



**BOARD OF TRUSTEES OPEN MEETING MINUTES**  
**Montgomery College, Rockville, Maryland**  
**November 12, 2012**

**1. CALL TO ORDER**

The Board of Trustees of Montgomery College met in open session on November 12, 2012, in the Theatre Arts Arena, Rockville Campus, Rockville, Maryland. The open session meeting was called to order by the chair at 7:25 p.m.

**2. ROLL CALL**

Present: Trustees Stephen Kaufman, chair, Reginald Felton, 1st vice chair, Marsha Suggs Smith, 2nd vice chair, Constantine Apergis, Gloria Aparicio Blackwell, Kenneth Hoffman, Michael Knapp, Leslie Levine, Michael Priddy, and Benjamin Wu

Present Ex-Officio: President and Secretary/Treasurer Dr. DeRionne P. Pollard

Resource Staff Present: Dr. Stephen Cain, chief of staff/chief strategy officer  
Ms. Arlean Graham, board relations coordinator  
Ms. Cathy Jones, senior vice president for administrative and fiscal services  
Dr. Donald Pearl, senior vice president for academic affairs  
Mr. David Sears, senior vice president for advancement & community engagement  
Mr. Rocky Sorrell, general counsel  
Dr. Beverly Walker-Griffa, senior vice president for student services

**3. APPROVAL OF THE AGENDA**

Trustee Priddy moved to approve the agenda; Trustee Smith seconded, and the agenda was unanimously approved by the Board.

**4. COMMENTS PERIOD**

There were no speakers for the comments period.

**5. APPROVAL OF MINUTES**

Trustee Felton moved to approve the minutes for the month of October, closed and open sessions; Trustee Hoffman seconded. The minutes were approved by the Board.

## **6. REPORTS**

### **A. President's Report to the Board**

Dr. Pollard thanked Dr. Ackerman and Ms. Moffi for their hospitality and for welcoming the Board to the campus. She noted her report this month was focused on partnerships and community engagement. Dr. Pollard reported that the term “anchor institution” applies to the role of the College in the community. We have established public-private partnerships, such as a partnership with the Montgomery County Correctional Facility, and we benefit from international partnerships as well. The College’s reach is both broad and local.

Trustees’ discussion of the report focused on the importance of partnerships for sustaining the College. The College must be certain to have an impact on the community, since this is the College’s core mission at the very root of the College’s existence. The College must examine its competition and look at benchmarks, and there must be meaningful and long-lasting partnerships.

Trustee Kaufman summed up the responses and noted that the points made were very significant and that change is here to stay. The College must have courage and fortitude to go forward and strong principles to guide the change.

Dr. Beverly Walker-Griffiea presented a video slide presentation on the recent trip to Gondar, Ethiopia, a Montgomery County sister city. A county delegation that included a College contingent was led by County Executive Ike Leggett. She noted that the student president of the Ethiopia club traveled with the College delegation. Trustees asked about next steps, the possibility of a student exchange program, providing assistance, vocational training, and student involvement. Dr. Walker-Griffiea noted that the education delegation has met several times since returning to discuss what the College can do in Gondar.

### **B. Chair’s Report**

Trustee Kaufman noted that the Maryland Dream Act was approved by a large percentage of the vote in the November 6 referendum. He also reported that nine members of the Life Sciences Park Foundation board have been appointed. In addition, he also reported that the six committees of the Board of Trustees have been appointed for the year.

### **C. Policies and Procedures Manual**

Dr. Stephen Cain, chief of staff/chief strategy officer, provided a presentation about the College’s policies and procedures. He noted that policy is established by the Board of Trustees based on recommendations from the president and input from the College community. Procedures are established by the president based on recommendations from the President’s Executive Council and input from the College Community.

Dr. Cain reviewed the seven chapters in the manual and highlighted an example. He explained what dictated changes to policies and procedures and reviewed the FY12 policy actions by the Board.

Dr. Cain noted that policies are on a five-year review cycle.

## **D. Rockville Campus Annual Report**

Dr. Judy Ackerman, Rockville vice president and provost, presented the Rockville Campus annual report. She acknowledged the faculty, staff, and students that were in attendance. Dr. Ackerman provided comments on the new governance structure and briefly spoke about internal and external partnerships. The Board viewed a video about the Rockville Campus and thanked Dr. Ackerman for her presentation.

## **7. CONSENT CALENDAR**

**A. BR# 12-11-089 Personnel Actions Confirmation Report**

**B. BR# 12-11-090 Recognition of Graduates Receiving the Associate's Degree or Certificate in Summer 2012**

**C. BR# 12-11-091 Tribute to Dr. Steven A. Lietz**

On motion to approve the consent calendar by Trustee Felton, and a second by Trustee Blackwell, the Board approved the consent calendar by unanimous vote.

## **8. BUDGET MATTER**

**BR# 12-11-092 Adoption of the FY14 Capital Budget**

On motion by Trustee Priddy, and a second by Trustee Knapp, the motion passed unanimously and the Board approved and adopted the above resolution.

Trustee Hoffman noted that the College's capital budget must consider parking on the campuses and the need for an urban planning concept.

## **9. ACADEMIC AND REGULATORY MATTERS**

**A. BR# 12-11-093 National and State of Maryland Designated Awareness Days and Months for 2013**

**B. BR# 12-11-094 Acceptance of the 2012 Performance Accountability Report**

On motion by Trustee Levine, and a second by Trustee Hoffman, the Board unanimously approved the resolution.

Dr. Pollard provided background information and highlighted the Performance Accountability Report (PAR).

In response to a trustee question about transfer students who are getting degrees, Dr. Pollard discussed the degree progress model and comparison rates of models. She noted that MHEC produces this information, which can be viewed on its website. Dr. Pollard noted that the PAR and the College's accreditation are not related and they are not reviewed together.

## **10. CONTRACT MODIFICATION/CHANGE ORDER**

**BR# 12-11-095 Amendment to Lease, Interagency Agreement through the Interagency Coordinating Board for Use of Space at the Montgomery County Board of Education Facilities for Short-Term Room Rental**

On motion by Trustee Smith, and a second by Trustee Blackwell, the Board unanimously approved the resolution.

**11. POLICY MATTER**  
**77002–Prohibition of Weapons on Campus (New)**

Trustees discussed the proposed Prohibition of Weapons on Campus policy and requested to have further discussion about the definition of weapons before adopting the policy. Trustee Kaufman suggested that the College review the school system's policy on this matter.

**12. NEW BUSINESS / ANNOUNCEMENTS**

Trustee Smith provided comments on a joint celebration with Montgomery County Public Schools and Montgomery College and reported that she, Dr. Pollard, and Trustee Levine attended Dr. Starr's State of the School address at Strathmore.

**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 on November 12, 2012, in the Faculty/Staff Dining Room, Campus Center, Rockville Campus at 6:30 p.m. to receive legal advice on two matters (subsection 7); to discuss a personnel matter (subsection 1); and to discuss a real property matter (subsection 3).

On motion by Trustee Blackwell to adjourn, and a second by Trustee Levine, the Board voted unanimously to adjourn at 9:00 p.m.



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Stephen Z. Kaufman  
Chair, Board of Trustees



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

Recorder: Arlean B. Graham