



BOARD OF TRUSTEES PUBLIC MEETING MINUTES
Montgomery College
Via Zoom Webinar • Webinar ID: 959 2385 0276
September 20, 2021

1. CALL TO ORDER

Board Chair Knapp called the public meeting to order at 6 p.m. on Monday, September 20, 2021.

2. ROLL CALL

Trustees Present: Trustee Kenneth J. Hoffman
 Trustee Robert F. Levey
 Trustee Marsha Suggs Smith (arrived at 6:05 p.m.)
 Trustee Evan J. Wellek
 Trustee Frieda K. Lacey, Second Vice Chair
 Trustee Michael A. Brintnall, First Vice Chair
 Trustee Michael J. Knapp, Chair

Trustees Absent: Trustee Gloria Aparicio Blackwell
 Trustee Omar A. Lazo
 Trustee Maricé I. Morales

3. APPROVAL OF AGENDA

Trustee Levey made a motion to approve the agenda. Trustee Hoffman seconded.

A roll call vote was taken and the motion passed.

4. APPROVAL OF MINUTES

- A. June 21, 2021 Public Vote and Closed Session**
- B. June 21, 2021 Public Meeting**
- C. July 16, 2021 Public Vote and Closed Session**
- D. August 4, 2021 Public Vote and Closed Session**

Trustee Suggs Smith made a motion to approve the four sets of minutes. Trustee Lacey seconded.

The Board voted by roll call and the motion passed.

5. REPORTS

A. President's Report

Dr. Dukes began her report with a status of current enrollment figures, reporting that this fall, the College attained roughly 90 percent of our projection, which is about 15 percent below last fall. She further stated that lab classes, as well as Work Force Development classes have been particularly hampered by pandemic restrictions, so the College is working hard to reverse that trend, while keeping people safe and healthy.

Dr. Dukes informed the board of her announcement that the College will require all employees and students to be vaccinated or begin weekly testing in order to engage in face-to-face learning, teaching, and working. She stated that the timing of the roll out is distinct, with employees required to submit proof of vaccination by November 1 and students must meet a deadline of January 7.

Turning her attention to accessibility issues, Dr. Dukes reported that internet access on all three campuses has been expanded. With funding from CARES 1 and HEERF, a new MC-Public wireless network will be accessible in most parking lots and some common areas on each campus.

In other accessibility matters, Dr. Dukes reported that the College has reached out to the Maryland Office for Refugees and Asylees to offer support to incoming refugees from Afghanistan, stating that she will keep her eye on these developments from her seat on the President's Alliance on Higher Education and Immigration, so that MC will be prepared to step up if needed.

Dr. Dukes encouraged faculty to apply for a new fellowship program that is sponsored by E-Learning, Innovation and Teaching Excellence. She stated that the year-long commitment gives faculty the chance to further their scholarship around one of the most critical issues of our time—COVID and its connections to community.

In closing, Dr. Dukes announced two more pieces of news—the special Reengagement Project, wherein 3,800 calls were made in English and Spanish to students who had not re-registered for this semester, adding that the calls received an admirable 47 percent answer rate. And lastly, Dr. Dukes reported that student support by the MC Foundation in FY21 topped three million dollars for the first time ever in a single fiscal year, with more than 2,500 scholarships having been awarded with the average award being \$1,200. She thanked the Foundation for their terrific work for our most vulnerable students.

B. Chair's Report

Board Chair Knapp began his report by welcoming attendees to the first monthly business meeting of the fiscal year and thanking the trustees for their commitment of

time and hard work. He also officially welcomed our two newly appointed trustees to the board--Omar Lazo and Evan Wellek.

Board Chair Knapp celebrated the contributions of Montgomery College's diverse students, employees, and communities and acknowledged September/October as National Hispanic Heritage Month, the Mid-Autumn Festival, and Rosh Hashanah and Yom Kippur. Board Chair Knapp also recognized the 75th anniversary of Montgomery College, which occurred on September 16.

Transitioning to news of the ongoing presidential search, Board Chair Knapp thanked First Vice Chair Brintnall and Chief of Staff/Chief Strategy Officer Dr. Cain for their work on the Presidential Search Advisory Committee. He announced the dates of upcoming forums, which will provide information to the public about the search and an opportunity to answer questions. These forums are also opportunities for the public to share their recommendations about qualities the search committee should look for in presidential candidates.

Board Chair Knapp concluded his report with news that the board held a public retreat on September 9 and 10, 2021. At the retreat Board Chair Knapp announced the committee and liaison appointments for fiscal year 2022.

C. Workday Implementation Update

Senior Vice President Collette introduced Interim CIO Jane-Ellen Miller, who gave a status update on the implementation of the College's new enterprise resource management software, Workday.

D. FY21 Fourth Quarter Financial Summary Report

Senior Vice President Collette provided an introduction of the FY21 Fourth Quarter Financial Summary Report. Chief Business/Financial Strategy Officer Liz Greaney presented details of the revenues and expenditures of the fourth quarter of the last fiscal year.

6. OATH OF OFFICE

Ms. Karen Bushell, clerk of the Montgomery County circuit court, administered a ceremonial oath of office to the trustees.

7. CONSENT AGENDA

BR#22-09-000	Personnel Actions Confirmation Report
BR#21-09-001	Graduates Receiving Associate's Degrees and Program Certificates in Summer 2021
BR#21-09-002	Bronze Medallion to Mr. David G. Ensign

Trustee Hoffman made a motion to approve the consent agenda. Trustee Suggs Smith seconded.

The Board voted by roll call and the motion passed.

8. AWARD OF CONTRACT (SOLE SOURCE)

BR#22-09-003 Award of Contract (Sole Source), Rise Display for Macklin Business Institute Finance Lab Internal and External Tickers

Trustee Brintnall made a motion to approve sole source award of contract. Trustee Suggs Smith seconded.

The Board voted by roll call and the motion passed.

9. BUDGET MATTER

BR#22-09-004 FY22 Capital Budget Fund Transfer, Site Improvements Project to the Roof Replacement Project

Trustee Brintnall made a motion to approve the budget matter. Trustee Levey seconded.

The Board voted by roll call and the motion passed.

10. REGULATORY MATTERS

BR#22-09-005 New Benchmarks for the Performance Accountability Report
BR#22-09-006 The 2021 Performance Accountability Report

Mr. John Hamman, chief analytics and insights officer, introduced the two resolutions related to the 2021 Performance Accountability Report. Dr. Arlean Blaylock, director of institutional research and analysis, provided a presentation highlighted several chosen metrics and benchmarks from the report.

Trustee Brintnall made a motion to approve the regulatory matters. Trustee Lacey seconded.

The Board voted by roll call and the motion passed.

11. COLLEGE MATTER

BR#22-09-007 Rescission of Board Support for Temporary Authority to Respond to COVID-19 Emergency

Trustee Lacey made a motion to approve the College matter. Trustee Brintnall seconded.

The Board voted by roll call and the motion passed.

12. NEW BUSINESS

There was no new business to come before the Board.

13. TRUSTEE COMMENTS

Trustee Suggs Smith wished safe travels to all who were travelling to the ACCT Leadership Congress in October.

14. ADJOURNMENT

Trustee Levey made a motion to adjourn. Trustee Brintnall seconded.

A roll call vote was taken and the motion passed unanimously.

The meeting adjourned at 8:11 p.m.



Michael J. Knapp
Chair, Board of Trustees



Charlene M. Dukes, Ed.D.
Interim President and Secretary-Treasurer,
Board of Trustees

Recorder: Lily Lee
Approved: October 18, 2021