



BOARD OF TRUSTEES PUBLIC MEETING MINUTES
Montgomery College
Via Zoom Webinar • Webinar ID: 957 5367 1388
December 14, 2020

i. 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, December 14, 2020, by Zoom videoconference. Trustees present for the public vote were:

- Trustees Present:
- Trustee Gloria Aparicio Blackwell
 - Trustee Kenneth J. Hoffman
 - Trustee Robert F. Levey
 - Trustee Leslie S. Levine
 - Trustee Maricé I. Morales
 - Trustee Marsha Suggs Smith
 - Trustee Frieda K. Lacey, Second Vice Chair
 - Trustee Michael A. Brintnall, First Vice Chair
 - Trustee Michael J. Knapp, Chair

Trustee Absent: Trustee Richelle Adu, Student Trustee

Board Chair Knapp announced that pursuant to the General Provisions Article 3-305(b), the meeting would be closed only to:

- discuss a personnel matter—subsection 1, and
- consult about pending or potential litigation—subsection 8.

Upon a motion made by Trustee Suggs Smith and seconded by Trustee Morales, the Board voted by roll call to go into closed session. The motion passed.

No members of the public had any objections to closing the meeting.

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

3-305(b) Subsection 8	Consult about pending or potential litigation	to discuss a potential defamation lawsuit	No action taken.
3-305(b) Subsection 1	Discuss a personnel issue	to discuss the president's compensation	No action taken.
<i>Resource Person: Mr. Jim Moss, PRM Consulting</i>			

RECONVENE PUBLIC MEETING

The Montgomery College Board of Trustees reconvened on December 14, 2020, by videoconference to conduct the public session of its December meeting. This public session was reconvened and called to order by Board Chair Knapp at 7:01 p.m.

ii. ROLL CALL

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

Trustee Absent: Trustee Richelle Adu, Student Trustee

iii. APPROVAL OF AGENDA

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

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

iv. APPROVAL OF MINUTES

- A. November 16, 2020 Closed Session**
- B. November 16, 2020 Public Meeting**

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

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

5. REPORTS

A. President's Report

Dr. Pollard began her report with news of the College's Clinical Trials Management Program, which graduated 34 students last week and has graduated over 300 students in ten years. This program trains students with existing graduate degrees to manage trials like the ones that we are dependent upon for the COVID-19 vaccine.

Dr. Pollard reported that the Department of Homeland Security was ordered to begin accepting first-time requests for consideration of deferred action protections under DACA.

Dr. Pollard reported that she had a very educational dialogue with the ACLU's Jeffery Robinson and Congressman David Trone at her Presidential Dialogue, and encouraged

everyone to watch the next dialogue with guest, Dr. Travis Gayles, who will talk about Building Racial Justice through Health.

Dr. Pollard then turned attention to her written report, President's Focus, which centered on academics during COVID-19. She indicated that some of the College's adaptations position us to compete more effectively in the virtual world. She stated that the College now has a faculty trained in structured remote teaching, which makes them more agile; counselors and advisors who are able to conduct virtual assistance; and technology that is set up for remote connections. In addition, some of the College's changes—such as the move to more seven-week classes—enable us to better serve schedules that students need.

Dr. Pollard concluded her report by engaging the Trustees in reflection of the following questions:

1. Which of these changes do you think has the greatest potential to be permanent? And why?
2. What challenges do you envision to making the best of these pandemic-response strategies permanent?

B. Chair's Report

Board Chair Knapp began his report with a summary of the Conversations with Constituents, which were held at the September, October, and November Board meetings. These conversations provided Trustees an opportunity to hear firsthand from faculty, staff, and students about their experiences of teaching, learning, and working remotely during the pandemic.

Board Chair Knapp reported that the Conversations with Constituents will resume in January with community-based guests to speak with the Board about how the county and state are adapting to COVID-19, the economic rebound of the county and state, and their hopes and expectations about the College's role in that recovery.

Turning his attention to other matters, Board Chair Knapp reported that the Board of Trustees committed to becoming and operating as an anti-racist governance body, which is one of their fiscal year 2021 goals. He encouraged the full Board to participate in the self-guided activities that are identified in the Board of Trustees Anti-Racism Awareness and Understanding Proposal, which was developed and approved by the Executive Committee. Board Chair Knapp stated that the Board's work in this area will continue at a mid-year retreat, and throughout the year across multiple domains and mediums.

Board Chair Knapp congratulated Trustee Suggs Smith, who was recently appointed to the Member Communications and Education Committee of the Association of Community College Trustees. He also thanked Trustee Brintnall, Dr. Pollard, and Dr. Cain for providing testimony at the County Executive's Capital Improvement Plan Budget virtual meeting; and he thanked Trustees for attending the Committee for Montgomery Annual Legislative Breakfast on December 11.

Board Chair Knapp concluded his report with news of two upcoming virtual events—the Maryland Association of Community College’s Trustee Leadership Conference on January 25, and the Association of Community College Trustees’ National Legislative Summit in February.

C. Committee Reports

i. Policy and Governance Committee Report

Trustee Hoffman, committee chair, reported that the Policy and Governance Committee met on December 2. The committee reviewed its FY21 objectives and the Board of Trustees bylaws at that time. Trustee Hoffman stated that the Policy and Governance Committee’s work should be linked to that of the Succession Planning Committee in an ongoing process in the future. He announced that a survey would be created to gauge the need for new policy areas with hopes to formalize the findings in January and at future meetings. Trustee Hoffman concluded his report with thanks to his fellow committee members and staff for their support.

ii. Audit Review Subcommittee Report

First Vice Chair Brintnall, subcommittee chair, reported that the Audit Review Subcommittee met on December 11 with CLA to preview the FY20 audit. He stated that the subcommittee was very pleased with the audit and supports the recommendation that the Board of Trustees accept the FY20 Audited Financial Statements and the CC-4. First Vice Chair Brintnall also stated that the subcommittee supports the decision to defer the Single Audit. First Vice Chair Brintnall concluded his report with thanks to his fellow committee members and staff for their support.

iii. Budget and Financial Sustainability Committee Report

Trustee Suggs Smith, committee chair, reported that the Budget and Financial Sustainability Committee met on December 9 to review and discuss the proposed fiscal year 2022 operating budget. She reported that the committee fully supports the proposed budget and reminded the Board that the following presentation of the operating budget is for information only. The Board will be asked to take action at its meeting in January. Trustee Suggs Smith concluded her report with thanks to her fellow committee members and Dr. Pollard for her leadership with budget development.

6. BUDGET MATTER

Presentation of the Proposed FY22 Current, Enterprise, and Other Funds Budgets

Dr. Pollard, Ms. Schena, and Ms. Greaney introduced the proposed FY22 Current, Enterprise, and Other Funds Budgets as an information item.

Dr. Pollard stated that the FY22 operating budget recognizes the volatility and uncertainty of county and state revenues and assumes flat funding. She added that the presented budget provides the College’s best insight at this time.

Ms. Schena reported that the proposed FY22 operating budget was developed based on consideration of several current realities, such as the continuing downturn in enrollment and

continuing economic uncertainty and volatility.

Ms. Greaney presented details of the proposed FY22 operating budget, beginning with budget development considerations and revenue and expenditure assumptions. She reported that the presented budget anticipates no reduction from the FY21 funding levels of state aid and county support; assumes no increase to hourly tuition and fee rates for our credit students; and estimates a significant use of fund balance to preserve mission and protect employment.

The proposed FY22 Current, Enterprise, and Other Funds Budgets will be presented in January for the Board's action.

7. REGULATORY MATTER

BR#20-12-093 The Montgomery College Audited Financial Statements for Year Ended June 30, 2020 and 2019

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

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

8. CONSENT AGENDA

BR#20-12-094 Personnel Actions Confirmation Report

Trustee Levine asked for the removal of item 8B, *Corporate Authorization Resolution Required by Banks for Certificate of Deposit Accounts*, from the consent agenda for discussion.

Trustee Morales made a motion to approve the single item remaining on the revised consent agenda. Trustee Brintnall seconded. The Board voted by roll call and the motion passed unanimously.

BR#20-12-095 Corporate Authorization Resolution Required by Banks for Certificate of Deposit Accounts

Trustee Levine made a motion to amend the *Corporate Authorization Resolution Required by Banks for Certificate of Deposit Accounts* item by striking the last resolution clause.

Trustee Suggs Smith seconded. The Board voted by roll call and the motion passed.

9. AWARDS OF CONTRACT (COMPETITIVE)

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|---------------------|--|------------|
| BR#20-12-096 | Award of Contract, Custodial Supplies, Bid e421-001 | |
| BR#20-12-097 | Award of Contract, Email Protection Software Renewal, | Bid |
| e5231-014 | | |
| BR#20-12-098 | Award of Contract, Data Analytics Software Renewal, | Bid |
| e521-016 | | |
| BR#20-12-099 | Award of Contract, Construction Materials Testing and Special Inspection Services, Catherine and Isiah Leggett Math and Science Building, Takoma Park/Silver Spring Campus, | Bid |
| e621-002 | | |

Trustee Levey made a motion to approve the competitive awards of contract. Trustee

Morales seconded.

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

10. POLICY MATTER

New Policy 32100-Allocation, Recruitment, and Appointment of Regular Employee and Temporary with Benefits Employees

Dr. Pollard introduced new policy 32100–Allocation, Recruitment, and Appointment of Regular Employee and Temporary with Benefits Employees as an information item. She stated that this item would be brought to the Board for a vote in January.

11. NEW BUSINESS

There was no new business to come before the Board.

12. PUBLIC COMMENTS

Ms. Arlean Graham gave comments.

13. TRUSTEE COMMENTS

Board Chair Knapp recognized the successful completion of the semester and the sound financial footing of the College in these uncertain times. He praised the leadership, faculty, and staff of the College, and gave particular accolades to our students. Board Chair Knapp concluded his remarks with gratitude and wishes to all for a restful and restorative holiday.

14. ADJOURNMENT

Trustee Morales made a motion to adjourn. Trustee Suggs Smith seconded.

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

The meeting adjourned at 8:44 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: January 27, 2021