



BOARD OF TRUSTEES PUBLIC MEETING MINUTES
Montgomery College, Rockville, Maryland
October 15, 2018

1. CALL TO ORDER

The Board of Trustees of Montgomery College met on October 15, 2018, in the Board Room, Central Services Building, Rockville, Maryland. The public meeting was called to order by the chair at 8:48 p.m.

2. ROLL CALL

Trustees Present: Mr. Michael J. Knapp, Chair
Ms. Gloria Aparicio Blackwell, First Vice Chair
Dr. Leslie S. Levine, Second Vice Chair
Dr. Michael A. Brintnall, Trustee
Dr. Kenneth J. Hoffman, Trustee
Mr. Robert J. Hydorn, Trustee
Mr. Robert F. Levey, Trustee
Ms. Marsha Suggs Smith, Trustee
Ms. Sasini Wickramatunga, Student Trustee
Mr. Benjamin H. Wu, Trustee

Present Ex-Officio: Dr. Stephen D. Cain, Acting President and Secretary-Treasurer

Resource Staff Present: Dr. Monica Brown, Senior Vice President for Student Affairs
Mr. Timothy Dietz, General Counsel
Ms. Lily Lee, Manager, Board Operations and Services
Ms. Susan Madden, Acting Chief of Staff/Chief Strategy Officer
Dr. Sanjay Rai, Senior Vice President for Academic Affairs
Ms. Donna Schena, Interim Vice President for Administrative and Fiscal Services
Mr. David Sears, Senior Vice President for Advancement and Community Engagement

3. APPROVAL OF THE AGENDA

Trustee Hydorn made a motion to approve the agenda and Trustee Brintnall seconded the motion. The motion passed unanimously and the agenda was approved by the board.

4. COMMENTS PERIOD

There were no speakers to come before the board.

5. APPROVAL OF MINUTES

- A. September 8, 2018 Closed Session**
- B. September 17, 2018 Closed Session**
- C. September 17, 2018 Public Meeting**

Trustee Hydorn made a motion to approve the minutes of the September closed and public meetings. Trustee Hoffman seconded. The minutes were approved unanimously.

6. TRIBUTES

- A. BR#18-10-118 Tribute to Ms. Tara R. Belasco**
- B. BR#18-10-119 Tribute and Posthumous Award of Emeritus Status to
Professor Lawrence “Clif” Collins II**

Trustee Suggs Smith made a motion to approve the tributes. Trustee Hydorn seconded the motion, which was approved by unanimous vote.

Ms. Deborah Crutchfield, customer service coordinator/site manager for WDCE and Dr. Rodney Redmond, instructional dean provided remarks. Board Chair Knapp and Acting President Cain presented the families of Ms. Belasco and Professor Collins with framed copies of their tributes.

7. REPORTS

A. Acting President’s Report

Dr. Cain welcomed everyone to the October meeting of the Board of Trustees and began his report with an announcement of the official fall semester enrollment. As expected, the 21,720 credit students enrolled as of September 19 is a contraction compared to the enrollment numbers from last fall. Of these credit students, 4,033 are new, first-time students. Dr. Cain reported that a strategic enrollment management plan is being developed that includes a focus on recruiting and retention. The College is mindful that the success goals adopted by the board at its June meeting of this year apply to these new students.

Turning his attention to the planning process, Dr. Cain thanked Dr. Kevin Long and Dr. Michelle Scott for their work in organizing multiple engagement sessions throughout the College and county as work continues to develop the MC2025 plan.

Dr. Cain also expressed his gratitude to the College’s public safety and security personnel and local police departments, who responded swiftly to ensure the safety of our students, faculty, and staff at each of our campuses during three separate safety events in the past three weeks. He added that the senior administrative team has conducted an incident review of the event which took place at the Takoma Park/Silver Spring Campus and deliberations have yielded some lessons learned, which will be utilized to better our efforts in the future.

Dr. Cain reported that on September 25, we welcomed Lieutenant Governor Boyd Rutherford, Maryland Secretary of Higher Education James Fielder, and State Adjutant General Linda Singh for an official College visit. Dr. Cain stated that he had an opportunity to discuss several issues of importance with them, including our services for students who are veterans and our efforts in opioid addiction prevention.

In other event news, Dr. Cain reported that on October 5, the College hosted the Maryland Male Students of Color Summit, with keynote speaker John Quiñones, a correspondent with ABC News.

Dr. Cain announced several other events, including the 40th anniversary of the Germantown Campus; the World of Montgomery celebration, which will take place at the Rockville Campus; and the first of Dr. Pollard's Presidential Dialogue Series for the academic year, with author Dave Zirin, which will take place at the Takoma Park/Silver Spring Campus.

Dr. Cain reported that the search for a new Senior Vice President for Fiscal and Administrative Services was announced on October 5 and that the goal is to have finalists ready to meet with Dr. Pollard when she returns from her sabbatical.

Transitioning to some fun news, Dr. Cain reported that he recently revealed the Montgomery College mascot's name at a volleyball game, where our team holds a 24–0 record. Dr. Cain announced that the Raptor's name is Montgomery C. Raptor and will be known as Monty to us.

Dr. Cain concluded his report by looking at retention efforts that are highlighted in his President's Focus report. He stated that setting up students for success at the very beginning of their academic journey increases chances of completion. On-time registration and new student orientation are two such ways, in addition to taking advantage of alternative placement programs and transfer credits.

B. Chair's Report

Board Chair Knapp began his report with a briefing of the engagement dialogue special event, which was held earlier that evening with members of the county's business community. He echoed Dr. Cain's gratitude to all the organizers of the event and especially to Drs. Long and Scott, who served as facilitators, and Mr. Sears and Ms. Silvestre, for connecting us to the community.

Chair Knapp went on to acknowledge the good work of the many who worked diligently to keep our campuses safe over the last several weeks and stated that the board will continue to monitor the efforts at continuous improvement and to ensure the safety and security of the faculty, staff, and students.

Chair Knapp thanked his trustee colleagues for joining him at the College's annual legislative reception, where there was much discussion with elected officials and nominees of keeping college affordable and supporting modern classrooms and labs with the Catherine and Isiah Leggett Math and Science Building.

Continuing his theme of gratitude, Chair Knapp thanked the many donors who gave generously to honor the service of Catherine and Isiah Leggett at the Legacy Forward event, held earlier that week. He announced that \$1.7 million was raised to support students in the

Achieving Collegiate Excellence and Success (ACES) program. Chair Knapp also thanked his fellow trustees for attending; Mr. David Sears and his staff for planning and organizing the event; and finally to Isiah and Catherine Leggett for their activism in the community and steadfast support of Montgomery College.

Board Chair Knapp concluded his report with two announcements. First, he congratulated Trustee Wickramatunga for her appointment to the Student Advocacy Committee of the Association of Community College Trustees. She will represent Montgomery College at the National Leadership Conference the following week. Second, he expressed his gratitude to Trustee Ben Wu at this, his last board meeting. Chair Knapp thanked Trustee Wu for his service and his work on behalf of the College's mission and its faculty, staff, and students.

C. Information Technology Implementation Report

Ms. Jane-Ellen Miller, interim chief information officer, presented a status report on implementation efforts—two major information technology projects—Workday and Banner 9.

The trustees thanked Ms. Miller for the updates and asked questions regarding specifics of the Workday contract and the possibility of seeing a demonstration of the product.

8. CONSENT AGENDA

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| A. BR#18-10-093 | Personnel Actions Confirmation Report |
| B. BR#18-10-094 | Retirement of Ms. Oyinkansola D. Akitobi |
| C. BR#18-10-095 | Retirement of Ms. Valerie M. Edgar |
| D. BR#18-10-096 | Retirement of Ms. Gale A. Erskine |
| E. BR#18-10-097 | Retirement of Ms. David V. Fellers |
| F. BR#18-10-098 | Retirement of Mr. Bruce R. Gnushke |
| G. BR#18-10-099 | Retirement of Mr. Peter J. Hanley |
| H. BR#18-10-100 | Retirement of Ms. Maura M. Hilburn |
| I. BR#18-10-101 | Retirement of Ms. Martha J. Krieger |
| J. BR#18-10-102 | Retirement of Mr. David Mingo |
| K. BR#18-10-103 | Retirement of Mr. Hao Nguyen-Gia |
| L. BR#18-10-104 | Retirement of Ms. Nancy L. Nitz |
| M. BR#18-10-105 | Retirement of Ms. Helena Seward |
| N. BR#18-10-106 | Retirement of Ms. Ellen H. Sloan |
| O. BR#18-10-107 | Retirement and Award of Emeritus Status to Professor Peter B. Stein |
| P. BR#18-10-108 | Retirement and Award of Emerita Status to Professor Sylvia R. Stevens |
| Q. BR#18-10-109 | Retirement and Award of Emerita Status to Dr. Amanda A. Truett |
| R. BR#18-10-110 | Retirement of Mr. Todd M. Umberger |
| S. BR#18-10-111 | Retirement of Ms. Donna M. Wilson |
| T. BR#18-10-112 | Retirement of Ms. Shwuing Wu |
| U. BR#18-10-113 | Retirement and Award of Bronze Medallion to Ms. Juliet A. Martorana |
| V. BR#18-10-114 | Retirement and Award of Emerita Status and Bronze Medallion to Professor Jacqueline Middleton |
| W. BR#18-10-115 | Retirement and Award of Emerita Status and Bronze Medallion to Dr. Gail Minor-Smith |

X. BR#18–10–116 Retirement and Award of Emerita Status and Bronze Medallion to Professor Janet Saros

Trustee Hydorn asked that item D. Award of Silver Medallion and Emeritus Status to Trustee Benjamin H. Wu, be removed from the consent agenda. He then made a motion to approve the newly-revised consent agenda. Trustee Levey seconded and the consent agenda was approved by unanimous vote.

9. AWARD OF MEDALLION TO TRUSTEE

BR#18–10–117 Award of Silver Medallion and Emeritus Status to Trustee Benjamin H. Wu

Trustee Hydorn made a motion to approve the Award of Silver Medallion and Emeritus Status to Trustee Benjamin H. Wu. Trustee Aparicio Blackwell seconded and the motion passed unanimously.

10. ACADEMIC MATTERS

- A. BR#18–10–120 Creation of the Performing Arts Associate of Arts Degree**
- B. BR#18–10–121 Deletion of the Dance Program of Study**
- C. BR#18–10–122 Deletion of the Theater Performance Program of Study**
- D. BR#18–10–123 Deletion of the Theater Technical Program of Study**

Trustee Hydorn made a motion to approve the academic matters. Trustee Aparicio Blackwell seconded and the motion passed unanimously.

11. BUDGET MATTERS

A. Liquidation of the 50th Anniversary Endowment Fund

The board asked that this item be reviewed by the Financial Sustainability Committee before being brought back for action.

B. Presentation of the FY20 Capital Budget Request

Trustee Suggs Smith, chair of the Financial Sustainability Committee, announced that the FY20 capital budget request was reviewed by the committee at its last meeting. Committee members discussed several specific items with administrators and staff and pleased to bring its support of the budget to the board tonight.

Ms. Kristina Schramm presented highlights of the FY20 capital budget request, which totals \$98,232,000 and includes 25 projects.

This item will come before the board in November for action.

12. STRATEGIC THINKING

Trustee Aparicio Blackwell made a motion to adopt, with appropriate editorial amendments, the Strategic Thinking Statement of the Board of Trustees, Montgomery College 2025: A Bolder Vision for the Future. Trustee Hydorn seconded the motion, which passed unanimously.

13. NEW BUSINESS

Trustee Levey announced that Montgomery College ranked at 23 in *Washington Monthly* magazine's list of Best 2-Year Colleges for Adult Learners.

14. TRUSTEE COMMENTS

There were no comments from the trustees.

15. ADJOURNMENT

Pursuant to Section 3-305 of the General Provisions Article, the board voted to convene a closed session this evening at 7:15 p.m. in room S408 in the Central Services Building to discuss one privacy matter (subsection 2), two legal matters (subsection 7), one collective bargaining matter (subsection 9), and one security matter (subsection 10).

On a motion by Trustee Hydorn and a second by Trustee Aparicio Blackwell, the board voted unanimously to adjourn at 10:11 p.m.

signature on file

signature on file

Michael J. Knapp
Chair, Board of Trustees

Stephen D. Cain, PhD
Acting President and Secretary-Treasurer, Board of
Trustees

Recorder: Lily Lee