



BOARD OF TRUSTEES PUBLIC MEETING MINUTES

Montgomery College

Via Teleconference: 301-715-8592 • Meeting ID: 986-0273-1162

June 22, 2020

1. CALL TO ORDER

In the absence of Board Chair Aparicio Blackwell, the First Vice Chair of the Board of Trustees of Montgomery College Leslie Levine called to order a brief public meeting for the purpose of voting to go into closed session. This public meeting began at 5:00 p.m. on Monday, June 22, 2020, by teleconference. Persons present for the public vote were:

Trustees Present: Dr. Leslie S. Levine, First Vice Chair
Dr. Michael A. Brintnall, Second Vice Chair
Dr. Kenneth J. Hoffman
Mr. Michael J. Knapp
Dr. Frieda K. Lacey
Mr. Robert F. Levey
Ms. Maricé I. Morales
Ms. Marsha Suggs Smith

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

Resource Staff Present: Ms. Bridget Abraham, Board Operations Support Specialist
Dr. Monica Brown, Senior Vice President for Student Affairs
Mr. Timothy Dietz, General Counsel
Ms. Lily Lee, Manager, Board of Trustees Operations and Services
Dr. Kevin Long, Director of Planning and Policy
Ms. Donna Schena, Senior Vice President for Administrative and Fiscal Services
Dr. Sanjay Rai, Senior Vice President for Academic Affairs
Dr. Michelle T. Scott, Deputy Chief of Staff and Strategy
Mr. David Sears, Senior Vice President for Advancement and Community Engagement

First Vice Chair Levine asked for a motion to go into closed session to discuss one privacy matter—subsection 2, to consider collective bargaining negotiations—subsection 9, and to carry out an administrative function, exempted by section 3-103 of the General Provisions, related to the election of FY21 board officers.

Upon a motion made by Trustee Knapp and seconded by Trustee Morales, the board voted by roll call to go into closed session.

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

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|---|---|--|-----------------|
| Subsection 2 | Discuss a privacy matter | To discuss the history of a Trustee nominated for a medallion award | no action taken |
| Subsection 9 | Consider collective bargaining negotiations | To discuss the impact of the COVID-19 pandemic on negotiations with the AAUP, AFSCME, and SEIU collective bargaining units | no action taken |
| <i>Resource Person: Mr. Tim Dietz, Ms. Liz Greaney, Ms. Susan Madden, Mr. Santo Scrimenti, Ms. Krista Leitch Walker</i> | | | |
| Administrative Function | | To carry out an election of board officers for FY21 | |

RECONVENE PUBLIC MEETING

The Board of Trustees of Montgomery College reconvened on June 22, 2020, by teleconference to conduct the public session of its June meeting. This public session was called to order by First Vice Chair Levine at 6:10 p.m.

2. ROLL CALL

Trustees Present: Ms. Sarah Haj Hamad, Student Trustee
 Dr. Kenneth J. Hoffman
 Mr. Michael J. Knapp
 Dr. Frieda K. Lacey
 Mr. Robert F. Levey
 Ms. Maricé I. Morales
 Ms. Marsha Suggs Smith
 Dr. Michael A. Brintnall, Second Vice Chair
 Dr. Leslie S. Levine, First Vice Chair

Trustee Absent: Ms. Gloria Aparicio Blackwell, Chair

3. APPROVAL OF AGENDA

Trustee Lacey made a motion to approve the agenda. Trustee Morales seconded.

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

4. COMMENTS PERIOD

Three speakers offered comments to the Board of Trustees regarding a personnel matter: Ms. Arlean Graham, Mr. Ken Chapel, and Ms. Dawn Lyar.

5. APPROVAL OF MINUTES

A. May 18, 2020 Closed Session

B. May 18, 2020 Public Meeting

Trustee Morales made a motion to approve the two sets of minutes. Trustee Knapp seconded.

The Board voted by roll call and the motion passed unanimously.

6. REPORTS

A. President's Report

Dr. Pollard welcomed everyone to the last board meeting of Fiscal Year 2020. She opened her report with good news that the US Supreme Court ruled against the rescission of Deferred Action for Childhood Arrivals or DACA, which was a victory for inclusion and opportunity. In other news, Dr. Pollard reported that multiple racial equity dialogues have been created at Montgomery College, with hundreds having participated in several events to discuss police use of force, racial profiling, and other related topics.

Dr. Pollard informed the Board that as Montgomery County moves into Phase 2 of its COVID-19 recovery plan, the College is helping to get food to local residents. She stated that the Germantown and Rockville Campuses were hosts for three different food distribution events that served more than 1,000 people and families. In addition, Dr. Pollard expressed her gratitude to the members of the Montgomery College chapter of the American Association of University Professors bargaining unit for the reallocation of \$150,000 of their EAP fund to support students in need.

In other COVID-19 related news, Dr. Pollard updated the Board on the distribution of CARES Funding, with \$2.7 Million having gone to 5,519 students thus far. In terms of COVID-19 planning at the College, Dr. Pollard reported that we are now moving into week 15 of remote operations and are carefully evaluating institutional procedures that would accompany any potential in-person learning or working activities at the College.

Turning attention to her written *President's Focus* report, Dr. Pollard stated that the report this month is a snapshot from the College's FY20 Annual Report, which not only captures some of the highlights of the COVID-19 period, but also includes summaries of our regular programs and services that benefit tens of thousands of students and community members.

Dr. Pollard closed her report with sad news of the passing of beloved MC family member Pete Vidal. She recounted that Pete was a graduate of Montgomery College and the College's official photographer for many years, capturing countless mission moments at scholarship, athletic, academic honors events, and more. She expressed the College's condolences to Pete's wife, Hannah, and his six children.

B. Chair's Report

First Vice Chair Levine opened his report with an announcement that the Board held an election of officers for Fiscal Year 2021. He congratulated Trustee Knapp, who was elected Board Chair, Trustee Brintnall, who was elected First Vice Chair, and Trustee Lacey, who was elected Second Vice Chair for the next fiscal year.

First Vice Chair Levine shared a personal note, explaining why he chose not to run for office. With Fiscal Year 2021 being his last year on the Board, he predicted that because of multiple factors, next year will be one of the most difficult in the life of the College. Stating that Montgomery College deserves the best qualified chair for this point in time, First Vice Chair Levine expressed his belief that Trustee Knapp was just that person and vowed to support him and Trustee Brintnall as First Vice Chair and Trustee Lacey as Second Vice Chair.

In closing, First Vice Chair Levine acknowledged the stellar record and service of Student Trustee, Sarah Haj Hamad. He expressed his gratitude on behalf of the Board for the brightness, intelligence, and enthusiasm that she brought to the Board and for being a tireless advocate for the College.

C. Committee Reports

I. Audit Review Subcommittee

Chair of the Audit Review Subcommittee, Trustee Levine reported on proceedings of its last meeting, which took place on May 18, 2020. The subcommittee met with Chrissy Bowman, principle of auditors CLA, and reviewed the audit process for FY20 financials. Subcommittee Chair Levine reported that completed audits would be submitted to the audit committee, a committee of the whole board, in December 2020. Committee Chair Levine closed his report by thanking fellow committee members Trustee Hoffman and Trustee Suggs Smith. He also thanked Senior Vice President Donna Schena and Chief Business Officer/Financial Strategy Officer Elizabeth Greaney.

II. Financial Sustainability Committee

Chair of the Financial Sustainability Committee, Trustee Suggs Smith reported on the proceedings of its last meeting, which took place on May 27, 2020. The committee reviewed the FY20 Third Quarter Financial Summary Report and heard briefings on county and state funding. They were updated on the College's financial response to the COVID-19 pandemic and financial sustainability as it relates to the College's strategic plan, *MC 2025*. Committee Chair Suggs Smith reported that the College has conducted several scenario analyses on the FY21 budget to help anticipate any potential reductions to its main revenue sources due to the pandemic. She thanked Dr. Pollard and her senior staff for the development of the *Resilient MC* website, which serves as a vital collection of information on the College's strategic and tactical responses to the pandemic. Committee Chair Suggs Smith reported with confidence that Montgomery College is fiscally sound. She closed her report with thanks to fellow committee members Trustee Hoffman and Trustee Morales, and to Senior Vice President Donna Schena and Chief Business Officer/Financial Strategy Officer Elizabeth Greaney for their support.

III. MC Foundation Liaison

Liaison to the Montgomery College Foundation Board, Trustee Suggs Smith reported on the proceedings of its last meeting, which took place on June 3, 2020. She stated that the MC Foundation Board's Governance and Audit Committee made recommendations for the terms of its current officers be extended another year. The committee recommended approval of new board members, which for the first time, included a student member. The MC Foundation Board also heard reports from their Development and Impact Committee and Strategic Planning Committee. Trustee Suggs Smith reported that since the beginning of remote learning, the Montgomery College Foundation received 2,100 aid requests from students, and has awarded more than \$615,000 in the form of laptops, food assistance, and rent. She congratulated the Foundation for well exceeding their \$30 million MC2020 Campaign goal. Trustee Suggs Smith closed her report with thanks to Senior Vice President David Sears and Vice President Joyce Matthews.

IV. PIC MC Foundation Liaison

Liaison to the PIC MC Foundation, Trustee Brintrnall, reported on the proceedings of its last meeting, which took place on June 2, 2020. He shared the good news that the Maryland Board of Public Works has approved the ground lease agreement of the 19Seven10 Observation Drive Building project, which will allow the developer to move forward in seeking tenants. Trustee Brintrnall also reported that the PIC MC Board is now focusing on their strategic plan and are currently looking for new board members. Lastly, Trustee Brintrnall shared an uplifting report on how the College was able to perform a great service to the community by lending some of its high-tech biosafety resources to an area bio-health firm that was called upon to do coronavirus testing. Trustee Brintrnall closed his report with thanks to PIC MC Foundation Board Chair Jim Muir, Senior Vice President David Sears, PIC MC Director of Marketing and Board Engagement Melanie Kandel, and Executive Director of PIC MC Martha Schoonmaker.

V. MC Alumni Association Liaison

Liaison to the MC Alumni Association, Trustee Haj Hamad, reported on the proceedings of their last meeting, which took place on June 4, 2020. She reported that the Alumni Board of Governors heard reports from their Executive, Finance, Legislative, Marketing, and Events Committees, and adopted their schedule of meetings for FY21. Trustee Haj Hamad also reported that the Alumni Board of Governors elected Carole Carson as President, Jon Pointer as First Vice President, and Dawn Potosky as Second Vice President. Trustee Haj Hamad closed her report by recognizing Senior Vice President David Sears and Executive Director of the Alumni Association Greg Enloe for their support.

7. CONSENT AGENDA

| | |
|---------------------|---|
| BR#20-06-045 | Personnel Actions Confirmation Report |
| BR#20-06-046 | Retirement Recognition of Mr. James H. Gilbert |
| BR#20-06-047 | Retirement Recognition of Ms. Sandra L. Filippi |
| BR#20-06-048 | Retirement Recognition of Ms. Nancy M. Nyland |
| BR#20-06-049 | Retirement Recognition of Ms. Dansui Pan |
| BR#20-06-050 | Retirement Recognition of Mr. Antonio Serrano-Solano |

- BR#20-06-051 Retirement Recognition of Ms. Janette Smith**
- BR#20-06-052 Retirement Recognition of Ms. Jane S. Tchen**
- BR#20-06-053 Retirement Recognition of Mr. Loc V. Tong**
- BR#20-06-054 Award of Bronze Medallion to Ms. Sherri L. Thompson**
- BR#20-06-055 Award of Bronze Medallion to Ms. Usha Venkatesh**
- BR#20-06-056 Award of Silver Medallion to Ms. Nancy J. Nuell**
- BR#20-06-057 Award of Bronze Medallion to Trustee Sarah Haj Hamad**

Trustee Morales made a motion to approve the items of the consent agenda. Trustee Knapp seconded.

The Board voted by roll call and the motion passed unanimously.

8. AWARDS OF CONTRACT (COMPETITIVE)

- BR#20-06-058 Award of Contract, Printing, Binding, Mailing, Packaging and Delivery Services for the College Noncredit Class Schedule, Bid e420-009**
- BR#20-06-059 Award of Contract, Office Products and Services, Bid e520-039**
- BR#20-06-060 Award of Contract, Pyxis Med Station Medication System, Bid e520-041**
- BR#20-06-061 Award of Contract, Catherine and Isiah Leggett Math and Science Building Guaranteed Maximum Price 3–Concrete, Structural Steel, and Waterproofing, Takoma Park/Silver Spring Campus, Bid 619-001**
- BR#20-06-062 Contract Change Order for the Award of Contract, Catherine and Isiah Leggett Math and Science Building Guaranteed Maximum Price 1–Asbestos Abatement and Air Monitoring, Takoma Park/Silver Spring Campus, Bid 619-001**

Trustee Suggs Smith made a motion to approve the awards of contract. Trustee Morales seconded.

The Board voted by roll call and the motion passed unanimously.

9. AWARD OF CONTRACT (SOLE SOURCE)

- BR#20-06-063 Continuation of Sole Source Award of Contract, TouchNet Commerce Management System, Cashiering Services Module and Professional Services**

Trustee Morales made a motion to approve the sole source award of contract. Trustee Knapp seconded.

The Board voted by roll call and the motion passed unanimously.

10. POLICY MATTER

- BR#20-06-064 Modification of Policy 31001–Secual Misconduct**

Trustee Brinrtnall made a motion to approve the modification of policy resolution. Trustee Hoffman seconded.

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

11. BUDGET MATTERS

- BR#20-06-065** **FY20 Capital Budget Fund Transfer, Rockville Macklin Tower Alternations Project to the Planned Lifecycle Asset Replacement Project**
- BR#20-06-066** **Final Adoption of the FY21 Current, Enterprise, and Other Funds Budgets**
- BR#20-06-067** **Final Adoption of the FY21 Capital Budget**
- BR#20-06-068** **Petition for FY21 State Funding**

Trustee Morales made a motion to approve the budget resolutions. Trustee Lacey seconded.

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

12. SUPPLEMENTAL REQUEST

- BR#20-06-069** **Supplemental Appropriation Request for FY21 Current Fund Budget**

Trustee Levey made a motion to approve the supplemental request resolution. Trustee Lacey seconded.

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

13. COMPENSATION

- BR#20-06-070** **Non-Bargaining Compensation in FY21**

Trustee Morales made a motion to approve the compensation resolution. Trustee Hoffman seconded.

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

14. INSTITUTIONAL REPORT

- BR#20-06-071** **Annual Progress Report on Programs of Cultural Diversity Plan**

Trustee Lacey made a motion to approve the institutional report. Trustee Morales seconded.

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

15. BOARD MATTER

- BR#20-06-072** **Board Statement on the George Floyd Killing**

Trustee Hoffman made a motion to approve the board statement. Trustee Morales seconded.

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

16. NEW BUSINESS

There was no new business to come before the board.

17. TRUSTEE COMMENTS

There were no trustee comments.

18. ADJOURNMENT

Trustee Knapp made a motion to adjourn. Trustee Morales seconded.

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

The meeting adjourned at 7:51 p.m.

Signature on file

Leslie S. Levine
First Vice Chair, Board of Trustees

Signature on file

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

Recorder: Lily Lee
Approved on: September 21, 2020