



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

PUBLIC BOARD MEETING AGENDA

Central Services Building • Room CT S108 • 9221 Corporate Blvd, Rockville, MD 20850

BOARD OF TRUSTEES

Michael J. Knapp
Chair

Gloria Aparicio Blackwell
First Vice Chair

Leslie S. Levine, PhD
Second Vice Chair

Michael A. Brintnall, PhD

Kenneth J. Hoffman, MD

Robert J. Hydorn

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Robert F. Levey

Marsha Suggs Smith

Sasini Wickramatunga
Student Trustee

PRESIDENT AND SECRETARY-TREASURER

DeRionne P. Pollard, PhD

Monday, March 18, 2019 • 7:30 p.m.

Snow Date: Monday, March 25, 2019

1. Call to Order Procedural
2. Roll Call Procedural
3. Approval of Agenda Action
4. Comments Period Procedural
5. Approval of Minutes Action
 - A. February 18, 2019 Closed Session Meeting
 - B. February 18, 2019 Public Meeting
6. Tribute Action
 - Tribute to Mr. Kevin Murphy
7. Reports Information
 - A. Student Recognition
 - B. President's Report (Dr. DeRionne P. Pollard)
 - C. Chair's Report (Mr. Michael J. Knapp)
 - D. Liaison Report
 - Montgomery College Foundation Liaison Report (Dr. Michael Brintnall)
8. Consent Agenda Action
 - A. Personnel Actions Confirmation Report
 - B. Honorary Degrees
9. Facilities Matters Action
 - Response to Montgomery County Planning Board Mandatory Referral Recommendations, Takoma Park/Silver Spring Campus Catherine and Isiah Leggett Math and Science Building Project, Application MR2019011
10. Board Matter Action
 - Schedule of Board Meetings for Fiscal Year 2020
11. New Business Procedural
12. Trustee Comments Procedural
13. Adjournment Procedural

NOTICES

BOARD OF TRUSTEES INFORMATION. The board's meeting schedule, agendas, meeting minutes, and records of resolutions are available at www.montgomerycollege.edu/bot.

PUBLIC COMMENTS. The board welcomes public comments, which can be sent to trustees@montgomerycollege.edu or to Board of Trustees, 9221 Corporate Blvd, Rockville, MD 20850, ATTN: Public Comments.

PUBLIC TESTIMONY. Persons wishing to speak before the board during a public meeting must sign up no less than seven (7) days before the scheduled meeting by calling 240-567-5272 or emailing trustees@montgomerycollege.edu. An electronic file or a hard copy of the testimony must be provided to the Board of Trustees by 5:00 p.m. on the day of the public meeting. Persons speaking before the board are provided four minutes for comments. The board allots 16 minutes for comments during each public meeting, though this time may be extended for an additional specified period by motion of the board chair and agreement by two-thirds of board members present. Additional comment time may be scheduled at the end of the agenda prior to adjournment.

ALTERNATIVE AGENDA FORMAT. This agenda is available in an alternative format upon request, in accordance with the Americans with Disabilities Act, by contacting 240-567-5272 or trustees@montgomerycollege.edu at least two weeks prior to the scheduled board meeting.

COMMUNICATIONS ACCOMMODATIONS. For special accommodations in communicating with the board, contact 240-567-5272 or trustees@montgomerycollege.edu.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number:
Adopted on:

Agenda Item Number: 6A
March 18, 2019

Subject: Tribute to Mr. Kevin D. Murphy

WHEREAS, Mr. Kevin D. Murphy served Montgomery College with enthusiasm and dedication for more than 12 years as a full-time staff member until his untimely death on December 28, 2018, which deeply saddened the College community, particularly his colleagues in the Facilities Department at the Takoma Park/ Silver Spring Campus; and

WHEREAS, Mr. Murphy, affectionately known as “Murph,” began his service as a building services worker and continued his career at the College for 12 years in the Facilities Department at the Takoma Park/Silver Spring Campus until his passing; and

WHEREAS, He was known for his exemplary work ethic, attention to detail, and positive attitude; and

WHEREAS, Mr. Murphy attended several computer classes and diversity courses to enhance his skills; and

WHEREAS, He demonstrated the highest level of commitment and professionalism in serving faculty, students, and staff; and

WHEREAS, The interim senior vice president for administrative and fiscal services and the president of the College recommend this posthumous public recognition of Mr. Kevin D. Murphy; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to the family of Mr. Kevin D. Murphy for his outstanding service to the College and extend to them profound sympathy for the loss of their loved one; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to the family of Mr. Kevin D. Murphy.



President's **FOCUS**

Monthly Report to the Board

March 2019

Student Retention: The Role of Academic Support

While the College prides itself on giving students financial and social support that helps keep them enrolled, ultimately academic progress is at the heart of their success. The most structured academic support programs keep careful track of whether students are retained from one semester to the next and one year to the next. The ACES program and Achieving the Promise Academy (ATPA) can point to specific data that indicate that their services boost retention. In fact, the College's efforts around data collection—inspired by our membership in the Achieving the Dream network—have empowered more people to measure connections between their programs and metrics like retention.

Since the College has used the Student Success Score Card to track retention for several years now, it provides a good baseline for comparison to students using academic support programs. The latest fall-to-fall retention data for all students is 65.5 percent. For fall-to-spring those numbers are higher: 80 percent. Comparisons to support programs can be complex since they do not all track retention in the same ways. Additionally, the support programs often recruit—or attract—students who are already “at risk” for non-completion due to factors such as a low GPA, being a first-generation student, or being low income. With these caveats in mind, the retention data for several support programs still reveal their positive impact.

Most of you are already familiar with ACES, which provides academic support, as well as other forms of social support and financial



support, to participants. ACES students continue to have higher first year fall-to-fall retention rates than other new students at MC. For instance, the ACES 2014 cohort had a fall-to-fall retention rate of 85 percent compared to 63 percent for all first-year students at MC that year. The following year, the cohort had a retention rate of 84 percent compared to 65 percent for all first-year MC students. Finally, in 2016 the ACES cohort retention rate of 76 percent compared to 66 percent for all first-year MC students in that year. While it may be impossible to separate out which parts of ACES help students stay enrolled, the academic support element is undoubtedly significant. In fact, ACES students for three consecutive years had higher course pass rates than other first-year, non-ACES students. The biggest difference was seen in the 2014 cohort, which had an 82 percent course pass rate, when compared to 75 percent for other first-year students. That gap has narrowed in subsequent years, to only two points, which may reflect the addition of other support mechanisms being introduced to the wider student population.

Much like ACES, Achieving the Promise Academy (ATPA) is a highly structured program that includes weekly check-ins with coaches who provide one-on-one guidance and monitoring of academic progress. Coaches also direct students to academic support resources such as the learning centers when they are enrolled in high DFW courses or report having struggled with a subject in the past. Such interventions often connect students with the help they need before there is a penalty to their GPA or they decide to withdraw. Checking in with the same person each week is one of the hallmarks of the program, with research on mentoring suggesting that such relationships are critical to student investment in their academics. ATPA one-on-one coaches also provide academic support, as do the embedded coaches who attend the classes in which students are enrolled and are available for tutoring. The most recent cohort of ATPA student who enrolled in fall of 2018 has a retention rate of 90 percent, while retention of spring 2018 enrollees measures 88 percent. Earlier ATPA rates are similarly impressive: spring 2017 (79 percent) and fall 2017 (84 percent) compared to significantly lower rates for students not enrolled in ATPA. This is despite the reality that ATPA students are often those facing multiple challenges in reaching their full potential.

Several other less intensive programs, Boys to Men, for example, as well as MC learning centers, and discipline-based tutoring and mentoring may not always collect retention data in ways that can be compared comprehensively. However, reports from mentors and tutors suggest that these programs provide some combination of mentoring and academic assistance that help students



stay on track. When compared to the retention rates for MC students who do not participate, the impact of these programs is notable.

Boys to Men, a mentoring program for African American male students, was implemented to support this group, which struggles with the lowest retention rates of all MC students when disaggregated by race and gender. Targeted interventions such as this one are often added to other existing academic supports to increase feelings of community among students and have shown promising results. Literature on retention suggests that relationships that encourage academic discipline and/or community belonging can motivate students to stay enrolled. The Maryland Male Students of Color summit is another MC activity that works to build community and focus students on academic achievement.

Several other options for tutoring and academic support that are likely to promote their academic success can be found on all three campuses including the Mathematics Learning Center at the Takoma Park/Silver Spring Campus, the Ackerman Learning Center at the Rockville Campus, and the Math, Accounting, Physics, and Engineering Learning (MAPEL) Center on the Germantown Campus are all places that offer academic support. There are also virtual tutoring options in which students interact with a tutor via Skype. The 2018 Learning Centers' annual report includes retention data based on the 1,559 students who received help from a tutor at one of these sites, versus 9,877 students who did not. The spring-to-fall retention rates for the tutored group was 77 percent, while the rate for the non-tutored group was 70 percent, suggesting that tutoring helped students stay engaged and perform well. Again, these retention rates show a pattern when linked to academic performance. Data from the report showed that 80 percent of students who were tutored at a learning center received an A, B, or C in the class, compared to only 67 percent who did not seek help.

A number of other programs at the College provide structures that likely strengthen academic performance and, anecdotally, keep students engaged, and, thus, more likely to stay in school. The number of award-winning students who have participated in academic learning experiences such as Hillman Entrepreneurs, Renaissance Scholars, Engineers Without Borders, and the NASA Swarmathon, among others, is marked. Whether their academics were strengthened by participation in the groups, or they joined because they were academically oriented at the start is difficult to assess. Redesigning America's Community Colleges by Thomas Bailey, Shanna Smith



Jaggars, and Davis Jenkins acknowledges that, “available research on tutoring and supplemental instruction is plagued by self-selection issues, making it difficult to estimate the strength of these services’ positive impacts, although qualitative and correlational studies consistently show positive results.” Regardless, it appears that students who have increased exposure to academics—whether through tutoring, coaching, extra-curricular events, or mentoring—stay in school more often than those who do not. When the College offers academic support programs of quality and substance, it is another powerful tool for enhancing student success and closing the achievement gap.



**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number:
March 18, 2019

PERSONNEL ACTIONS CONFIRMATION REPORT

BACKGROUND

The Board of Trustees by state law has the authority and the responsibility for appointments to the College. Each month the Board receives a summary of personnel actions from the Office of Human Resources and Strategic Talent Management on new hires and employees who have separated from the College.

RECOMMENDATION

It is recommended that the Board adopt the attached report.

BACKUP INFORMATION

Board Resolution
Personnel Actions Confirmation Report
Policy 34001–Changes in Employee Status

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSON

Mr. Roop

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number:
Adopted on:

Agenda Item Number: 8A
March 18, 2019

Subject: Personnel Actions Confirmation

WHEREAS, By state law the Board of Trustees has the authority and responsibility for appointments to the College; and

WHEREAS, The attached summary indicates related personnel actions taken by the College during the period January 1, 2019 through January 31, 2019; and

WHEREAS, The president of the College recommends that the Board adopt the following resolution; now therefore be it

Resolved, That the Board of Trustees accepts the attached reports and confirms the actions of the president.

Attachments

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From January 1, 2019, through January 31, 2019

STAFF

STAFF EMPLOYMENTS

Effective Date	Name
01/14/2019	Adams, Chrishelle C
01/14/2019	Alemu, Dejene A
01/14/2019	Anderson, Arrington V
01/14/2019	Bruffy, Jason A
01/28/2019	Dina, Samuel A
01/28/2019	Ellison, Sylena M
01/28/2019	Gowdy, Alton R
01/28/2019	Haleem, Hafiza
01/14/2019	Karambiri, Grace
01/14/2019	Louis, Christopher A
01/14/2019	McDermott, Joseph M
01/14/2019	Mejia-Cruz, Ana E
01/28/2019	Noble, Danielle M
01/14/2019	Persaud, Devika
01/14/2019	Roskovich, Christina M
01/14/2019	Simpson, Elizabeth
01/14/2019	Williams, Denise T

STAFF SEPARATIONS

Effective Date	Name	Position Title	Grade	YOS	Department
01/25/2019	Au, Quynh P ¹	Library Technical Svcs Asst	21	35	Library - Central
01/02/2019	Harshman, Charles D ¹	Automotive Technician Lead	23	29	Facilities Operations - GT
01/02/2019	Harshman, Joann H ¹	Executive Associate I	25	17	Facilities Operations - GT
01/07/2019	Lynch, Robert C ¹	Dir Inst Research & Analysis	37	18	Institutional Research & Analysis
01/03/2019	Mandrekas, Roberta S	Administrative Aide II	19	5	Fine Perform Visual Arts Dean
01/11/2019	Mayfield, Troy	Building Services Worker	11	2	Facilities Operations - TP/SS
01/02/2019	Vetula-Hyman, Mary	Financial Records Assistant	17	7	WDCE Central Administration
01/26/2019	Wyse, Janet E ¹	Executive Assoc II	27	17	Advancement/Comm Engage

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	3	4	1	2	0	10
Male	2	5	0	0	0	7
TOTAL	5	9	1	2	0	17

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	3	1	0	1	0	5
Male	2	1	0	0	0	3
TOTAL	5	2	0	1	0	8

¹ Retirement

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From January 1, 2019, through January 31, 2019

FACULTY

FACULTY EMPLOYMENTS

Effective

Date	Name	Position Title	Department
01/14/2019	Albrecht, Kiel	Assistant Professor	Business/Comp Applications Dean
01/14/2019	Fouche, Sandro M	Professor	Engineering/Comp Science Dean
01/14/2019	Jones, Steven R	Professor	Fine Perform Visual Arts Dean
01/14/2019	Kari-Fonge, Beri Z	Assistant Professor	Health Sciences Dean
01/14/2019	Kunselman, Molly	Assistant Professor	GITE - Gudelsky Inst Tech Educ
01/14/2019	Levine, Mark	Associate Professor - N/T	CW Dean Stu Access-GT Stu Services
01/14/2019	Medrano, Jose M	Associate Professor - N/T	CW Dean-Stu Engag-TPSS Stu Svcs
01/14/2019	Rouse, John E	Professor - N/T	CW Dean-Stu Engag-TPSS Stu Svcs
01/14/2019	Salmi, Katya	Assistant Professor	Social Science Dean
01/14/2019	Wilson, Katherine M	Assistant Professor	English and Reading Dean

FACULTY SEPARATIONS

Effective

Date	Name	Position Title	YOS	Department
01/07/2019	Beroz, Sabrina T ¹	Professor	16	Health Sciences Dean
01/11/2019	Gaines, Judith W ¹	Professor	27	AELP, Linguistics and Speech Dean
01/09/2019	Laster, Pauline ¹	Assistant Professor	13	Humanities Dean

FACULTY EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	3	1	0	0	0	4
Male	3	2	1	0	0	6
TOTAL	6	3	1	0	0	10

FACULTY SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	2	0	1	0	0	3
Male	0	0	0	0	0	0
TOTAL	2	0	1	0	0	3

¹ Retirement

STAFF (CORRECTION)

Correction of December 2018 Personnel Action Confirmation

The following retiree was excluded from the December separation report.

STAFF SEPARATIONS (RETIREE)

Effective

Date	Name	Position Title	Grade	YOS	Location
12/31/2018	Burke, Janice K	Administrative Aide II	19	11	Mathematics Dean

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	1	0	0	0	0	1
Male	0	0	0	0	0	0
TOTAL	1	0	0	0	0	1

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 9
March 18, 2019

**RESPONSE TO MONTGOMERY COUNTY PLANNING BOARD MANDATORY REFFERAL
RECOMMENDATIONS, TAKOMA PARK/SILVER SPRING CAMPUS CATHERINE AND
ISIAH LEGGETT MATH AND SCIENCE BUILDING PROJECT, APPLICATION MR2019011**

BACKGROUND

Maryland law (Land Use Article Sections 20-301 through 20-305) requires all federal, state and local governments planning construction projects to refer their plans for review by the Maryland National Capital Park and Planning Commission (the "Commission") and/or the Montgomery County Planning Board (the "Planning Board"). This process is called mandatory referral, and though Montgomery College, as an instrumentality of the State, is not subject to zoning laws, it is subject to the mandatory referral process. Applicable State law makes clear that the entity that submits its plans for review to the Commission or Planning Board may overrule any disapproval and proceed with the activity (Land Use Article Section 20-303), and also authorizes the Commission to establish uniform standards of review (Land Use Article Section 20-305).

In accordance with its "Uniform Standards for Mandatory Referral Review," upon application and review, the Planning Board will recommend approval (with comments, if appropriate) or disapproval of a Mandatory Referral Application. The Chair of the Planning Board will then send a letter to the head of the applicant public agency containing the Planning Board's decision and rationale and requesting a response stating how the agency will proceed with the proposal and explaining any variations from the Planning Board's decision and recommendations. It is recommended this response be provided within 30 days. As noted above, the Planning Board's decision and recommendations are advisory only.

This resolution concerns the mandatory referral process for the Catherine and Isiah Leggett Math and Science Building on the Takoma Park/Silver Spring Campus and is reflected in application MR2019011. On February 20, 2019, the College received a letter from the Chair of the Planning Board approving the mandatory referral application submitted for the Leggett Building with 14 recommendations. This action would authorize the president to respond to the chair of the Montgomery County Planning Board regarding the recommendations of the Planning Board with respect to the Leggett Building mandatory referral application. The letter will inform the Planning Board of the College's intentions as to each of the recommendations and demonstrate the College's commitment to meet the spirit of a majority of the recommendations.

Unlike reviews in a local jurisdiction (e.g., City of Rockville) that are subject to a separate provision in the Land Use Article (Section 3-205) requiring a vote by at least two-thirds of the Board of Trustees' entire membership to overrule the decision and recommendation, the attached resolution may be approved by a majority vote.

RECOMMENDATION

It is recommended that the Board of Trustees approve the College's response to the mandatory referral application MR2019011 and authorize the president to send a letter to the chair of the Planning Board informing it of this action with further information relating to the College's intentions as to each of the recommendations as outlined to demonstrate the College's commitment to meet the spirit of a majority of the recommendations.

BACKUP INFORMATION

Letter from the Chair of the Planning Board, dated February 20, 2019
College Response to Planning Board recommendations, dated March 19, 2019

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSONS

Mr. Mills

Mr. Dietz

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number:
Adopted on:

Agenda Item Number: 9
March 18, 2019

**Subject: Response to Montgomery County Planning Board Mandatory Referral
Recommendations, Takoma Park/Silver Spring Campus Catherine and Isiah
Leggett Math and Science Building Project, Application MR2019011**

WHEREAS, On December 14, 2018, Montgomery College submitted a mandatory referral application to the Montgomery County Planning Board for the proposed construction of the Catherine and Isiah Leggett Math and Science Building on the Takoma Park/Silver Spring Campus; and

WHEREAS, On February 14, 2019, the Montgomery County Planning Board met to consider the application and voted unanimously to approve the College's application, finding that the location, character, and extent of the development represented by the project in the application was consistent with the applicable Takoma Park Master Plan; however, the Planning Board's approval also contained fourteen (14) recommendations; and

WHEREAS, On February 20, 2019, the College was officially notified in writing of the Planning Board's approval and recommendations; and

WHEREAS, Pursuant to the "Uniform Standards for Mandatory Referral," it is recommended that the College submit a response to the Planning Board within 30 days stating how the College will proceed with the proposal and explaining any variation from the Planning Board's decision and recommendations; and

WHEREAS, In response to the Planning Board's written approval, dated February 20, 2019, College staff recommend that the Board of Trustees affirmatively overrule Recommendations 4 and 9, respond that the College currently intends to comply with Recommendation 2, 3, 5, 6, 7, 8, 10, 11, 12, 13, and 14, and that the College indicate to the Planning Board that it will take Recommendation 1 under advisement; and

WHEREAS, The Board of Trustees desires to communicate this additional information with respect to the intentions of the College regarding each of the recommendations; now therefore be it

Resolved, That the Board of Trustees overrules Recommendation 4 and 9 set forth in the Planning Board's approval letter, dated February 20, 2019, related to the mandatory referral of the Catherine and Isiah Leggett Math and Science Building; that the College currently intends to comply with Recommendations 2, 3, 5, 6, 7, 8, 10, 11, 12, 13, and 14; and that the College will take Recommendation 1 under advisement; and be it further

Resolved, That the president of the College is authorized to send a letter to the Montgomery County Planning Board informing it of this action together with further information relating to the College's intentions as to each of the recommendations.

March 19, 2019

Mr. Casey Anderson
Chair, Montgomery County Planning Board
8787 Georgia Avenue
Silver Spring, MD 20910

Re: Mandatory Referral MR2019011 – Catherine and Isiah Leggett Math and Science Building on the Takoma Park/Silver Spring Campus of Montgomery College

Dear Mr. Anderson:

This letter is written in response to the approval of the referenced project, with recommendations, by the Montgomery County Planning Board as contained in your letter of February 20, 2019. A copy of your letter is enclosed for convenient reference as Exhibit I.

Thank you for your approval of this important project, which will bring modern math and science classrooms and labs to the benefit of down county students. As you know, every student seeking a college degree must take math and science courses which makes this facility crucial to 21st century learning and the completion of a degree. Given your project approval, you also know the College took great care in designing the Leggett Building to balance the needs of our neighbors, students, and fiscal prudence.

The Board of Trustees of Montgomery College (the “Board”) met and considered your approval letter on March 18, 2019. The Board, by unanimous decision, directed that I write to inform you of the discussion and its vote on this matter. A copy of the official resolution 19-03-xxx incorporated by reference is enclosed as Exhibit II.

The Trustees were very pleased with the Planning Board’s thorough and supportive review of this project involving the demolition of Falcon Hall and the Science South Building—both aged and out-of-date—and the construction of the Catherine and Isiah Leggett Math and Science Building. They were pleased that the Planning Board and staff found the location, character, and extent of the College’s project to be consistent with the approved and adopted Takoma Park Master Plan, dated December 2000. The Board particularly appreciated the attention given to the project by the Planning Board members, as well as the hard work of the professional staff.

The Board, by a unanimous vote, accepted the approval and the majority of the recommendations outlined in the February 20 letter. However, the Board decided to decline to implement two (2) of the 14 recommendations. The two (2) recommendations that will not be accepted are the relocation of PEPCO overhead electric service to underground and improvements to intersections beyond the property boundary of the College. Both of these projects are beyond the scope of the Leggett Building project and not within the purview of the College implement. The recommendations, and the College’s response to each, are contained in Exhibit III.

Again, the Board of Trustees is grateful for the support of the Planning Board, with this approval, for the Catherine and Isiah Leggett Math and Science Building—it is an important project and key to ensuring Montgomery College can meet our obligations to county residents for high quality locally provided affordable postsecondary education. The College will continue to work cooperatively with all stakeholders to balance the needs of our neighbors, students and fiscal prudence as the final design is completed and to stay engaged with the community during demolition and construction.

On behalf of the students we serve, thank you again for your work and that of your staff with Montgomery College and for our surrounding community.

Very truly yours,

DeRionne P. Pollard, PhD
President

Enclosures

cc: Montgomery County Planning Board
 Norman Dreyfuss, Vice Chair
 Gerald R. Cichy, Commissioner
 Natali Fani-Gonzalez, Commissioner
 Tina E. Patterson, Commissioner

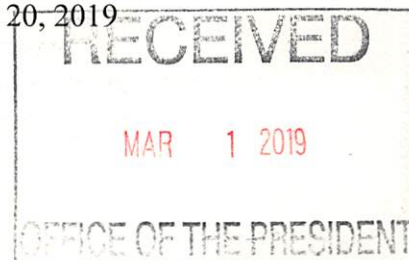


MONTGOMERY COUNTY PLANNING BOARD
THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

(F)

February 20, 2019

DeRionne P. Pollard, Ph.D.
President, Montgomery College
9221 Corporate Boulevard
Rockville, MD 20850



SUBJECT: Transmittal of Comments for the Proposed Montgomery College Catherine and Isiah Leggett Math and Science Building, Mandatory Referral No. MR2019011

Dear Dr. Pollard:

At its regularly scheduled meeting on February 14, 2019, the Montgomery County Planning Board reviewed Mandatory Referral No. MR2019011 for the construction of a new three level math and science building on the site of the existing Falcon Hall and Science South buildings (both to be removed). The Planning Board voted to approve the application with recommendations, on the motion of Commissioner Fani-Gonzalez, seconded by Vice Chair Dreyfuss, with a vote of 4-0, with Chair Anderson, Vice Chair Dreyfuss, and Commissioners Fani-Gonzalez, and Patterson voting in favor, and Commissioner Cichy absent. The recommendations include:

1. Submit a Mandatory Referral application for future updates to the Montgomery College Facilities Master Plan. The application would allow for a comprehensive review of the campus plan including proposed location, character, building massing and access of new structures. This comprehensive review would inform the review of individual site development.
2. Address the provisions of approval in the City of Takoma Park Resolution 2018-63 with particular attention to issues of stormwater management, compatibility, hazardous materials handling and atmospheric venting.
3. Continue to coordinate with the Maryland Historical Trust (MHT) in their evaluation of the proposed project.
4. Underground utilities along the Fenton Street frontage, consistent with the remainder of the block.
5. Reduce the perceived bulk and scale of the building as viewed from New York Avenue through strategies such as increased modulation or articulation of the east façade as the

design is refined. Compatibility and visual impact are important factors in the further development of the design.

6. Improve all sidewalks along the campus frontage such that they are a minimum of five-feet wide, taking care to avoid damaging large canopy trees. Coordinate with Montgomery County Historic Preservation staff to confirm if a Historic Area Work Permit is required for the sidewalk widening.
7. Coordinate with the City of Takoma Park regarding the right-of-way width for Fenton Street, which is master-planned as a two-lane arterial with 80-feet of right-of-way. The current right-of-way varies along the campus frontage, measuring 50 feet in front of the proposed building. This segment of Fenton Street is owned and maintained by the City of Takoma Park, and at this time the City Council has declined to request an increase in right-of-way width as part of the Mandatory Referral Process.
8. Coordinate with the City of Takoma Park regarding the spacing of driveways on Fenton Street as shown on the Mandatory Referral Plan. The driveways appear to lack adequate spacing consistent with the County's Zoning Ordinance, which states that a maximum of two driveways may be permitted for every 300 feet of site frontage along any street (Section 6.1.4.D of the County Code).
9. Coordinate with the City of Takoma Park to address the pedestrian facilities identified to be non-compliant as part of the pedestrian adequacy analysis.
10. Address the comments from MCDOT in their letter dated January 25, 2019.
11. Coordinate mitigation for the loss of smaller trees with the Takoma Park City Arborist.
12. Consider a standard green roof to the proposed modular tray green roofs to provide greater opportunity for root expansion and long-term plant survival.
13. Coordinate with the City of Takoma Park to address stormwater management concerns of neighboring properties.
14. Explore opportunities to provide athletic and aquatic facilities to replace the facilities that will be lost with the demolition of Falcon Hall for students, faculty, staff and the surrounding community.

DeRionne Pollard, Ph.D.
February 20, 2019
Page Three

The Planning Board appreciates the opportunity to review this project. Our staff is available as needed to further engage in the development of the project design, and we look forward to working with your staff on subsequent reviews.

Sincerely,

A handwritten signature in black ink, appearing to read 'Casey Anderson', with a stylized flourish extending from the end.

Casey Anderson
Chair

cc: Sandra Filippi, Director of Planning + Design, Montgomery College

EXHIBIT II

INSERT APPROVED BOARD OF TRUSTEES RESOLUTION NO. 19-03-XXX HERE

DRAFT

EXHIBIT III

MONTGOMERY COUNTY PLANNING BOARD RECCOMENDATIONS WITH MONTGOMERY COLLEGE RESPONSE

Recommendations (from Planning Board Transmittal of Comments Dated February 20, 2019)

1. Submit a Mandatory Referral application for future updates to the Montgomery College Facilities Master Plan. The application would allow for a comprehensive review of the campus plan including proposed location, character, building massing and access of new structures. This comprehensive review would inform the review of individual site development.

Montgomery College's Response The College will take this recommendation under advisement and will consider submitting future plans To clarify, the plans required by the state are simply facility plans not land use plans. Specifically, Title 13B Maryland Higher Education Commission, Subtitle 07 Community Colleges, Chapter 04 Construction Procedures, 02 Facilities Master Plans requires "A summary of individual projects with title, brief description, and projected cost in constant dollars" only. COMAR does not stipulate concept development which would inform review for "proposed location, character, building massing and access of new structures". Nonetheless, the College will consider this request for the next submission to the state.

2. Address the provisions of approval in the City of Takoma Park Resolution 2018-63 with particular attention to issues of stormwater management, compatibility, hazardous materials handling and atmospheric venting.

Montgomery College's Response The College will address the provisions of approval in the City of Takoma Park Resolution 2018-63.

3. Continue to coordinate with the Maryland Historical Trust (MHT) in their evaluation of the proposed project.

Montgomery College's Response The College submitted the required Maryland Historical Trust Project Review Form and application attachments electronically and in paper version on August 14, 2018. MHT logged the project as no. 201804435. A link to the Concept 2.5 renderings was provided to the MHT reviewer on November 2, 2018. The Schematic Design was sent to the MHT reviewer on January 25, 2019, a day after formal issuance. The College will continue to coordinate with MHT..

4. Underground utilities along Fenton Street frontage, consistent with the remainder of the block.

Montgomery College's Response This recommendation refers to moving PEPCO'S aerial electrical lines underground. This project while well intentioned is beyond the scope of the the College's proposed project and not within the purview of the College as the College has no jurisdiction or authority over PEPCO, a public utility.

5. Reduce the perceived bulk and scale of the building as viewed from New York Avenue through strategies such as increased modulation or articulation of the east façade as the design is refined. Compatibility and visual impact are important factors in the further development of the design.

Montgomery College's Response The College will continue to explore design options to reduce the perceived bulk and massing as viewed from New York Avenue.

6. Improve all sidewalks along the campus frontage such that they are a minimum of five-foot wide, taking care to avoid damaging large canopy trees. Coordinate with Montgomery County Historic Preservation staff to confirm if a Historic Area Work Permit is required for sidewalk widening.

Montgomery College's Response The College will continue to study this recommended improvement and coordinate as appropriate.

7. Coordinate with the City of Takoma Park regarding the right-of-way width for Fenton Street, which is master-planned as a two-lane arterial with 80-feet of right-of-way. The current right-of-way varies along the campus frontage, measuring 50 feet in front of the proposed building. This segment of Fenton Street is owned and maintained by the City of Takoma Park, and at this time the City Council has declined to request an increase in right-of-way width as part of the Mandatory Referral Process.

Montgomery College's Response The City of Takoma Park mayor and council voted on February 13, 2019 to amend resolution No. 2018-63 (Regarding the Montgomery College Math and Science Building) to clarify that no change in the width of the Fenton Street right of way is needed by the City. The College supports the City's position. Therefore, this recommendation has been satisfactorily addressed at this time.

8. Coordinate with the City of Takoma Park regarding the spacing of driveways on Fenton Street as shown on the Mandatory Referral Plan. The driveways appear to lack adequate spacing consistent with the County's Zoning Ordinance, which states that a maximum of two driveways may be permitted for every 300 feet of site frontage along any street (Section 6.1.4.D of the County Code).

Montgomery College's Response The College will comply with this recommendation.

9. Coordinate with the City of Takoma Park to address the pedestrian facilities identified to be non-compliant as part of the pedestrian adequacy analysis.

Montgomery College's Response Pedestrian access to this campus is important. However, there are three (3) non-complaint pedestrian facilities outside the scope of work/limits of disturbance for this project. The College does not accept the recommendation to correct these three (3).

10. Address the comments from MCDOT in their letter dated January 25.

Montgomery College's Response MDOT/SHA concurs with the findings in the report for the project per their February 5, 2019 letter. Therefore, this recommendation has now been addressed.

11. Coordinate mitigation for the loss of smaller trees with the Takoma Park City Arborist.

Montgomery College's Response The College will continue to coordinate mitigation for the loss of smaller trees with the Takoma Park Urban Forester (formerly known as arborist).

12. Consider a standard green roof to the proposed modular tray green roofs to provide greater opportunity for root expansion and long-term plant survival.

Montgomery College's Response The College will consider a standard green roof.

13. Coordinate with the City of Takoma Park to address stormwater management concerns of neighboring properties.

Montgomery College's Response The College will continue to coordinate stormwater management concerns with the Takoma Park Engineer.

14. Explore opportunities to provide athletic and aquatic facilities to replace facilities that will be lost with the demolition of Falcon Hall for students, faculty, staff and the surrounding community.

Montgomery College's Response The College knows that health and wellness can have a positive impact on academic success. The College plans to continue all health-related courses (fitness, self-defense, yoga, etc.) in other campus buildings when Falcon Hall is closed. Athletic equipment will be relocated so that students can strength and weight train, too. College leadership is exploring potential partnerships with existing recreational facilities and the new aquatic facility in downtown Silver Spring. When fiscally feasible, the College will seek to provide an athletic facility on the campus. The Student Health and Wellness Center (SHAW) addresses food insecurity, homelessness, personal care, and other programs to support student health and wellness.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 10
March 18, 2019

BOARD OF TRUSTEES SCHEDULE OF MEETINGS FOR FISCAL YEAR 2020

BACKGROUND

The Maryland Open Meetings Act, based on the General Assembly's determination in favor of open decision-making by public bodies in the maintenance of a democratic society, provides that, except in special and appropriate circumstances: (1) the business of public bodies be performed in an open and public manner; and (2) citizens be allowed to observe the performance of public officials and the deliberations and decisions that the making of public policy involves. In addition, the Montgomery College Board of Trustees bylaws state that the Board shall give reasonable advance notice of its open meetings. The notice shall be in writing and shall include the date, time, place, and agenda of the meeting, and shall be publicized by posting to the Board's website and any other method reasonably designed to give public notice.

RECOMMENDATION

It is recommended that the Board adopt the attached schedule of meetings for Fiscal Year 2020.

BACKUP INFORMATION

Board Resolution
Montgomery College Board of Trustees Schedule of Meetings for Fiscal Year 2020 (Board Members only)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Cain

RESOURCE PERSON

Ms. Lee

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number:
Adopted on:

Agenda Item Number: 10
March 18, 2019

Subject: Board of Trustees Schedule of Meetings for Fiscal Year 2020

WHEREAS, The Maryland Open Meetings Act, based on the General Assembly's determination in favor of open decision-making by public bodies in the maintenance of a democratic society, provides that, except in special and appropriate circumstances: (1) the business of public bodies be performed in an open and public manner; and (2) citizens be allowed to observe the performance of public officials and the deliberations and decisions that the making of public policy involves; and

WHEREAS, Montgomery College Board of Trustees bylaws state that the Board shall give reasonable advance notice of its open meetings; and

WHEREAS, The notice shall be in writing and shall include the date, time, place, and agenda of the meeting and shall be publicized by posting to the Board's website and any other method reasonably designed to give public notice; and

WHEREAS, Attached to this resolution is a schedule of meetings for Fiscal Year 2020, and while intended to be held as planned, those meetings may be changed based on circumstance according to the Board's bylaws, the Maryland Open Meetings Act, and availability; and

WHEREAS, The public will be notified of the Fiscal Year 2020 schedule as well as any change in meeting dates in accordance with the Board of Trustees bylaws and the Maryland Open Meetings Act; and

WHEREAS, The president of the College recommends that the Board adopt the following resolution; now therefore be it

Resolved, That the Board of Trustees adopts the attached Schedule of Meetings for Fiscal Year 2020.

BOARD OF TRUSTEES
Montgomery College
Fiscal Year 2020 Schedule of Meetings
Approved by the Board of Trustees—March 18, 2019

					<i>OTHER ACTIVITIES AND EVENTS (RSVP NEEDED FOR MOST)</i>	
	BOARD MEETINGS (Mondays, 7 pm closed, 8 pm public, unless noted)	CONSTITUENT CONVERSATIONS (CC), ANNUAL INTERBOARD MEETINGS (AIM), AND CONFERENCE SESSIONS (Mondays, 5:45 pm, unless noted)	BOARD RETREATS	PERIODIC REPORTS TO THE BOARD	BOARD DEVELOPMENT AND CONFERENCES	SPECIAL EVENTS AND OTHER BOARD DATES
JUL					TBD: Board Officers Kickoff Meeting	
AUG					28: New Trustee Orientation (MC)	
SEP	23	23: [CC] Staff	6-7 (Fri-Sat): Overnight Retreat	15: 1st Q Facilities Updates		
OCT	21	21: [CC] Faculty		15: 1st Q Budget Report	16-19: ACCT Leadership Congress (San Francisco, CA)	TBD: Legislative Reception (COB, 5:30 p.m.) TBD: MCF Golf Tournament (Lakewood Country Club)
NOV	18	18: [CC] Students				TBD: Legislative Breakfast (Campus, 8 a.m.)
DEC	16			15: 2nd Q Facilities Updates		16: Board's Audit Committee Meeting ¹
JAN	Wed., 29 SNOW DATE: WED., FEB. 1	29: [CC] Admin Council		15: 2nd Q Budget Report	15: Meeting for New Trustees (MC)	
FEB	24 SNOW DATE: MAR. 2	24: [CC] College Council TBD: [AIM] Joint Boards, morning SNOW DATE: TBD			TBD: MACC Conference (Annapolis) 9-12: ACCT Legislative Summit (DC)	
MAR	23 SNOW DATE: MAR 30			15: 3rd Q Facilities Updates		
APR	20			15: 3rd Q Budget Report	5-7: AGB National Conference on Trusteeship (D.C.)	13: Trustee Information Day TBD: Employee Recognition Event
MAY	18	TBD: [AIM] Board of Education				18: Harry Harden Awards 22: Commencement
JUN	22		5 (Fri): Retreat 5: Recognition Reception—Board and Supporting Organizations	15: 4th Q Facilities Updates NOTE: 4th Q Budget ²		22: Board's Annual Meeting ³

Current as of January 31, 2019

¹ Based on Bylaws section I.G.2. The Audit Committee, a standing committee of the Board, is a committee of the whole and is chaired by the First Vice Chair.

² The fourth quarter (end of fiscal year) report will be posted in Boardbooks in August or September of 2020.

³ The annual meeting is defined in the Board's Bylaws, section I.H.1, which states, "The annual meeting of the Board is normally held in June at which time Officers are elected for the year beginning on July 1."