

APPROVED, October 15, 2007

**Board of Trustees Minutes
Montgomery Community College
September 17, 2007**

The Board of Trustees of Montgomery Community College met in public session in Room 015 Campus Center, Rockville Campus, on September 17, 2007. The regular public meeting was called to order by the Chair. The following Board members were present:

Ms. Roberta Shulman Chair
Mr. Stephen Z. Kaufman, 2nd Vice Chair
Dr. Owen Nichols
Mr. Gene Counihan

Mr. Reginald Felton
Dr. Jong-on Hahm
Mr. Cristian Barrera
Ms. Gigi Godwin

Dr. Brian K. Johnson, secretary-treasurer of the Board of Trustees and president of the College was present. Trustees Sylvia Crowder and Michael Lin were absent.

**Subject: Approval of Agenda and Minutes
of June 18, 2007**

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

Subject: Comments Period

A statement on the purpose of the comments period was read by the chair. There were two speakers to come before the Board, Mr. Matthew Jablonski and Dr. Dan Jablonski. Each provided comments on a disability accommodations matter.

Subject: Recognitions

Resolution No. 07-09-092 - Retirement of Ms. Ann Warner

Resolution No. 07-09-093 - Retirement of Ms. Ellen J. Morse

Resolution No. 07-09-094 - Retirement of Ms. Beatrice Carasso

**Resolution No. 07-09-095 - Retirement Recognition and Emerita Status for
Dr. Molly Abraham**

**Resolution No. 07-09-096 - Retirement Recognition and Emeritus Status for
Professor Terry Dyroff**

**Resolution No. 07-09-097 - Retirement Recognition and Award of Bronze Medallion
to Dr. Kay L. Bosgraaf**

On motion by Trustee Nichols, 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 2-12). The above retirees were not present.

Resolution No. 07-09-098

**Subject: Retirement Recognition and Award of
Silver Medallion to Dr. Gail I. Forman**

Dean Carolyn Terry, Rockville Campus, provided comments on the life and service of Dr. Gail Forman at the College. Vice President Shartle-Galotto provided comments also. Trustee Shulman and Dr. Johnson presented Dr. Forman with the Silver Medallion, framed resolution, and retirement gift. Dr. Forman provided brief remarks and thanked the Board for the recognition.

Subject: President's Report to the Board

Dr. Johnson provided brief comments on the President's Report by welcoming the Trustees back from the summer break, highlighted the College's closer relationship with the Governor's office, the working relationship at the County level, and the working relationship with the other community colleges in the State. Dr. Johnson welcomed Trustees Felton and Barrera to the Board.

Subject: Rockville Campus Annual Report

Vice President and Provost Judy Ackerman welcomed the Board to the Rockville Campus and presented the Rockville Campus Annual Report. She focused on the three campus objectives: (1) foster a campus atmosphere that facilitates communication, physical, intellectual and cultural quality of life by maximizing appropriate usage of space and ensuring safety and security in a pleasant and healthy environment; (2) facilitate the recruitment and retention of a well-qualified, diverse group of adjunct and full-time faculty and staff and support their professional development to ensure their continued excellence; and (3) strengthen and enhance educational and community partnerships with the school system, higher education institutions, business groups, cultural and community organizations, and to increase the College's visible presence and ensure effective and seamless learning for all. Vice President and Provost Ackerman highlighted some aspects of the Rockville Campus Task Force Report that was shared with the Board earlier tonight and introduced the student leaders that were present.

Subject: Trustee Information Report

Dr. Johnson introduced the reports to the Board and there were no comments from the Board.

Resolution No.

Subject: Consent Calendar

07-09-099	Personnel Actions Confirmation Report
07-09-100	Graduates Receiving the Associate Degree and the One-Year Program Certificate in Spring 2007
07-09-101	Request for Approval of the Ethnic Social Studies Certificate
07-09-102	Change Order, Science North HVAC Unit Control System, Takoma Park/Silver Spring Campus
07-09-103	Change Order, Unforeseen Site Conditions, Cultural Arts Center Takoma Park/Silver Spring Campus
07-09-104	Award of Contract, Employee Benefit Programs
07-09-105	Procurement through Other Agency Contracts, Purchase of Medical Coverage through Montgomery County Public Schools
07-09-106	Procurement through Other Agency Contract, Purchase of Pharmacy Management Services through Montgomery County Public Schools

On motion by Trustee Nichols, seconded by Trustee Hahm, the Board approved and adopted the above Consent Calendar. (Copies of the resolutions, as adopted by the Board, are attached in the Record of Resolutions, pages 13-44.)

Resolution No.

07-09-107	Sole Source Award of Contract, Radio Advertisement Services
07-09-108	FY2007 Operating Fund Functional Transfer
07-09-109	Acceptance of Maryland Higher Education Performance Accountability Report
07-09-110	Memorandum of Understanding with Montgomery County Public Schools

On motion by Trustee Nichols that agenda items #9-12 be approved with the understanding that

any question or comment may be allowed on these resolutions, seconded by Trustee Kaufman, 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 45-54.)

Trustee Kaufman asked for some background information on agenda item #10, FY2007 Operating Fund Functional Transfer. Mr. Marshall Moore, chief business officer, and Vice President Campbell provided the background information.

Trustee Felton asked about agenda item #9, Sole Source Award of Contract, Radio Advertisement Services, regarding the threshold for \$25,000. Mr. Moore indicated that State law dictates the threshold for a sole source award.

Mr. Rocky Sorrell, general counsel, indicated that the College under President Johnson's administration, wants to be more transparent and more open to sole source awards. The College is welcoming opportunities to bring sole source awards of contracts into the open so that everyone can see them and there is documentation from the Board. Although the \$25,000 may be somewhat low in a historical content, it has actually worked very well.

Trustee Counihan asked for information on agenda item #12, Memorandum of Understanding with Montgomery County Public Schools. Vice President Shartle-Galotto and Professor Debra Poese provided comments.

Dr. Robert Lynch, director of Institutional Research and Analysis, provided comments on the importance of the Maryland Higher Education Commission Performance Accountability Report. He indicated that the Commission has made it known that the indicators and benchmarks for each will be treated considerable seriousness. They would like each institution to accept and forward the Accountability Report to them with that in mind. The executive vice presidents and Dr. Johnson has assured us that Trustee Information Reports will be looked at in terms of the extent to which they address, when appropriate, PAR indicators as a way of reinforcing their importance knowing that the Commission will be looking at them with some intensity and some seriousness. We are trying to reinforce the notion for authors of TIP reports that they address PAR indicators when possible and that we examine the extent to which we are achieving these benchmarks on each of the indicators with some regularity.

Subject: New Business, Announcements, and 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 to hold an Executive Session (closed session) on September 11, 2007 when three site matters (subsection 3) – Campus Updates for Rockville, Germantown, and Takoma Park/Silver Spring were discussed and four personnel matters (subsection 1) were discussed. In addition, the Board held an Executive Session on September 17, 2007 when two site matters (subsection 3) – Campus Updates for Rockville and Takoma Park/Silver Spring were discussed; one personnel matter (subsection 1); and one private matter (subsections 2 & 13) were discussed.

The business on the agenda having been completed and with the consent of all Board members present, the Chair adjourned the meeting at 9:00pm.

Chair

Secretary-Treasurer

Recorder: Arlean B. Graham

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