



**BOARD OF TRUSTEES PUBLIC MEETING MINUTES**  
**Montgomery College**  
**Via Zoom Webinar • Webinar ID: 923-0525-2019**  
**September 21, 2020**

**1. CALL TO ORDER**

Board Chair Knapp called a brief public meeting to order for the purpose of voting to go into closed session. The public meeting began at 5:30 p.m. on Monday, September 21, 2020, by Zoom videoconference. Trustees present for the public vote were:

Trustees Present:      Trustee Adu, Student Trustee  
                                 Trustee Aparicio Blackwell  
                                 Trustee Hoffman  
                                 Trustee Levey  
                                 Trustee Brintnall, First Vice Chair  
                                 Trustee Knapp, Chair

Trustees Absent:      Trustee Levine  
                                 Trustee Morales  
                                 Trustee Suggs Smith  
                                 Trustee Lacey, Second Vice Chair

Board Chair Knapp announced that pursuant to the General Provisions Article 3-305(b), the meeting would be closed only to discuss a personnel and privacy matter related to an award of medallion—subsections 1 and 2.

Upon a motion made by Trustee Hoffman and seconded by Trustee Levey, the board voted by roll call to go into closed session. The motion passed.

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

<b>Subsections 1 and 2</b>	Discuss a personnel and privacy matter	To discuss the employment history of a retiree nominated for a medallion award	no action taken
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**RECONVENE PUBLIC MEETING**

The Montgomery College Board of Trustees reconvened on September 21, 2020, by videoconference to conduct the public session of its September meeting. This public session was reconvened and called to order by Board Chair Knapp at 6:01 p.m.

## 2. ROLL CALL

Trustees Present: Ms. Richelle Adu, Student Trustee  
Ms. Gloria Aparicio Blackwell, Chair  
Dr. Kenneth J. Hoffman  
Dr. Leslie S. Levine  
Mr. Robert F. Levey  
Ms. Marsha Suggs Smith  
Dr. Frieda K. Lacey, Second Vice Chair  
Dr. Michael A. Brintnall, First Vice Chair  
Mr. Michael J. Knapp, Chair

Trustee Absent: Ms. Maricé I. Morales

## 3. APPROVAL OF AGENDA

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

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

## 4. OATH OF OFFICE

Karen Bushell, chief deputy clerk of the Montgomery County Circuit Court administered a ceremonial oath of office to the Trustees.

## 5. APPROVAL OF MINUTES

- A. June 22, 2020 Closed Session
- B. June 22, 2020 Public Meeting

Trustee Brintnall made a motion to approve the two sets of minutes. Trustee Suggs Smith seconded.

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

## 6. TRIBUTES

- BR# 20-09-073 A. Michael J. Stoinanovici
- BR# 20-09-074 B. Dr. Antonio Gibbs Thomas
- BR# 20-09-075 C. Mr. Pedro Vidal

Trustee Levey made a motion to approve the tribute resolutions. Trustee Suggs Smith seconded.

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

David Sears, senior vice president for advancement and community engagement payed tribute to the life and service of Mr. Michael Stoianovici, former graphic designer in the office of creative services. Ms. Sandy Stoianovici, sister of Michael Stoianovici, was present and also gave comments.

Sanjay Rai, senior vice president for academic affairs payed tribute to the life and service of Dr. Antonio "Tango" Thomas, former director of the Institute for Part-Time Faculty

Engagement and Support. Dr. Nichole Thomas, spouse of Dr. Antonio Thomas, was present and also gave remarks.

David Sears, senior vice president for advancement and community engagement paid tribute to the life and service of Mr. Pedro “Pete” Vidal, former College chief photographer. Ms. Hannah Vidal, spouse of Mr. Pedro Vidal, was present and also gave comments.

Board Chair Knapp and Dr. Pollard offered condolences to family members of the deceased on behalf of the Board of Trustees.

## **7. REPORTS**

### **A. Conversations with Constituents**

Trustees heard from Ms. Colina Beaney, a student; Dr. Elizabeth Benton, a faculty member; and Mr. Tom Cantu, a staff member. Ms. Beaney, Dr. Benton, and Mr. Cantu shared with the Board their experiences and challenges while remotely teaching, learning, or working during the COVID-19 pandemic.

While Ms. Beaney and Dr. Benton left the meeting to meet other obligations, the Trustees engaged in a dialogue with Mr. Cantu regarding the marked increase in professional development needs of faculty and staff as a result of the pandemic.

### **B. President’s Report**

Dr. Pollard began her report by welcoming everyone to the first Board meeting of the Fall Semester. Stating that Montgomery College has been in the forefront in terms of making difficult decisions regarding the holding of in-person classes, Dr. Pollard reaffirmed that the College’s primary priorities are the health and safety of students and employees and course schedules that reflect student needs.

Dr. Pollard continued her report with news that the College will be offering more seven-week course sessions than fifteen-week sessions in the spring. She stated that there is evidence that students are enrolling in the seven-week options in greater numbers and the College must be responsive to trends in order to ensure student access to courses in this critical time. She added that with 41 percent of working students having lost jobs since the arrival of COVID-19—and with the uncertainties around childcare and other family responsibilities, it seems clear that students may be asking for shorter course offerings so that they can finish and be ready to pivot.

Dr. Pollard reported that the seven-week course structure for the Spring Semester, separated by spring break, would allow our campuses to prepare more thoroughly for a return to physical spaces if conditions are appropriate in mid-spring. She stated that the College’s Facilities Department has recommended that when the College returns to face-to-face instruction, we do so by opening limited numbers of buildings on each campus to allow for more carefully implementing and monitoring health and safety protocols that include room disinfection. Dr. Pollard added that the Coronavirus Advisory Team has recommended that the spring schedule respond to realities around re-opening, as it relates to operations of buildings, in accordance with health protocols and the appropriate staggering of personnel and students in adequate spaces. Dr. Pollard expressed her gratitude for the flexibility of faculty under these conditions and the work

of chairs, deans, and vice president/provosts this summer, to design winter and spring schedules with these realities in mind.

In another example of agility during the COVID-19 crisis, Dr. Pollard highlighted the College's Talent Share Program, wherein College staff are sharing their skills and time across divisions. She stated that during the pandemic, this program is an important component in enabling the College's fiscal sustainability, adding that the College will continue to provide the necessary professional development and support to faculty and staff to prepare everyone to succeed. Dr. Pollard reiterated that making decisions early about the spring semester positions the College optimally to help students and employees to plan for the best outcomes.

Turning attention to the *President's Focus* report, Dr. Pollard indicated that the disruptions of COVID-19 are clearly the most pressing issue of the 2020-2021 academic year. She stated that the pandemic has upended long-held assumptions and has been disruptive to operations and learning patterns to which higher education has become accustomed. She said that changes to the delivery of instruction have been the most marked feature of the pandemic's impacts, adding that the pandemic has made working-from-home a reality for thousands at MC. She stated that although the pandemic has required quick adaptations and rapid retooling, some of these demands have better prepared MC for the future of higher ed.

Dr. Pollard concluded her report by engaging the Trustees in a discussion centered around the following questions:

1. Which of these changes do you think has the greatest potential to be permanent? And why?
2. What challenges does MC face in competing against primarily online institutions? What does MC offer in terms of the student experience that gives us an advantage over fully online institutions—as the pandemic necessitates virtual learning?
3. What new strategies are needed to help support students with the special challenges that they may face in virtual learning—in particular, first-generation students, non-native English speakers, and students in developmental classes?

### **C. Chair's Report**

Board Chair Knapp welcomed everyone to a new school year and officially welcomed new Student Trustee Richelle Adu to the Board. Ms. Adu gave remarks and thanked the Board for the opportunity to be a student voice at the table.

Board Chair Knapp commended the College on transitioning swiftly and seamlessly to remote services, and echoed Dr. Pollard's earlier comments on the top priorities of the College, with health and safety being paramount in planning for the spring semester. He stated that the College has an obligation to make decisions about class structure and schedule deliberately, as they may impact the health and safety of students, faculty, and staff, and urged the College to structure academic offerings in ways that best serve students' complex needs during this extraordinary time.

Board Chair Knapp also commended the College for the use of the Talent Share program, as a component of enabling fiscal prudence in these challenging times. He stated that as this pandemic extends longer than any had imagined, adaptive programs like this will strengthen the College's employees and allow the institution to plan in fiscally responsible ways.

Turning his attention to recent events, Board Chair Knapp reported that the Board held a conference session in August. At this session, the Board had an opportunity to hear about ways in which the College is responding to the COVID-19 pandemic. Board Chair Knapp added that the Trustees had an opportunity to discuss and analyze some lessons learned and their implications, and how this information should inform future decisions.

Board Chair Knapp reported that Trustees met on September 11 and 12 for their annual Fall Retreat. He stated that the primary purpose of the retreat was for the Board to discuss and lay out priorities for the year. Trustees received presentations related to the County's demographic and economic trends, the College's Strategic Workforce and Staffing Plan, the MC2020 Campaign, and received insights into a possible fourth campus. The Board also engaged in the first of several facilitated dialogues about antiracism, the College's antiracism agenda, and future Board opportunities to support that agenda.

Transitioning to other news, Board Chair Knapp announced his plan for committees in this new fiscal year:

- the Budget and Financial Sustainability Committee will be chaired by Trustee Marsha Suggs Smith,
- the Policy and Governance Committee will be chaired by Trustee Ken Hoffman,
- the Student Success Committee, will be chaired by Trustee Frieda Lacey and vice chaired by Trustee Richelle Adu,
- the Succession Planning Committee will be chaired by Trustee Les Levine, and
- the Audit Committee will be chaired by First Vice Chair Michael Brintnall, who also chairs the Audit Review Subcommittee.
- Finally, the Executive Committee, consists of First Vice Chair Michael Brintnall and Second Vice Chair Frieda Lacey, and Board Chair Knapp himself.

In closing, Board Chair Knapp shared that on September 10, the College held a milestone anniversary celebrating Dr. Pollard's 10th year as Montgomery College's president. He finished his report with congratulations to Dr. Pollard on behalf of the Board of Trustees.

#### **D. FY20 Fourth Quarter Financial Summary Report**

Donna Schena, senior vice president for administrative and fiscal services gave financial summary reports of the last fiscal year 2020, and specifically of the fourth quarter.

Ms. Schena reported that in the fourth quarter of fiscal year 2020, enrollment was lower than projections, yet the College still achieved \$3.3 million in revenue. She further stated that spending in the fourth quarter was predictable and consistent with prior years. In summary of the fiscal year, Ms. Schena reported that operating fund revenues achieved 99.8 percent of budgeted revenues and were 1.2 percent higher than FY19 primarily due to increases in governmental appropriation dollars and other revenues, which more than offset the decrease in tuition and fee revenue.

**8. CONSENT AGENDA**

- BR#20-09-076** Personnel Actions Confirmation Report
- BR#20-09-077** Graduates Receiving the Associate's Degrees and Program Certificates in Summer 2020
- BR#20-09-078** Hospitality Management Supervision and Leadership Certificate Change in Modality to Include Fully Online Delivery
- BR#20-09-079** FY20 Operating Fund Functional Fund Transfer

Trustee Hoffman made a motion to approve the items of the consent agenda. First Vice Chair Brintnall seconded.

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

**9. NEW BUSINESS**

There was no new business to come before the board.

**10. TRUSTEE COMMENTS**

There were no trustee comments.

**11. ADJOURNMENT**

Trustee Levine made a motion to adjourn. Trustee Aparicio Blackwell seconded.

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

The meeting adjourned at 8:05 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: Lily Lee  
Approved on: October 19, 2020