



**BOARD OF TRUSTEES OPEN MEETING MINUTES**  
**Montgomery College, Rockville, Maryland**  
**October 21, 2013**

**1. CALL TO ORDER**

The Board of Trustees of Montgomery College met in open session on October 21, 2013, in the Trustee Board Room, Mannakee Building, Rockville, Maryland. The open session meeting was called to order by the chair at 8:26 p.m.

**2. ROLL CALL**

Trustees Present: Mr. Stephen Z. Kaufman, Chair  
Mr. Reginald M. Felton, First Vice Chair  
Ms. Marsha Suggs Smith, Second Vice Chair  
Ms. Gloria Aparicio Blackwell, Trustee  
Dr. Kenneth H. Hoffman, Trustee  
Mr. Michael J. Knapp, Trustee  
Dr. Leslie S. Levine, Trustee  
Mr. Michael D. Priddy, Trustee  
Mr. Alexander G. Stone, Student Trustee  
Mr. Benjamin Wu, 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  
Ms. Lily Lee, Board Relations Coordinator  
Dr. Donald M. Pearl, Senior Vice President for Academic Affairs  
Mr. David Sears, Senior Vice President for Advancement and Community Engagement  
Mr. Clyde H. Sorrell, General Counsel  
Dr. Beverly Walker-Griffa, Senior Vice President for Student Services  
Dr. Janet Wormack, Interim Senior Vice President for Administrative and Fiscal Services

**3. APPROVAL OF THE AGENDA**

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

**4. COMMENTS PERIOD**

There were no speakers for the comments period

**5. APPROVAL OF MINUTES**

- A. September 23, 2013 Closed Session**
- B. September 23, 2013 Open Session**

Trustee Felton moved to approve the minutes for September 23, 2013 closed and open sessions. Trustee Smith seconded. The minutes were unanimously approved by the Board.

## **6. REPORTS**

### **A. President's Report**

Dr. Pollard gave her report in two parts: background information on the FY15 operating budget and the financial report for the first quarter of FY14.

In part one, Dr. Pollard reported that the budget process supports alignment with the goals of the strategic plan, as well as with the current fiscal environment. The bulk of the College's resources in FY15 will be devoted to three primary areas: educational excellence, student success and completion, and community engagement.

Trustee comments focused on several areas, including the cost to educate model, positioning the College for the future, and setting priorities to center around student success.

In part two of her report, Dr. Pollard summarized the financial picture for the first quarter of FY14. She explained that timing played a large role in the financial figures, which show the impact of grants that were awarded early this year. Overall, revenue exceeds expenditure, while enrollment and tuition revenue are down.

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

Board Chair Kaufman reported that this would be his last meeting and he would submit a letter of resignation to the Governor at the end of October. He noted that it has been an honor and a privilege to serve the College during a time of transformation and thanked the Board for its support.

### **C. Report of the 2013 ACCT Leadership Congress**

Trustee Smith reported that she and Trustees Blackwell, Levine, Stone, and Wu, attended the 2013 ACCT Leadership Congress in October. She, along with Trustee Blackwell, Dr. Pollard, Dr. Cain, and Dr. Stewart, gave a presentation on how to create and implement a participatory governance system, which was very well-attended.

### **D. Facilities Committee Report**

Trustee Knapp reported that the facilities committee met in September to review options for a central services building. The committee agreed to continue discussions and come back with recommendations, possibly in late spring or summer.

Board Chair Kaufman encouraged the facilities committee to consider external partnerships for future facilities projects.

## **7. CONSENT CALENDAR**

### **BR# 13-10-107 Personnel Actions Confirmation**

On motion to approve the consent calendar by Trustee Felton, and a second by Trustee Knapp, the Board approved the consent calendar by unanimous vote.

## **8. ACADEMIC AND REGULATORY MATTER**

### **BR# 13-10-108 Acceptance of the 2013 Performance Accountability Report**

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

## **9. LEGAL MATTER**

### **BR# 13-10-109 Dissolution and Transfer of the College's Other Post Employment Benefits Trust**

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

## **10. BUDGET MATTER**

### **Presentation of the FY15 Capital Budget**

Dr. Pollard provided background information on the proposed FY15 capital budget.

Dr. Janet Wormack, Dr. Dewey Yeatts, and Mr. John McLean provided highlights of the budget and answered trustee questions regarding information technology projects, community input during the budget planning process, and deferred maintenance of College infrastructure.

## **11. BOARD MATTER**

### **A. Trustee and Board Self-Reflection and Evaluation for FY13**

Board Chair Kaufman asked the Trustees what techniques the Board should consider for future evaluations.

Trustee comments focused on augmenting the Board's role in student success and looking to other institutions of higher education for ideas on how to improve the self-evaluation instrument and process.

### **B. Election of Board Officers for FY14**

The Board elected the following officers for FY14: Trustee Felton, Chair; Trustee Smith, First Vice Chair; Trustee Knapp, Second Vice Chair.

Trustee Blackwell made a motion to have the voting ballots kept in the office of the chief of staff/chief strategy officer for one week and to be destroyed after that time. The motion was seconded by Trustee Smith, and the Board approved the motion by unanimous vote.

## **12. NEW BUSINESS**

Trustee Smith distributed materials from the 2013 ACCT Leadership Congress.

## **13. TRUSTEE ANNOUNCEMENTS**

Dr. Pollard presented Board Chair Kaufman with a gift to thank him for his service to the College.

#### **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 on October 21, 2013, in room 318, Mannakee Building, Rockville, Maryland, at 7:15 p.m. to discuss two legal matters (subsection 7) and a collective bargaining matter (subsection 9).

On motion by Trustee Felton to adjourn, and a second by Trustee Smith, the Board voted unanimously to adjourn at 10:45 p.m.

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Stephen Z. Kaufman  
Chair, Board of Trustees

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

Recorder: Lily Lee