



**BOARD OF TRUSTEES OPEN MEETING MINUTES**  
**Montgomery College, Rockville, Maryland**  
**May 15, 2017**

**1. CALL TO ORDER**

The Board of Trustees of Montgomery College met in open session on May 15, 2017, in the Board Room, Mannakee Building, Rockville, Maryland. The open session meeting was called to order by the chair at 8:44 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 J. Hydorn, Trustee (departed at 9:12 p.m.)  
Mr. Robert F. 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

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  
Mr. Ray Gilmer, Vice President, Communications  
Ms. Lily Lee, Board Relations Coordinator  
Dr. Sanjay Rai, Senior Vice President for Academic Affairs  
Dr. Janet Wormack, Senior Vice President for Administrative and Fiscal Services

**3. APPROVAL OF THE AGENDA**

Trustee Hydorn moved to approve the agenda; Trustee Aparicio Blackwell seconded. The agenda was unanimously approved by the Board.

**4. COMMENTS PERIOD**

There were no speakers to come before the Board.

**5. APPROVAL OF MINUTES**

- A. April 19, 2017 Closed Session**
- B. April 19, 2017 Open Session**

Trustee Hydorn moved to approve the minutes for April 19, 2017, closed and open sessions;

Trustee Knapp seconded. The minutes were unanimously approved by the Board.

## **6. REPORTS**

### **A. President's Report**

Dr. Pollard began her report with a recognition of students who had participated in the National Aeronautics and Space Administration's virtual competition called "Swarmathon." She noted that student teams from minority-serving universities and community colleges traveled to the NASA Kennedy Space Center to develop algorithms for robot swarms to search and collect resources on Mars. Montgomery College was one of 15 teams selected to compete in the virtual competition, many of them from four-year institutions—and won the competition. The MC team spent this semester learning about and programming robots under the guidance of computer science/engineering faculty mentor Dr. David Kujit. Team members were recognized and Dr. Kujit provided comments about the team's experience. The Board presented the team members with certificates of recognition.

Dr. Pollard then introduced Ms. Sharon Bland, the College's new chief equity and inclusion officer. She noted that about a year ago, the Board reflected on the issues of equity and inclusion at Montgomery College in the context of issues happening at other colleges and universities across the country. She said that equity, diversity, and inclusion are fundamental to the fabric of life at the College, and we work diligently to ensure that they are vital forces in our decision-making, growth, and planning. Dr. Pollard noted that the purpose of the chief equity and inclusion officer is to fully integrate equity, diversity, and inclusion policies, procedures, and programs across every aspect of the College's work. This includes the student experience—from enrollment to classroom to graduation; the employee experience—from hiring to retention; the business community experience—from procurement to internships, and the broader community experience—from community engagement to philanthropy.

Dr. Pollard commented on the end of the semester activities as we celebrate student achievement and student completion. Earlier today the annual Harry Harden Awards program was held; she thanked the Student Affairs Office for its work on the ceremony. Over the past week, there have been student honors convocations on the campuses. And this Friday we hold commencement. Dr. Pollard noted that just one student graduating with a higher education credential can change the trajectory of an entire family and community. She reminded Trustees that, during this fiscal year, the Board has ratified over 3,500 students for graduation, but that a smaller number will actually graduate, and the exact number will be available soon.

Turning to the fiscal year 2018 budget, Dr. Pollard thanked Trustees for their staunch and steadfast support again this year in advocating for our budget request. She said that the county council will complete its work on the fiscal year 2018 budget this week. She reminded the Board that the county executive recommended an increase of \$2 million to the College's operating budget and that this amount was \$5.4 million short of the amount that was requested. She said that the council has put \$4.8 million on its reconciliation list, in three \$1.6 million tranches, and that the council's straw vote this week will signal its official vote, which will be taken next week.

Dr. Pollard updated the Board on progress moving administrative offices into the new

Central Services Building. She said that many offices are already there and that the moves will be finished by the end of June. She thanked the Montgomery College Foundation for its support in purchasing the building on behalf of the College, a supportive effort that will save the College \$40 million over 20 years.

Dr. Pollard then shared that her *President's Focus* report for the month continued with the theme of impacts and highlighted the Achieving the Promise Academy. The Academy is another of the College's efforts aimed at closing the achievement gap and offers multiple academic supports in a comprehensive network. She said that, by wrapping "at promise" students in accountability, guidance, and a commitment to participate, students are more likely to tackle academic challenges successfully. Dr. Pollard announced that this was her final *President's Focus* report for fiscal year 2017. Dr. Pollard said the link to the report's video highlighting the report will be sent to the Board.

## **B. Chair's Report**

Chair Suggs Smith said that the Board is looking forward to commencement and the celebration of students as well as the honorary degree awards for Mr. Ken Becker, Mr. James Muir, and Ms. Audrey Hill.

The Chair noted that this has been a busy year with budget advocacy and that we are nearing the end of the development work as final decisions are being made at the county council this week. She expressed her appreciation to Dr. Pollard and staff, who have prepared a budget that will sustain Montgomery College as an affordable, locally provided higher education option. She thanked the Board for everyone's commitment of time and energy to advocate for the College.

Chair Suggs Smith commended Dr. Pollard for her "Civility in Action: Dialogues Across Difference" speaker series and noted how important it is to be having these kinds of public conversations. She mentioned that the May 8 event featured Neel Saxena, the executive director of "Asian American LEAD," and Imam Yahya Hendi, who is the Muslim chaplain at Georgetown University.

Trustees were invited to report on their activities in support of the College since the last Board meeting. Trustee Hydorn discussed the Alumni Association's recent fundraising effort, "Dogfishing for Scholarships," which raised over \$8,000, a record amount. He said that the former Alumni Association's past presidents have decided to work together to advocate for the College with elected officials and community members.

The Chair reported that the Board has been working on the president's annual evaluation. She said that this year's evaluation process is nearing completion and that the Board has spent considerable time reviewing and considering our long-term goals and aspirations for the College. She said that the Board is pleased with the progress Dr. Pollard continues to make in guiding the College community to fulfill our mission of empowering our students to change their lives.

## **C. Middle States Compliance Report**

Introduced by Self-Study Steering Committee Co-chair Melisa Gregory, Chief Compliance Officer Vicki Duggan provided a presentation on the Compliance Report required by the

Middle States Commission on Higher Education as part of the College's reaccreditation process in 2018. She explained the eight requirements related to federal education regulations. Ms. Duggan noted that one of the eight requirements does not apply to Montgomery College. She then proceeded to show the definition of each requirement and what the College does in regard to each. She said that the College is in compliance with all of the requirements.

## **7. CONSENT AGENDA**

- |                        |   |
|------------------------|---|
| <b>A. BR#17-05-037</b> | <b>Personnel Actions Confirmation Report</b>  |
| <b>B. BR#17-05-038</b> | <b>Policy 11001—Board of Trustees Bylaws</b>  |
| <b>C. BR#17-05-039</b> | <b>Policy 33004—Probationary and Regular Status for Support and Associate Staff Employees</b> |
| <b>D. BR#17-05-040</b> | <b>Policy 33005—Resignation and Retirement</b>  |
| <b>E. BR#17-05-041</b> | <b>Policy 61005—Internal Audit</b>  |
| <b>F. BR#17-05-042</b> | <b>Policy 68004—Inspection of Public Records</b>  |

On a motion to approve the consent agenda by Trustee Knapp and a second by Trustee Levine, the Board unanimously approved the consent agenda.

## **8. NEW POLICY MATTER**

- BR#17-05-043                      Adoption of New Policy 39002—Volunteers**

Trustee Levine moved to adopt new policy 39002—Volunteers and Trustee Knapp seconded the motion.

The motion passed by unanimous vote.

## **9. AWARD OF CONTRACT**

- BR#17-05-044                      Uninterruptible Power Supply Equipment and Services, Bid 517-018**

Trustee Levey moved to approve the contract for uninterruptible power supply equipment and services. Trustee Aparicio Blackwell seconded.

The motion passed by unanimous vote.

## **10. BUDGET AND FINANCE MATTER**

- BR#17-05-045                      Increase in Tuition Rate per Credit Hour for Fiscal Year 2018**

Trustee Levine moved to approve the increase in tuition for FY18. Trustee Knapp seconded.

The motion passed by unanimous vote.

## **11. NEW BUSINESS**

There was no new business to come before the board.

## 12. 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 May 15, 2017, in room 318 of the Mannakee Building, Rockville, Maryland, at 6:20 p.m. to discuss two personnel matters (subsection 1), a privacy matter (subsection 2), a legal matter (subsection 7), and a collective bargaining matter (subsection 9).

On a motion by Trustee Levey, and a second by Trustee Aparicio Blackwell, the Board voted unanimously to adjourn at 9:48 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: June 19, 2017