



**BOARD OF TRUSTEES PUBLIC MEETING MINUTES**  
**Montgomery College, Rockville, Maryland**  
**November 12, 2018**

**1. CALL TO ORDER**

The Chair of the Board of Trustees of Montgomery College called to order a brief public meeting for purposes of voting to go into closed session at 7:14 p.m. on Monday, November 12, 2018, in room S408, of the Central Services Building, Rockville, Maryland. Persons present for this meeting are listed below in the roll call, with additions where noted.

Board Chair Knapp asked for a motion to go into closed session to discuss one personnel matter—subsection 1, two privacy matters—subsection 2, four legal matters—subsection 7, and two collective bargaining matters—subsection 9. Upon a motion made by Trustee Levey and seconded by Trustee Hydorn, the Board voted unanimously to go into closed session.

This meeting was closed under the following provisions of General Provisions Article 3-305(b):

|              |                               |                                                                 |                 |
|--------------|-------------------------------|-----------------------------------------------------------------|-----------------|
| Subsection 1 | Personnel Matters             | Employee Complaint                                              | No action taken |
| Subsection 2 | Privacy Matters               | Confidential Naming Item                                        | No action taken |
|              |                               | Confidential Naming Item                                        | No action taken |
| Subsection 7 | Legal Matters                 | Maryland Open Meetings Act                                      | No action taken |
|              |                               | Modification of Policy 31001–Sexual Misconduct                  | No action taken |
|              |                               | Modification of Policy 45001–Tuition, Fees, and Refunds         | No action taken |
|              |                               | Construction Manager at Risk                                    | No action taken |
|              |                               | <i>Resource Person: Mr. Marvin Mills</i>                        |                 |
| Subsection 9 | Collective Bargaining Matters | Update on Status of Negotiations with AAUP and AFSCME           | No action taken |
|              |                               | <i>Resource Persons: Mr. Robert Roop, Ms. Heather Pratt</i>     |                 |
|              |                               | Potential Implications of Staff Salary Analysis on Negotiations | No action taken |
|              |                               | <i>Resource Persons: Mr. Robert Roop, Ms. Heather Pratt</i>     |                 |

**2. RECONVENE PUBLIC MEETING**

The Board of Trustees of Montgomery College reconvened on November 12, 2018, in the Board Room, Central Services Building, Rockville, Maryland, to conduct the public session of their November meeting. This public session was called to order by the chair at 8:22 p.m.

**3. 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  
Dr. Frieda K. Lacey, Trustee

Mr. Robert F. Levey, Trustee  
Ms. Marsha Suggs Smith, Trustee  
Ms. Sasini Wickramatunga, Student 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  
Dr. Michelle Scott, Deputy Chief of Staff and Strategy  
Ms. Donna Schena, Interim Vice President for Administrative and Fiscal Services  
Mr. David Sears, Senior Vice President for Advancement and Community Engagement

#### **4. APPROVAL OF THE AGENDA**

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

#### **5. COMMENTS PERIOD**

There were no speakers to come before the board.

#### **6. APPROVAL OF MINUTES**

##### **A. October 15, 2018 Closed Session**

##### **B. October 15, 2018 Public Session**

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

#### **7. REPORTS**

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

Dr. Cain began his report with an acknowledgement of Veteran's Day and expressed his gratitude to all the men and women who serve our country. He highlighted the Combat2College program and other actions the College has taken to ensure the success of our student veterans.

Dr. Cain reported that the College hosted the World of Montgomery event for the third year in a row. With 6,000 residents in attendance, this event connects the College to the community and the many partners who make this event possible and enables us to demonstrate our commitment to our institutional mission and values.

Turning to another topic, Dr. Cain gave an update on steps the College has taken to enhance safety and security in response to recent campus incidents. He reported that more safety drills will take place for our public safety personnel and the College community. In

addition, more equipment has been provided to our public safety officers and access to the MC Alert message system has been increased.

In speaking about the President's Dialogue Series, Dr. Cain reported that Dr. Pollard will host Neera Tanden for the next installment of the series on November 27. Ms. Tanden is the president of the Center for American Progress, whose focus is on accessibility and inclusion in post-secondary education.

As a facilities matter, Dr. Cain reported that the College held its fifth design charrette for the Catherine and Isiah Leggett Math and Science Building. The design will be sent to the Montgomery County Planning Board for review in December and a hearing will be held, most likely in January. Dr. Cain stated that like many other colleges and universities across Maryland, the College will engage a construction manager at risk for this project.

To publicly recognize our volleyball and soccer teams, Dr. Cain reported that the College is celebrating incredibly successful volleyball and soccer seasons this fall. For the first time in Montgomery College history, the volleyball team ended its regular season with a perfect record and as the conference champions. Both the men's and women's soccer teams finished their seasons with 2018 Maryland Junior College Athletic Conference championship titles.

Closing out his report with data from *President's Focus*, Dr. Cain reported that as we look at student retention, there were many factors that helped students be successful. While personal grit was one such factor, it was clear that programs that support students outside the classroom were central in helping students persevere and return semester after semester.

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

Board Chair Knapp began his report with an acknowledgement of Veteran's Day and expressed his pride in being associated with an institution that gives much to those who serve.

Board Chair Knapp then welcomed Dr. Frieda Lacey to the Board of Trustees. Dr. Lacey thanked the board and support staff, adding that she looked forward to working together with all of them.

Board Chair Knapp reported that the board met with students earlier that evening at the first Constituent Conversation of the year. With a focus on retention, the students provided deep insight into their needs and how the College can help bring them back each semester to complete their education in a timely way.

Board Chair Knapp reported that we will have a new county executive and four new members of the county council, noting that trustees will have multiple opportunities in the coming months to connect with elected officials.

Board Chair Knapp acknowledged trustee participation in the Association of Community College Trustee (ACCT) Leadership Congress in October. He added that Montgomery College was able to contribute to the best practices dialogue at the congress with a presentation regarding the work of the College's Office of Compliance, Rise, and Ethics.

Board Chair Knapp concluded his report by commending Trustee Hydorn, who was elected to the ACCT Board of Directors, Trustee Wickramatunga, who served as part of the ACCT Student Advisory Council, Trustee Suggs Smith, who serves on the ACCT Finance Committee, and Trustee Aparicio Blackwell, who participated in the Nominating Committee as well as the ACCT Latino Caucus.

### **C. Fiscal Year 2019 First Quarter Financial Summary Report**

Dr. Cain gave a financial summary of the first quarter of fiscal year 2019, reporting that fund spending by program is consistent with that of the last five years. He stated that operating fund revenues and expenses met expectations for the first quarter and were consistent on a comparative basis. Dr. Cain reported that the first half of county funding anticipated for the fiscal year was received in October 2018, as expected.

### **D. Committee and Liaison Reports**

#### **1. Community Engagement Committee**

Trustee Hydorn, chair of the Community Engagement Committee, reported that the committee met on November 5, 2018. The committee heard updates on the PIC MC Rise Zone, ongoing facilities projects, fundraising progress, and government relations. He thanked his colleagues—Trustees Aparicio Blackwell, Hoffman, and Levey—for their work on the Community Engagement Committee.

#### **2. Montgomery College Foundation Board**

Dr. Brintnall, Board liaison, reported that the Montgomery College Foundation Board met on November 7, 2018. At that meeting, the Foundation Board welcomed new member Allison Henderson, heard a presentation of the MC 2025 strategic plan, approved its audited financial statements for fiscal year 2018, and heard a number of status reports. Dr. Brintnall announced that the next meeting of the Montgomery College Foundation Board is February 27.

#### **3. PIC MC Foundation Board**

Dr. Hoffman, Board liaison, reported that the PIC MC Foundation Board met on October 19, 2018. At that meeting, the PIC MC Foundation Board welcomed new chair, Mr. Jim Muir, and new student member, Ms. Sierra Madden. Agenda items discussed included a presentation of the MC 2025 strategic plan, an investment portfolio review, and negotiation details with real estate consultant and development partner. Dr. Hoffman announced that the next meeting of the PIC MC Foundation Board is February 12.

### **8. CONSENT AGENDA**

- A. BR#18–11–124      Personnel Actions Confirmation Report**
- B. BR#18–11–125      National and State of Maryland Designated Awareness Months for 2019**
- C. BR#18–11–126      Modification of Policy 31001–Sexual Misconduct**
- D. BR#18–11–127      Modification of Policy 45001–Tuition, Fees, and Refunds**

Trustee Hydorn made a motion to approve the consent agenda and Trustee Aparicio Blackwell seconded. The motion unanimously passed.

**9. BUDGET MATTER**

**BR#18-11-128**

**Adoption of the Fiscal Year 2020 Capital Budget**

Trustee Hydorn made a motion to adopt the fiscal year 2020 capital budget. Trustee Hoffman seconded the motion, which unanimously passed.

**10. NEW BUSINESS**

Trustee Levine shared session information from the ACCT Annual Leadership Congress, specifically regarding strategies adopted by other community colleges to increase student success and completion through cost remediation and connections to financial support.

Trustee Hoffman commended the performing arts department's production of "Nathan the Wise."

Trustee Hydorn stated that changes to Pell Grants could be coming and that more information would be shared at the ACCT National Legislative Summit, to be held in February.

**11. TRUSTEE COMMENTS**

There were no comments from the trustees.

**12. ADJOURNMENT**

Pursuant to Section 3-305 of the General Provisions Article, the board voted to convene a closed session this evening at 7:14 p.m. in room S408 in the Central Services Building to discuss one personnel matter (subsection 1), two privacy matters (subsection 2), four legal matters (subsection 7), and two collective bargaining matters (subsection 9).

On a motion by Trustee Hydorn and a second by Trustee Lacey, the board voted unanimously to adjourn at 9:40 p.m.

signature on file

signature on file

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Michael J. Knapp  
Chair, Board of Trustees

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

Recorder: Lily Lee

Approved by the Board on: December 10, 2018