



BOARD OF TRUSTEES PUBLIC MEETING MINUTES
Montgomery College, Rockville, Maryland
May 13, 2019

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 7:37 p.m. on Monday, May 13, 2019, in room S408, of the Central Services Building, Rockville, Maryland. Persons present for this meeting were:

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 (by phone)

Trustee Absent: Ms. Sasini Wickramatunga, Student 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, General Counsel
Ms. Krista Leitch Walker, Interim Chief Human Resources Officer
Dr. Sanjay Rai, Senior Vice President for Academic Affairs
Ms. Donna Schena, Interim Senior Vice President for Administrative and Fiscal Services
Dr. Michelle T. Scott, Deputy Chief of Staff and Strategy
Mr. Santo Scrimenti, Interim Director, Employee and Labor Relations
Mr. David Sears, Senior Vice President for Advancement and Community Engagement

Board Chair Knapp asked for a motion to go into closed session to discuss a matter to obtain legal advice—subsection 7, and one collective bargaining matter—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):

Citation	Topic	Reason for closed-session discussion of topic
3-305(b) Subsection 1	Presidential and Board Evaluations	to discuss the performance evaluations of the president and board
3-305(b) Subsection 1 and 2	Discuss six personnel and privacy matters-medallion recommendations	to protect the privacy of employees nominated for medallion awards
3-305(b) Subsection 8	Collective bargaining updates	to discuss the progress of negotiation sessions with the AFSCME bargaining unit Joined by Ms. Krista Leitch Walker and Mr. Santo Scrimenti
3-305(b) Subsection 9	Discuss pending litigation	to discuss details of litigation with the AAUP bargaining unit Joined by Ms. Krista Leitch Walker and Mr. Santo Scrimenti

RECONVENE PUBLIC MEETING

The Board of Trustees of Montgomery College reconvened on May 13, 2019, in the Board Room, Central Services Building, Rockville, Maryland, to conduct the public session of its May meeting. This public session was called to order by Board Chair Knapp at 8:30 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
 Dr. Frieda K. Lacey, Trustee
 Mr. Robert F. Levey, Trustee
 Ms. Marsha Suggs Smith, Trustee (By Phone)

Trustee Absent: Ms. Sasini Wickramatunga, Student 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, General Counsel
Mr. Sanjay Rai, Vice President for Academic Affairs
Ms. Donna Schena, Acting Senior Vice President for Administrative and
Fiscal Services
Mr. David Sears, Senior Vice President for Advancement and
Community Engagement

3. COMMENTS PERIOD

There were no speakers to come before the board.

4. APPROVAL OF THE AGENDA

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

5. APPROVAL OF MINUTES

A. April 8, 2019 Closed Session

B. April 8, 2019 Public Session

Trustee Levine made a motion to approve the two sets of minutes. Trustee Aparicio Blackwell seconded. Trustee Hydorn abstained from the vote. The minutes were approved unanimously.

6. REPORTS

A. Student Recognitions

Dr. Pollard and the Board recognized the students who were the semifinalists for the prestigious Jack Kent Cooke Undergraduate Scholarship.

The eight semifinalists from Montgomery College are Malex Adom, Jake Baloyi, Celeste Canete, Yeno Gbenou, Amal Khasimova, Beverley Okogwu, Veronica Uribe, and Wendy Mejia Aguilar.

Dr. Pollard was pleased to announce that Wendy Mejia Aguilar, who was in attendance, is one of three students from the state of Maryland to earn the Jack Kent Cooke Undergraduate Transfer Scholarship.

Dr. Pollard acknowledged and thanked the students in attendance for their academic achievements, while demonstrating College and community engagement and being the best and brightest of Montgomery College.

B. President's Report

Dr. Pollard began her report by thanking Trustees for their support as we culminate the academic year with Commencement Week. This is a wonderful time of year as the College celebrates student achievement and student completion.

Dr. Pollard shared that, although the College has approximately 2,800 graduates, slightly more than one thousand 1,000 students are expected to walk across the stage at commencement.

This number is about 100 more than last year. Final and official numbers of graduates will be determined some time this summer.

Turning her attention to the ACES program, Dr. Pollard advised the Board that the third annual ACES College Signing Day will be held at Paint Branch High School on Saturday, May 18. Nearly 220 students have registered to declare their intent to attend college and they will be recognized at this special event. Dr. Pollard shared that in the next two weeks, over 500 more students will be choosing their colleges, with more than 350 of them having already chosen Montgomery College. In its sixth year, ACES has 1,550 high school students. Dr. Pollard concluded her ACES highlight by sharing that there are more than 800 ACES students enrolled at MC, and they continue to perform better academically than non-ACES students. She noted that ACES continues to make a difference in the lives of students in the county.

Moving on to budget matters, Dr. Pollard shared that our fiscal year 2020 budget process with the county is winding down. She informed the board that over the past month, members of the county council have made encouraging announcements of support. She thanked Chair Knapp and First Vice Chair Aparicio Blackwell for joining her at the session. She concluded this portion of her report sharing that on this Thursday the council is expected to vote on its reconciliation list and that will be a good indicator of what the final fiscal year 2020 budget will be. The council's final, official vote will take place on Thursday, May 23.

Turning her attention back to student success, Dr. Pollard informed the Board that the Achieving the Dream coaches visited the College earlier this month, with the seventh visit in three years by Dr. Karen Stout and Dr. Donna Jovanovich. Dr. Pollard shared that the ATD coaches met with a series of groups and senior leaders to hear about the College's work on student success. While they provide guidance on College initiatives and efforts, they also challenge assumptions and help the College to refine its strategies to enhance student success.

Dr. Pollard ended this portion of her report by sharing that we are analyzing factors from our Student Success Score Card on how we have done on these factors over these five years and that she plans to bring a more detailed look at disaggregated student outcomes to your retreat next month.

In her final update for her report, Dr. Pollard introduced her written report—the final installment of our look at retention this year. She shared that student retention has become the focus of many colleges' success efforts over the years. She also noted that retention is the glue that holds all of this together and assured the Board that our faculty and staff keep a careful eye out for any factors or innovations that may improve it.

Trustees thanked Dr. Pollard and faculty and staff for their continued commitment to retention. Trustees also encouraged Dr. Pollard and faculty and staff to continue to find innovative ways to help with retention.

C. Chair's Report

Board Chair Knapp shared Dr. Pollard's sentiments about commencement. Board Chair Knapp also reminded Trustees that they will be conferring honorary degrees on Sheila Johnson, Mindi Jacobson, Ike and Catherine Leggett, and Elias Woldu.

Turning his attention to the budget, Board Chair Knapp acknowledged that this has been a busy year with budget advocacy. Board Chair Knapp expressed his deepest appreciation to Dr.

Pollard and her staff, who have worked tirelessly to prepare and manage a budget that will sustain Montgomery College as an affordable, locally provided higher education option.

Board Chair Knapp also thanked his Trustee colleagues for their outstanding commitment of time and energy to advocate for the College. In these times of change at every level—county, state, and federal—having stepped up to be active on all levels that affect Montgomery College students.

Board Chair Knapp transitioned his report to discussing the meeting with Montgomery County Board of Education held earlier in the evening. Board Chair Knapp shared the focus on the partnership between the College and MCPS through which MC provide college courses to high school students through various ‘dual enrollment’ programs. Chair Knapp also highlighted that there was an impressive array of options for students who are taking advantage of the Middle College programs at Northwest and Northwood high schools as well as a growing interest in the Early College programs.

While discussing the Montgomery County Board of Education, Board Chair Knapp also discussed the kickoff meeting of the joint boards committee meeting—an idea that was born during the meeting of MC, MCPS, and USG boards earlier this year. He thanked Dr. Frieda Lacey, who will represent MC on this committee, which will meet throughout the year to help enhance the relationship among the three institutions. He also advised the Board that Dr. Lacey is joined by Pat O’Neill of the Board of Education and Shirley Brandman of the USG Board of Advisors.

Board Chair Knapp discussed the president’s annual evaluation in his report. He reminded everyone that the Board conducts a thorough evaluation of the president’s performance each year. He also shared that this year’s evaluation process is nearing completion.

Board Chair Knapp shared the this year the board has focused on the impacts of the *Montgomery College 2020* strategic plan—now entering its final year—and considered the long-term needs and aspirations for the College. Board Chair Knapp stated that he was most pleased with the progress Dr. Pollard continues to make in guiding the College community to fulfill our mission of empowering our students to change their lives.

Board Chair Knapp concluded his report by reminding his colleagues that Board officer elections will be held next month. Chair Knapp shared that he has appointed Trustees Bob Hydorn, Marsha Suggs Smith, and Sasini Wickramatunga to serve as the nominating committee. Board Chair Knapp added that Trustees interested in either nominating someone or themselves should contact one of the committee members.

D. Committee Report

Educational Excellence Committee Report

Trustee Levey delivered the Educational Excellence Committee as the Committee Chair. The committee met on April 8, 2019, and heard an update on the Academic Master Plan, Goal 5 from Dr. Elena Saenz, Dr. Rodney Redmond, and Mr. John Hamman. Ms. Carolyn Terry and Dr. Tonya Mason gave an update on integrated advising. Finally, the committee received an update on PIC MC from Ms. Martha Schoonmaker. Trustee Levey closed his report with thanks to fellow committee members and staff.

E. Third Quarter Financial Report

Dr. Pollard introduced Ms. Donna Schena, Interim Senior Vice President for Administrative and Fiscal Services, who delivered the third quarter financial report. Dr. Pollard highlighted that, in terms of revenue, credit enrollment figures from fall 2018 and spring 2019 were below projections, but county and state contributions showed a slight uptick of around two percent. Dr. Pollard added that total expenses are in line with expectations, showing slight increases from this time last year. As a percentage of budget, revenues and expenses are both under 70 percent, where the end of the end of the third quarter marks the 75 percent point on the calendar.

F. Workday Progress Report

Dr. Pollard introduced Ms. Jane-Ellen Miller, Interim Chief Information Officer, who delivered a progress report on the Workday project and gave an update on Workday implementation.

8. CONSENT AGENDA

BR#19-05-039

Personnel Actions Confirmation Report

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

9. POLICY MATTER

BR#19-05-040

Modification of Policy 77002—Prohibition of Weapons on Campus

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

10. BUDGET MATTER

BR#19-05-041

FY19 Capital Budget Fund Transfer, Planned Lifecycle Asset Replacement to the Roof Replacement Project

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

11. AWARDS OF CONTRACTS

BR#19-05-042

Multiple Awards of Contract, Athletic Transportation, Bid 419-002

BR#19-05-043

Award of Contract, Collegewide Roof Repairs, On-Call Roof Services, and Rockville Campus Physical Education Building Roof Replacement, Bid 619- 006

BR#19-05-044

Award of Contract, Time and Materials Electrical On-Call Services, Bid 619- 007

BR#19-05-045

Contract Change Order, Award of Contract, Mass Notification System, Phase 2, Rockville Campus, Bid 617-010

Trustee Hydorn made a motion to approve the resolution. Trustee Aparicio Blackwell seconded. The motion passed unanimously.

12. FY19 CONSTITUENT CONVERSATION

Dr. Pollard introduced a report from Dr. Debra Bright and Dr. Rebecca Thomas, who had served as facilitators of the Constituent Conversations this year.

Drs. Bright and Thomas shared a summary report of common themes and threads that were found throughout the discussions with each constituency group.

13. MONTGOMERY COLLEGE 2025 STRATEGIC PLAN UPDATE

Dr. Pollard introduced the final agenda item for the night to the Board. She reminded the Board that they heard from Dr. Kevin Long and Dr. Michelle Scott on the process leading up to the development of the *Montgomery College 2025* strategic plan. Drs. Scott and Long presented an updated draft, which included feedback from Trustees to the previous draft.

14. NEW BUSINESS

There was no new business to come before the board.

15. TRUSTEE COMMENTS

There were no trustee comments.

16. ADJOURNMENT

On a motion by Trustee Hydorn and a second by Trustee Levey, the board voted unanimously to adjourn at 10:07 p.m.

signature on file

Michael J. Knapp
Chair, Board of Trustees

signature on file

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

Recorder: Bridget T. Abraham
Approved on: June 17, 2019