



**BOARD OF TRUSTEES OPEN MEETING MINUTES**  
**Montgomery College, Rockville, Maryland**  
**December 15, 2014**

**1. CALL TO ORDER**

The Board of Trustees of Montgomery College met in open session on December 15, 2014, in the Board Room, Mannakee Building, Rockville, Maryland. The open session meeting was called to order by the chair at 9:05 p.m.

**2. ROLL CALL**

Trustees Present: Mr. Reginald M. Felton, Chair  
Ms. Marsha Suggs Smith, First Vice Chair  
Mr. Michael J. Knapp, Second Vice Chair  
Dr. Kenneth H. Hoffman, Trustee  
Dr. Leslie S. Levine, Trustee  
Mr. Michael Priddy, Trustee  
Mr. Carlos Mejia-Ramos, Student Trustee  
Mr. Benjamin Wu, Trustee

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

Absent: Ms. Gloria Aparicio Blackwell, Trustee

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

**3. APPROVAL OF THE AGENDA**

Trustee Mejia-Ramos moved to approve the agenda; First Vice Chair Smith seconded, and the agenda was unanimously approved by the Board.

**4. APPROVAL OF MINUTES**

- A. November 10, 2014 Closed Session**
- B. November 10, 2014 Open Session**

Trustee Hoffman moved to approve the minutes for November closed and open sessions; Trustee Mejia-Ramos seconded. The minutes were unanimously approved by the Board.

## **5. COMMENTS PERIOD**

There were no speakers to come before the Board.

## **6. REPORTS**

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

Dr. Pollard provided a report that focused on recent College activities, including the visit to the College by US Secretaries Tom Perez and Penny Pritzker last week; the county's Sister Cities mission trip to India; the naming of Professor Kenyatta Rogers as the Maryland Professor of the Year; stories from the College Bulletin; as well as comments about her written President's Focus report on closing the achievement gap.

US Secretary of Labor Tom Perez and US Secretary of Commerce Penny Pritzker visited the Germantown Campus last week and toured a cyber lab and classrooms, visited with students and faculty, and participated in a panel discussion. Their visit provided an opportunity to thank them in person for the \$15 million Trade Adjustment Assistance Community College and Career Training grant awarded to a consortium led by the College. Dr. Pollard thanked the Trustees who attended, and members of the College community who worked long hours to make the visit a success.

Dr. Pollard reported that a College delegation accompanied the county executive and a county delegation to India as part of its Sister Cities program last month. The College had the opportunity to renew existing partnerships and established new ones as well, include signing a memorandum of understanding with OP Jindal Global University.

Dr. Pollard reported that the College is very proud of Professor Kenyatta Rogers, who was named Maryland Professor of the Year by the Carnegie Foundation for the Advancement of Teaching and the Council for the Advancement and Support of Education. The College will honor Professor Rogers appropriately in the coming months.

Dr. Pollard highlighted befitting stories of caring, sharing, and giving in the spirit of the season from the College Bulletin. From the men's basketball team reading books and playing basketball with kindergartners to faculty and staff teaching the kindergartners how to write poetry, explore art through origami, and how to enjoy the magic of chemistry. Employees participated in the Fifth Annual Employee Arts and Crafts Fair in mid-November where they raised money for the Emergency Book Fund for our students.

Dr. Pollard's continued focused on closing the achievement gap in her monthly written Focus report took a look at best practices in schools and colleges that are making progress in closing the achievement gap. They are turning the negative connotations of an "achievement gap" into a story of student equity and success. Dr. Pollard reported that some best practices in public schools include detracking, using data to drive individualized and personalized interventions and services, changing curriculum to increase student equity and success, and retention of quality teachers. Dr. Pollard reported that efforts to close the achievement gap are also being made in higher education, and include college readiness protocols, support outside of the classroom, collegewide focus on student success, and a highly structured approach to technology.

## **C. Chair's Report**

Trustee Felton shared his report with the Board. He reported that he provided testimony to the Montgomery County delegation joint priorities on November 19 to ask for continued support for the College, thanked Trustees who attended and the College for supporting the Executive's Ball, and noted that the College hosted a reception for the Montgomery County delegation on December 8 prior to the house delegation bi-county bill hearing and thanked the Trustees who attended.

The Board finished the year by joining the Universities at Shady Grove Board of Advisors at its annual retreat on December 10 where the theme was "The Future Workforce and Skills Needed for the Years Ahead." Trustees attended the Committee for Montgomery's Annual Legislative Breakfast, and the Budget and Finance Committee held its final meeting for the year.

Trustee Levine, chair of the Board's Budget and Finance Committee, provided brief comments on the FY16 budget proposal.

## **7. CONSENT CALENDAR**

### **BR# 14-12-164 Personnel Actions Confirmation**

On a motion to approve the consent calendar by Second Vice Chair Knapp, and a second by Trustee Mejia-Ramos, the Board approved the consent calendar by unanimous vote.

## **8. POLICY MATTERS**

### **A. BR# 14-12-165 Sexual Misconduct Policy**

On a motion to approve the resolution by First Vice Chair Smith, and a second by Trustee Mejia-Ramos, the Board approved the resolution by unanimous vote.

Dr. Pollard provided background information and noted that this is a national issue.

Trustees commented on domestic violence and how it can be sexual in nature, and noted that there may be a need for other policies on misconduct that are not sexual in nature.

### **B. Involuntary Withdrawal Policy**

Trustee Levine moved to defer the policy until January, Trustee Hoffman seconded, and the Board agreed to place the Involuntary Withdrawal Policy on the January agenda by unanimous vote.

Trustees' comments focused on the Student Code of Conduct policy and how this policy could be incorporated into it. Trustee Felton asked Trustees to submit comments and suggested wording to him that he would forward to Dr. Pollard.

## **9. AWARDS OF CONTRACT (COMPETITIVE)**

### **BR# 14-12-166 Establishments of Consultant Contract List for Architectural and Engineering Design Services for Three Campus and Leased Facilities**

### **BR# 14-12-167 Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant Program Evaluation Services**

On a motion to approve the resolution by Second Vice Chair Knapp, and a second by Trustee Levine, the Board approved the resolution by unanimous vote.

**10. AWARD OF CONTRACT (SOLE SOURCE)  
BR# 14-12-168 Germantown Bioscience Change Orders**

On a motion to approve the resolution by First Vice Chair Smith, and a second by Trustee Mejia-Ramos, the Board approved the resolution by unanimous vote.

**11. REGULATORY MATTER  
BR# 14-12-169 Acceptance of the Montgomery College Audited Financial Statements for  
June 30, 2014, and 2013**

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

**12. BUDGET MATTER – Presentation of the FY16 Operating Budget**

Dr. Pollard provided brief remarks by thanking the budget team for their work, noted that the College is setting forth its best thinking at this point in time, meetings continue to be held on student completion and closing the achievement gap, and the need for the College to be flexible and agile.

Mr. Robert Preston, vice president of management and budget, provided a presentation on the proposed FY16 Operating Budget. He laid out the presentation with an overview of strategic planning, budgeting, and assessment; budget factors affecting current fund; budget assumptions and trends; *Montgomery College 2020* and the president's initiatives; the proposed FY16 Current Fund Budget; other funds initiatives and budgets; the total FY16 budget; FY17 and FY18 budget outlook; and provided next steps in finalizing the budget.

Mr. Preston noted that there would be shortfalls in the state and county. He reported that the FY16 budget request, as currently drafted, would represent an increase of \$11.8 million over the current year's budget.

Dr. Pollard commented on the fiscal condition of the county, collective bargaining negotiations, economic development plans, and closing the achievement gap plans. She noted that compensation requests would be evolving over the next few months.

Trustees' comments focused on the need to have different plans in place, jobs in the community, transportation via a rapid bus transit system, work on messaging, growth in salaries, and balancing the needs of the College. Additionally, it was noted that the College has crafted a sensible budget as it is uniquely situated and can show an immediate return on investment.

Trustee Felton thanked Mr. Preston for the presentation and the Trustees for their comments and noted that the Board would be asked to take action on the FY16 budget proposal next month.

**13. NEW BUSINESS**

There was no new business.

#### **14. TRUSTEE ANNOUNCEMENTS**

Second Vice Chair Knapp thanked everyone for their efforts this semester and wished everyone happy holidays.

#### **15. 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 December 15, 2014, in room 318, Mannakee Building, Rockville, Maryland, at 7:10 p.m. to discuss one personnel matter (subsection 1), two legal matters (subsection 7), and a collective bargaining matter (subsection 9).

On a motion by First Vice Chair Smith, and a second by Trustee Mejia-Ramos, the Board voted unanimously to adjourn at 10:10 p.m.

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Reginald M. Felton  
Chair, Board of Trustees

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

Recorder: Arlean Graham