



BOARD OF TRUSTEES OPEN MEETING MINUTES **Montgomery College, Rockville, Maryland** **November 14, 2016**

1. CALL TO ORDER

The Board of Trustees of Montgomery College met in open session on November 14, 2016, in the 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: 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
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 Hydorn moved to approve the agenda; Trustee Hoffman 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. October 17, 2016 Closed Session

B. October 17, 2016 Open Session

Trustee Hydorn moved to approve the minutes for October 17, 2016, closed and open sessions; Trustee Hoffman seconded. The minutes were unanimously approved by the Board.

6. CONSENT AGENDA

- A. BR# 16-11-134 Personnel Actions Confirmation Report**
- B. BR# 16-11-135 Expected Graduates Receiving the Certificate or Associate's Degree in Fall 2016**
- C. BR# 16-11-136 National and State of Maryland Designated Awareness Days and Months for 2017**

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

7. REPORTS

A. President's Report

Dr. Pollard provided comments on the national elections and the College's spirit week celebrations.

Dr. Pollard commented on her written report, which focused on the College's participatory governance system. She noted that the College transitioned from a system of shared governance to one of participatory governance in 2011. The change now includes groups that weren't represented in the previous system. Dr. Pollard reported that the change has brought more advisory voices to the table, created a discursive environment that is more inclusive, and community members in different positions at the College can turn to the governance system to suggest changes in policy or to give feedback to the administration about the direction of the institution.

Dr. Pollard shared a brief video about the College's participatory governance system.

B. Chair's Report

Chair Smith reported on the recent Montgomery College Foundation Board meeting, the constituent conversation with students this evening, and a recent community awards event. She thanked First Vice Chair Knapp and Trustees Levey, Levine, and Wu for attending the October 28 legislative breakfast with her.

Trustees shared reports on their efforts on behalf of the College since the last board meeting. Second Vice Chair Blackwell provided a report on the Educational Excellence Committee, Trustee Levine provided a report on the Financial Sustainability Committee, Trustee Wu provided a report on the Community Engagement Committee, and Trustee Hydorn reported that he has been appointed to the Advocacy Committee of the Association of Community College Trustees.

C. Update on College Communications Plan

Mr. Ray Gilmer, vice president of communications, provided a report on the College's communications plan. He reviewed a PowerPoint presentation on the College's new brand launch, tagline, campus signage, advertising venues and media, future marketing efforts, the College website, and the virtual tour located on the website.

Trustees' comments focused on the new search engine, MCTV HDTV's sight, iPad compatibility with the website, the excellent enhancements, and the incorporation of WD&CE.

8. BUDGET MATTER

BR# 16-11-137 Adoption of FY18 Capital Budget

Trustee Levine moved to approve the FY18 capital budget. Trustee Hydorn offered an amendment to remove the word "artificial" in the last sentence on page 15 of the capital budget document. Trustee Hoffman provided a second to the amendment. Trustee Wu provided a second to the motion and the Board unanimously adopted the FY18 capital budget.

9. ENVISIONING THE FUTURE

SWOT Analysis of Educational Excellence as Measured by Student Success and Completion

Chair Smith introduced the topic of educational excellence as measured by student success and completion analysis as one of the central topics key 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 Drs. Brown and Rai to present the educational excellence SWOT analysis.

Drs. Brown and Rai presented a PowerPoint presentation and reviewed the ranges of strengths for the institution, its weaknesses, opportunities, and threats through the lenses of resources, organizational effectiveness, infrastructure, and market competitiveness. Drs. Brown and Rai noted that documents such as *Montgomery College 2020*, the Student Success Score Card, and the Academic Master Plan will be used as guiding documents for the work. Drs. Brown and Rai concluded the presentation with a review of work that is already in progress in Academic Affairs and Student Affairs.

Trustees' comments focused on the cost of an education at Montgomery College as a threat, examination of strengths and weaknesses from inside of the College, and opportunities and threats more from outside of the College, and utilization of the information for the annual report.

10. NEW BUSINESS

There was no new business to come before the board.

11. 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 November 14, 2016, in room 318 of the Mannakee Building, Rockville, Maryland, at 7:16 p.m. to discuss a collective bargaining matter (subsection 9) and a personnel matter (subsection 1).

On a motion by Trustee Hydorn, and a second by Second Vice Chair Blackwell, the Board voted unanimously to adjourn at 10:12 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