

APPROVED, September 19, 2005

**Board of Trustees Minutes
Montgomery Community College
June 20, 2005**

The Board of Trustees of Montgomery Community College met in public session on June 20, 2005, in the Trustee Board Room, Central Administration. The regular public meeting was called to order by the First Vice Chair. The following Board members were present:

Dr. Sylvia W. Crowder, First Vice Chair
Ms. Roberta F. Shulman, Second Vice Chair
Dr. Jong-on Hahm
Dr. Mary E. Cothran

Dr. Robert E. Shoenberg
Mr. Stephen Z. Kaufman
Dr. Owen D. Nichols

Dr. Charlene R. Nunley, secretary-treasurer of the Board of Trustees and president of the College was present. Trustees Gene W. Counihan, Michael C. Lin, and Kanika M. Hughley were absent.

Subject: Approval of the Revised Agenda and Minutes of May 16, 2005

On motion by Trustee Nichols, seconded by Trustee Cothran, the agenda and minutes were approved as read.

Resolution No. 05-44

Subject: Ms. Alice Tercijonas

Dean Tony Hawkins, Germantown Campus, provided comments on the life and service of Ms. Alice Tercijonas at the College. Ms. Tercijonas provided brief comments and thanked the Board for the recognition.

Resolution No. 05-45

Subject: Ms. Martha Turner

Ms. Turner was unable to attend the meeting.

Resolution No. 05-46

Subject: Retirement Recognition and Emerita Status to Professor Virginia Mayes

Dean Tony Hawkins, Germantown Campus, provided comments on the life and service of Professor Virginia Mayes at the College. Professor Mayes provided brief comments and thanked the Board for the recognition.

Resolution No. 05-47

Subject: Award of Bronze Medallion and Recognition of Retirement of Ms. Sandra W. Wright

Dr. Nunley provided comments on the life and service of Ms. Sandra Wright at the College. Ms. Wright provided brief comments and thanked the Board for the recognition.

Resolution No. 05-48

Subject: Award of Silver Medallion and Recognition of Retirement of Dr. Frank Tusa

Dr. Tusa was unable to attend the meeting, but will be recognized at another Board meeting. On motion by Trustee Shulman, seconded by Trustee Nichols, the Board approved and adopted the above subject resolutions. (Copies of the resolutions, as adopted by the Board, are attached in the Record of Resolutions, pages 1-6.)

Subject: Comments Period

There was one speaker to come before the Board, Dr. Harold Williams, faculty member, Takoma Park Campus, who spoke about the lack of a tuition waiver for bargaining unit members who work 20 hours/week.

Subject: President's Report to the Board

Dr. Nunley introduced Ms. Clarice Somersall in a new role as Vice President of Learning and Academic Effectiveness, Dr. Brad Stewart the new Vice President and Provost of the Takoma Park Campus, and Mr. David Sears the new Vice President of Institutional Advancement.

Dr. Nunley commented on Commencement and the challenges that the College faced that day. She expressed her gratitude to everyone who had a hand in making the Commencement a success for the students.

Subject: Spotlight Report on the Office of Communications

Mr. Steve Simon, Director of Communications, provided the report and introduced his office team. Mr. Simon demonstrated how the office was working with Cable TV and the media in getting the College's message out to the public. Mr. Simon played a radio "endless possibilities" ad also.

Trustee Hahm commented and asked about the College's involvement with Clear Channel. Mr. Simon indicated that there has been communications with the media organization. Trustee Kaufman asked about a media piece on the various student clubs on the campuses. Mr. Simon did not know if the College has ever had a television story about this topic. Trustee Kaufman pointed out that international students gravitate toward the clubs and is a big force on the campuses.

Trustee Shoenberg commented that he admired what Mr. Simon and his staff have done in the short time that they have been a team at the College. The look and sound of the College is really attractive and the opportunities that they have been able to identify and take advantage of and their insight into where those opportunities lie has been absolutely wonderful and very exciting.

Subject: Trustee Information Report

Mr. Ed Roberts, Director of the Gudelsky Institute, provided highlights of the report on the Apprenticeship Program.

Trustee Shoenberg asked what was the immediate source for the Apprenticeship Program. Mr. Roberts indicated that it was in the trades students. Trustee Kaufman indicated that he was very pleased and proud of the Gudelsky Institute and everything that it does and the success that it has had for over 10 years. It is a great tribute to the full spectrum of the community that that the College serves.

Trustee Shoenberg asked about how the program was doing with recruiting students from MCPS. Mr. Roberts indicated that the program has not seen many students from MCPS. Students that come to the program are older than high school students.

Resolution No.

05-49

05-50

Subject: Consent Calendar

Personnel Actions Confirmation

Award of Contract, Collegewide Food, Catering, and Vendor Service Operations

05-51	Award of Contract, Exclusive Beverage Pouring Rights
05-52	Award of Contract, Office Supplies and Desktop Delivery Services
05-53	Award of Contract, Lease-Purchase of Digital Bookmark Copiers for Use by Library Patrons
05-43	Sole Source Award of Contract, Online Automated Library System Maintenance Services
05-54	Sole Source Award of Contract, Web-Based Self-Service Assessment Scheduling Software and Services
05-56	Sole Source Award of Contract, Project Office Software, Training and Consulting Services
05-57	Sole Source Award of Contract, Technology Availability Services
05-58	Sole Source Award of Contract, Web-Based Computer-Assisted Nursing Instruction Program Software and Services
05-59	Sole Source Award of Contract, Rockville Campus Elevator Repairs for Campus Center, Physical Education, and Humanities Buildings
05-60	Approval of Change Order, Campus Center Mechanical Systems Modernization, Rockville Campus
05-61	Approval of Change Order, Humanities and Social Sciences Building, Fire Alarm System Replacement, Germantown Campus

Trustee Crowder noted that Consent Calendar agenda items 8C1 and 8C, Online Automated Library System Maintenance Services, were duplicates and item number 8C7 was deleted from the agenda.

On motion by Trustee Shoenberg, seconded by Trustee Hahm, the Board approved and adopted the above subject resolutions. (Copies of the resolutions, as adopted by the Board, are attached in the Record of Resolutions, pages 7-34.)

<u>Resolution No.</u>	<u>Subject: Approval of Other Resolutions</u>
05-62	Final Adoption of the FY2006 College Capital Budget
05-63	Final Adoption of the FY2006 Current Fund and Special Funds Budgets
05-64	Non-Bargaining Associate and Support Staff General Salary Adjustment for FY2006
05-65	Salary Schedule for Non-Bargaining Administrative, Associate, and Support Staff for FY2006
05-66	Non-Bargaining Administrative, Associate, and Support Staff Salary Merit Adjustment for FY2006
05-67	Special Recognition and Outstanding Service Awards for FY2006
05-68	Non-Bargaining Associate and Support Staff Shift Differential for FY2006
05-69	Longevity Increase for Non-Bargaining Staff Employees
05-70	Memorandum of Agreement – Collective Bargaining Agreement (AFSCME)
05-71	Part-time Faculty Pay Structures and Rates for FY2006
05-72	Request for Approval of the New Associate of Arts in Teaching Degree in Chemistry (Secondary A.A.T.)
05-73	Request for Approval of the New Associate of Arts (A.A.) Degree in Computer Gaming and Simulation
05-74	MC/MCPS Partnership Project, Montgomery County Refugee Training Center Grant
05-75	Establishment of A Major Facilities Capital Projects Fund

- 05-76 Proposal for Renaming the Takoma Park Campus as the "Takoma Park/Silver Spring Campus"
- 05-77 Board of Trustees Schedule of Meetings for FY2006
- 05-78 Approval of Transaction for the Development and Construction of an Arts Building on the Takoma Park Campus

On motion by Trustee Nichols and on condition that any question or any comment be allowed and made on any of the items, moved that items 9-20 on the agenda be approval in total. The motion was seconded by Trustee Hahm. The Board approved and adopted the above subject resolutions. (Copies of the resolutions, as adopted by the Board, are attached in the Record of Resolutions, pages 35-69.)

Trustee Kaufman noted for the record that all of the agenda items have been discussed by the Board in great detail.

Trustee Shoenberg commented on the resolution for renaming the Takoma Park Campus. He indicated that it was a terribly awkward name to give to the campus. He understood the reasons for doing it and the need to incorporate the ideal of Silver Spring into it. He requested that staff sometime give some consideration to a different form of naming the campuses. He indicated the he was not particularly enamored of north, central, and south. The awkwardness of the name calls into question the whole thing. The College might find some ways in naming the campuses for particular individuals who were significant in the life of the College, for instance, naming the Takoma Park Campus the Bliss Campus would not be a terrible ideal since the memory of the Bliss Electrical College and its founder, which would cede at the Campus, have a hallow place in Montgomery College history. It may be that the College could do something similar for the other campuses. He indicated that he hopes that the College would do better in the future. Trustee Shoenberg stated that he knew the politics involved in naming the Campus. His concern was aesthetic.

Dr. Nunley commented and indicated that with the guidance the Board gave, College staff talked with a number of elected officials who they thought might have some concern. She indicated that College staff heard no serious opposition which was progress from when the issue first came on the table.

Trustee Kaufman indicated that factually, the name was correct.

Trustee Hahm commented on agenda item 16. She thanked the College for having the foresight to offer the degree in Computer Gaming and Simulation.

Dr. Nunley thanked Ms. Liz Brandenburg, leader of the AFSCME Bargaining Unit. Dr. Nunley thanked her for helping the College to reach the agreement. Ms. Brandenburg thanked her Bargaining Unit team members who volunteered to help with the bargaining agreement.

Subject: Board Organizational Matters

Trustee Nichols presented the slate of candidates for Board officers for FY2006 for the following individuals in the following positions: Chair of the Board of Trustees, Dr. Sylvia Crowder; First Vice Chair, Ms. Roberta Shulman; and Second Vice Chair, Mr. Michael Lin who has encountered a problem and if unable to serve, Mr. Steve Kaufman will serve as the Second Vice Chair.

Trustee Shulman moved, and Trustee Shoenberg seconded that the slate of candidates be approved for the FY2006 Board officers as presented. The motion was approved and adopted by the Board.

Resolution No. 05-78

**Subject: Approval of Transaction for the
Development and Construction of an Arts
Arts Building on the Takoma Park Campus**

Dr. Nunley provided comments and indicated that this issue has been discussed at many more meetings than this one tied into the redevelopment of the bakery at the Takoma Park Campus. The College is at the point to where it is ready to issue bonds. If the Board acted this evening, the College would be able to proceed over the summer, as there is not a meeting until September. This resolution came late to the Board, but there was a real health issue with the bond counsel working on this matter that caused delay. Dr. Nunley indicated that she has great confidence that College staff have looked into this matter in great detail. The matter is complex, but part of the College's great step forward in getting needs of the College met without always depending on public resources to get them done. Dr. Nunley recommended that the Board act on the resolution this evening and College staff would report back to the Board in September on the progress that has been made as a result of the action taken tonight.

On motion by Trustee Nichols, seconded by Trustee Cothran, the Board approved and adopted the above subject resolution. (A copy of the resolution, as adopted by the Board, is attached in the Record of Resolutions, pages 70-74.)

**Subject: New Business, Announcements, and
Adjournment**

Dr. Crowder acknowledged Mr. Counihan's outstanding chairmanship of the Board. She indicated that last Saturday, Mr. Counihan was recognized as "Outstanding Leader of the Year" by Leadership Montgomery which was a well-deserved recognition. Mr. Counihan has been a marvelous Chair for the Board and the Trustees value his leadership.

Trustee Shulman seconded, Dr. Cothran added commendation to his service as Board Chair, and Trustee Shoenberg indicated that the Board would definitely like to say something to Mr. Counihan in person, and everyone feels gratitude for the extraordinary leadership that he has given the Board. He has been a magnificent Chair.

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 to hold an Executive Session on June 20, 2005, at 6:00 p.m. in the President's Conference Room, Central Administration, Rockville, Maryland, when two site matters (subsection 3) – Takoma Park Campus and Germantown Development Updates were discussed; and one collective bargaining matter (subsection 9) was discussed.

The business on the agenda having been completed and with the consent of all Board members present, the First Vice Chair adjourned the meeting at 8:48pm.

Chair

Secretary-Treasurer

Recorder: Arlean B. Graham