



BOARD OF TRUSTEES OPEN MEETING MINUTES
Montgomery College, Rockville, Maryland
June 19, 2017

1. CALL TO ORDER

The Board of Trustees of Montgomery College met in open session on June 19, 2017, in the Board Room, Mannakee Building, Rockville, Maryland. The open session meeting was called to order by the chair at 9:10 p.m.

2. ROLL CALL

Trustees Present: Ms. Marsha Suggs Smith, Chair
Mr. Michael J. Knapp, First Vice Chair
Ms. Gloria Aparicio Blackwell, Second Vice Chair
Dr. Kenneth J. Hoffman, Trustee
Mr. Robert Hydorn, Trustee
Mr. Robert Levey, Trustee
Dr. Leslie S. Levine, Trustee
Mr. Michael Priddy, Trustee
Mr. Benjamin Wu, Trustee

Present Ex-Officio: Dr. DeRionne P. Pollard, President and Secretary-Treasurer (via phone)

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, Acting General Counsel
Ms. Lily Lee, Board Relations Coordinator
Dr. Sanjay Rai, Senior Vice President for Academic Affairs
Mr. David Sears, Senior Vice President for Advancement and Community Engagement
Dr. Janet Wormack, Senior Vice President for Administrative and Fiscal Services

3. APPROVAL OF THE AGENDA

Trustee Levey moved to approve the agenda; Trustee Wu seconded. The agenda was unanimously approved by the Board.

4. COMMENTS PERIOD

There were three speakers to come before the Board. Mr. Harry Zarin spoke in capacity as the president of the MC chapter of American Association of University Professors representing full-time faculty and commented on the budget process for FY18 and impacts on the collective bargaining process. Mr. Rick Whiting, the spouse of a College employee, spoke about his concerns related to a personnel matter. Mr. David Neumann spoke in his capacity of president of the MC chapter of Service Employees International Union

representing part-time faculty and commented on the agreement recently reached between the College and SEIU.

5. APPROVAL OF MINUTES

A. May 15, 2017 Closed Session

B. May 15, 2017 Open Session

Trustee Hydorn moved to approve the minutes for May 15, 2017, closed and open sessions; Trustee Levey seconded. The minutes were unanimously approved by the Board.

6. REPORTS

A. President's Report

Dr. Wormack delivered the President's Report on Dr. Pollard's behalf, recapping several developments that had taken place since the last board meeting.

She announced that the county council made its final decisions on the operating budget in late May and reminded the board that it had requested an increase of \$7.4 million, all of which was to go to support salaries and benefits. Ultimately, the county executive and the county council approved a total increase of \$5.2 million, which was \$3.2 million over the county executive's initial recommendation. She expressed her gratitude to the county executive and county council for their continued support of Montgomery College.

Dr. Wormack reported that the county council has requested a report on Montgomery College metrics. Over the year, the Office of Legislative Oversight researched key indicators of College activities that can be used in the future. She noted that the College already has something similar at the state level—the Performance Accountability Report—but this marks a new development in the county and indicates an interest in more data-based decision making.

Dr. Wormack thanked all the trustees who participated in commencement and thanked the Office of Special Events staff for all their work and planning. This year's event celebrated the achievement of nearly 2,800 students who earned a degree or certificate.

Dr. Wormack congratulated Senior Vice President for Academic Affairs Sanjay Rai for being named the Leader of the Year at Leadership Montgomery's annual Celebration of Leadership event.

She reported that the final moves to the new Central Services offices would take place during the week of the Board's June meeting, noting that the meeting tonight is the last and final board meeting ever to be held in this location. Dr. Wormack expressed gratitude to the Montgomery College Foundation for its leadership in acquiring and renovating the Central Services Building for the College.

In closing, Dr. Wormack mentioned other accomplishments made during the year, including work on student success in our first year as a member of Achieving the Dream, progress on completing our Self-Study for reaccreditation, national student recognitions, launch of a new website, introduction of the new College branding and tagline, opening of the Science Center West Building on the Rockville Campus, opening of a parking garage on the

Rockville Campus, ramping up to launch Workday as our enterprise system, and starting the installation of a new phone system, among many others.

B. Chair’s Report

Chair Suggs Smith shared information about the meeting held with the Montgomery County Board of Education earlier in the evening. The two boards discussed two major collaborative efforts: dual enrollment and alternate placement.

She thanked the trustees for their advocacy efforts in the past year, adding that their engagement has meant so much for Montgomery College students.

Finally, she commented that the board held a retreat on June 9, 2017, where it continued its work on “Envisioning the Future.” The three-phase process began last fall, with senior vice presidents and the chief of staff presenting strengths, weaknesses, opportunities and threats (SWOTs) in functional areas of interest to the College. In the spring semester, the SWOTs were considered in the board’s committees and again at the mid-year retreat, where board members developed a consensus about the major concerns and next steps. The work carried out in the past year will continue to inform the board and president’s work and as well as the next strategic plan to follow *Montgomery College 2020*.

Board Chair Suggs Smith asked the other trustees for reports of their recent activities.

Trustee Hydorn reported that he attended the Leadership Montgomery annual celebration and Trustee Wu reported on attending the Montgomery County Chamber of Commerce annual dinner, where Dr. Pollard accepted the Partner of the Year Award.

7. CONSENT AGENDA

- A. BR#17-06-046 Personnel Actions Confirmation Report**
- B. BR#17-06-047 Policy Modification 65001—Reimbursement for Travel and Related Expenditures**

C. Retirement Recognitions

- i. 17-06-048 Mr. Stephen R. Ambrose**
- ii. 17-06-049 Mr. Mark B. Bandak**
- iii. 17-06-050 Ms. Kit-Wah P. Boyce**
- iv. 17-06-051 Professor AnaMaria P. de Jesus**
- v. 17-06-052 Ms. Maureen F. Feely-Kohl**
- vi. 17-06-053 Mr. Raymond J. Kimball**
- vii. 17-06-054 Dr. Betty H. Payne**
- viii. 17-06-055 Ms. Deborah S. Reis**
- ix. 17-06-056 Ms. Susan L. Whalen**
- x. 17-06-057 Ms. Georgia S. Woolridge**

D. Awards of Medallions

- i. 17-06-058 Award of Bronze Medallion to Ms. Sarah Espinosa**
- ii. 17-06-059 Award of Bronze Medallion to Ms. Bernice G. Grossman**
- iii. 17-06-060 Award of Bronze Medallion to Dr. Lisa Miller Newman**
- iv. 17-06-061 Award of Bronze Medallion to Ms. Kathleen A. Wessman**
- v. 17-06-062 Award of Silver Medallion to Mr. Clyde “Rocky” Sorrell**
- vi. 17-06-063 Award of Silver Medallion to Mr. Michael D. Priddy**

First Vice Chair Knapp made a motion to add the following items to the Consent Agenda:

- 8A. BR#17-06-064 Deletion of the Computer Applications Associate of Applied Science Degree**
- 8B. BR#17-06-065 Acceptance of the Annual Progress Report of Programs of Cultural Diversity Plan**
- 9B. BR#17-06-066 Adoption of Policy 31000–Code of Ethics and Employee Conduct**
- 10A. BR#17-06-067 Award of Contract, Safety and Security Camera Equipment and Services, Bid 517-015**
- 10B. BR#17-06-068 Award of Contract, Workforce Development & Continuing Education Healthcare-Related Certification Courses, Bid 517-017**
- 10C. BR#17-06-069 Award of Contract, Mass Notification System, Phase 2, Bid 617-010**
- 10D. BR#17-06-070 Multiple Awards of Contract, Classification and Compensation-related Services, Bid 917-009**
- 10E. BR#17-06-071 Amendment to Award of Contract for the Continuation of Service of Student Success Tracking Software License**
- 13A. BR#17-06-072 Final Adoption of the FY18 Current, Enterprise, and Other Fund Budgets**
- 13B. BR#17-06-073 Final Adoption of the FY18 College Capital Budget**
- 13C. BR#17-06-074 Petitions for FY18 State Funding**
- 14. BR#17-06-075 Compensation in FY18**

Trustee Hydorn seconded the motion to add the above items to the consent agenda. The motion was passed unanimously by the Board.

Trustee Hydorn made a motion to approve the newly-expanded consent agenda, with Trustee Levine seconding. The motion passed by unanimous vote.

Each Trustee thanked outgoing Trustee Michael Priddy for his commitment and service to the College. Trustee Priddy in turn thanked the Board for the opportunity to serve and praised their work and leadership.

Trustee Knapp made a motion to remove item 9B, Modification of Policy 11001–Board of Trustees Bylaws from the agenda. Trustee Levine seconded and the motion was passed unanimously.

11. AWARD OF CONTRACT (SOLE SOURCE)

- BR#17-06-076 Amendment to Sole Source Award of Contract, TouchNet Commerce Management System, Cashiering Services Module and Professional Services**

Trustee Hydorn moved to approve the sole source award of contract and Trustee Hoffman seconded the motion. The motion passed by unanimous vote.

12. COLLECTIVE BARGAINING

- A. BR#17-06-077 Approval of Memorandum of Agreement—Collective**

B. BR#17-06-078 **Bargaining Agreement between Montgomery College and the American Federal of State, County, and Municipal Employees, AFL-CIO, Council 67, Local 2380**
Approval of Memorandum of Agreement—Collective Bargaining Agreement between Montgomery College and the Service Employees International Union, Local 500, CtW

Trustee Hydorn made a motion to approve the collective bargaining agreement. Trustee Wu seconded and the motion passed unanimously.

15. BOARD MATTERS

A. BR#17-06-079 **Approval of the Board of Trustees Annual Report for FY17**

Trustee Hydorn motioned to approve the annual report and Trustee Hoffman seconded. The motion passed by unanimous vote.

B. Election of Board Officers for FY18

Dr. Wormack opened the floor for nominations for the Board Officers positions. The following nominations were made:

- Trustee Priddy nominated First Vice Chair Knapp for chair and Trustee Hydorn for first vice chair.
- Trustee Hoffman nominated Trustee Levine for the position of second vice chair.
- Trustee Levine nominated Second Vice Chair Aparicio Blackwell for the position of first vice chair.

All nominations were accepted. Nominees and all the trustees spoke to thank the outgoing chair for her services.

An election was held for the position of first vice chair between nominees Aparicio Blackwell and Hydorn. Trustee Aparicio Blackwell was elected to the position of first vice chair.

The officers for FY18 will be Mr. Michael Knapp as chair, Ms. Gloria Aparicio Blackwell as first vice chair, and Dr. Les Levine as second vice chair.

12. NEW BUSINESS

There was no new business to come before the Board.

13. ADJOURNMENT

In compliance with the Annotated Code of Maryland, Title 10-508, subject to Chapter 655 of the Laws of 1991, the chair announced that the Board voted unanimously to convene a closed session June 19, 2017, in room 318 of the Mannakee Building, Rockville, Maryland, at 7:25 p.m. to discuss four legal matters (subsection 7) and a collective bargaining matter (subsection 9).

On a motion by Trustee Hydorn, and a second by Trustee Levey the Board voted unanimously to adjourn at 10:15 p.m.

Signature on file

Marsha Suggs Smith
Chair, Board of Trustees

Signature on file

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

Recorder: Lily Lee

Approved on: September 18, 2017