinese students auditing his course. Trustee Hoffman reported that the ACCT Congress was a great learning experience. Trustee Hydorn commented on the Montgomery College Golf and Tennis Classic reception and his experiences at the ACCT Congress. First Vice Chair Knapp invited everyone to attend the USG groundbreaking ceremony on Wednesday for a new building. Chair Smith reported that the Board met with the Faculty Council earlier in the evening, played the Finish Line game from Achieving the Dream, and had an engaging conversation about it with participants.

C. Middle States Self-Study Update Report

Dr. Cain provided a brief update on the Middle States Self-Study and introduced the Self-Study Steering Committee co-chairs, Dr. Melissa Gregory and Professor Tammy Peery.

Dr. Gregory and Professor Peery reported that in June the Middle States Commission on Higher Education (MSCHE) accepted the College's Self-Study design with many positive comments. With feedback from the Commission, the steering committee is prepared to work on researching and composing the Self-Study. MSCHE cited areas of importance, including Workforce Development & Continuing Education, the General Studies program and its overall rigor, assessment, and data on completion.

Dr. Gregory and Professor Peery provided an update on the process of the Self-Study to include meetings with governance councils, documentation collection, conducting interviews, listening to the College community, upcoming deadlines, and the timeline through summer 2018 when the MSCHE reviews the report and takes accreditation action.

A video on "Find Yourself in the Standards" was presented.

11. BUDET MATTER Proposed FY18 Biennial Capital Budget Request

Dr. Wormack provided remarks on the proposed FY18 biennial capital budget request, highlighted the information technology request, and introduced Mr. John McLean, interim vice president of facilities and security.

Mr. McLean highlighted current projects to include the Rockville Campus garage, Science West renovation, Rockville Student Services Center, Germantown Science and Applied Studies

building renovation, and Takoma Park/Silver Spring Math & Science Center.

Mr. McLean reviewed the FY18 capital budget, noted that the FY18 request is for \$38.5 million, and provided the timeline for approval by the county council and county executive.

12. ENVISIONING THE FUTURE

SWOT Analysis for Financial Sustainability

Chair Smith introduced the financial sustainability analysis as one of the topics central to the future of the College. She noted that this fall the Board will be listening and learning through SWOT analyses—a look at strengths, weaknesses, opportunities, and threats.

Dr. Pollard noted her appreciation to the Board for this courageous work and the opportunity to reflect on the College's long-term future. Dr. Pollard asked Dr. Wormack to present the Financial Sustainability SWOT Analysis.

Dr. Wormack presented the financial sustainability SWOT and reviewed aspects through four lenses of the analysis: resources, organizational effectiveness, infrastructure, and market competitiveness. She reviewed the ranges of strengths for the institution, its weaknesses, opportunities, and threats for each lens. Dr. Wormack reviewed work that is already in progress to include financial projection and business model plan, technology master plan, facilities master plan, and human resources master plan. Dr. Wormack concluded the presentation with a review of recommended goals.

13. NEW BUSINESS

There was no new business to come before the board.

14. 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 October 17, 2016, in room 318 of the Mannakee Building, Rockville, Maryland, at 7:05 p.m. to discuss a collective bargaining matter (subsection 9), three legal matters (subsection 7), and a safety and security matter (subsection 10).

On a motion by Trustee Levey, and a second by Trustee Hydorn, the Board voted unanimously to adjourn at 10:00 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