



BOARD OF TRUSTEES OPEN MEETING MINUTES
Montgomery Community College, Rockville, Maryland
December 12, 2011

1. CALL TO ORDER

The Board of Trustees of Montgomery Community College met in open session on December 12, 2011, in the Dance Studio in the Cultural Arts Center at the Takoma Park/Silver Spring Campus. The open session meeting was called to order by the chair at 7:35 p.m.

2. ROLL CALL

Present: Trustees Steve Kaufman, chair, Reginald Felton, 1st vice chair
Marsha Suggs Smith, 2nd vice chair, Gloria Aparicio Blackwell,
Kenneth Hoffman, Leslie Levine, Michael Lin, and Michael Priddy

Absent: Trustee Jonathan Jayes-Green

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

Resource Staff Present: Dr. Stephen Cain, chief of staff/chief strategy officer
Ms. Arlean Graham, administrative manager, Board of Trustees
Ms. Cathy Jones, senior vice president for administrative and fiscal services
Ms. Paula Matuskey, interim senior vice president for academic affairs
Mr. Rocky Sorrell, general counsel
Dr. Beverley Walker-Griffea, senior vice president for student services

3. APPROVAL OF THE AGENDA

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

4. MINUTES

Trustee Hoffman moved to approve the minutes of November 14, 2011, (open and closed sessions), and November 21, 2011, (open session); Trustee Smith seconded, the motion passed unanimously and the minutes were approved by the Board.

5. COMMENTS PERIOD

There were no speakers to come before the Board for public comments.

6. REPORTS

A. President's Report to the Board

Dr. Pollard thanked Dr. Brad Stewart, vice president and provost of the Takoma Park/Silver Spring Campus, his team, and the student escorts for hosting the Board meeting and for their hospitality and assistance.

Dr. Pollard's report focused on and reflected the challenges the College faced this semester to include defining a common student experience, looking at completion, the College governance structure, the classification and compensation study, and undocumented students. She presented two related questions to the Trustees:

- (1) How do you find your efforts to overcome challenges improved by working with others?
- (2) As we move into 2012, what challenges do you see in the future for Montgomery College?

Trustees' responses focused on working together for a common cause and noted that in working together there is more creativity and opportunities to obtain shared perspectives. Being a part of a team delivers a better product; working together helps to overcome challenges and it feels good to work together. Dr. Pollard thanked the Trustees for their perspectives.

B. Chair's Report

Chairman Kaufman provided an update on some major events since the last Board meeting, including the Holy Cross Hospital groundbreaking for the Life Sciences Park; a meeting with the county executive to discuss the College capital budget needs, the student center, and parking garage at the Rockville Campus; Dr. Pollard's trip to India with Governor O'Malley to execute a memorandum of understanding with Jindal Education and the Wahwhani Foundation; and the election of the new school board chair, Ms. Shirley Brandman, who served on the College's presidential search committee.

C. Takoma Park/Silver Spring Campus Report

Dr. Brad Stewart, vice president and provost, presented his report. He welcomed the Board to the campus and introduced members of his team. The report consisted of mission moments presented by students, Mr. Rolland Tagyen and Mr. Rusty Sticha. Dr. Stewart reviewed student demographics, enrollments, and various units at the campus.

Mr. Jim Walters, director of student life, and Ms. Laurel Stig-Green, provided information on the Montgomery College/Montgomery County Public Schools collaboration on service learning.

D. BOARD RETREAT REPORT

Trustee Felton provided a report on the Board's fall retreat, which was held on September 16–17. He thanked the Trustees and staff for making it a wonderful and impressive event. With the assistance of the facilitator, Dr. Daniel Kim, the Board focused on the core values of the College, discussed changes occurring in the 21st century, changes in the political environment, and how to be a more effective Board. The final session concluded with an examination of the Board's strengths, weaknesses, roles, what the Board wants to accomplish, and periodic assessments. The retreat provided the Board members with an opportunity to get to know each other personally and professionally.

7. CONSENT CALENDAR

BR# 11-12-153 Personnel Actions Confirmation Report

On motion by Trustee Felton, seconded by Trustee Hoffman, the motion passed unanimously and the Board approved and adopted the Consent Calendar.

8. AWARDS OF CONTRACTS (CHANGE ORDERS)

BR# 11-12-154 Approval of Change Order, Additional Ductwork and Egress Corridor, Morris and Gwendolyn Cafritz Foundation Arts Center Workforce Development & Continuing Education Renovation

On motion by Trustee Hoffman, seconded by Trustee Felton, the motion passed unanimously and the Board approved and adopted the above agenda item.

The Board thanked staff for the very impressive tour of the WD&CE Cafritz facility prior to the meeting.

9. FACILITIES MATTERS

BR# 11-12-155 Proposal for Naming the George and Ruth G. Tretter Dance Studio In the Cultural Arts Center, Takoma Park/Silver Spring Campus

On motion by Trustee Smith, seconded by Trustee Blackwell, the motion passed unanimously and the Board approved and adopted the above agenda item.

10. COLLEGE SUPPORT FUNCTIONS

BR# 11-12-156 Ratification of the Life Sciences Park Foundation, Inc.

On motion by Trustee Felton, seconded by Trustee Smith, the motion passed unanimously and the Board approved and adopted the above agenda item.

11. COLLEGE BUDGET MATTERS

A. BR# 11-12-157 Acceptance of the College FY11 Audit Report

On motion by Trustee Smith, seconded by Trustee Hoffman, the motion passed unanimously and the Board approved and adopted the above resolution.

B. FY13 Operating Budget

Dr. Pollard shared information about the FY13 operating budget process with the Board. She noted that Ms. Cathy Jones, senior vice president for administrative and fiscal services, will speak with the College team and provide some guiding principles for the development of the budget. Ms. Jones provided information and assumptions from the state and the county. Ms. Jones thanked her team, Dr. Janet Wormack, Mr. Bob Preston, and Ms. Ruby Sherman, for obtaining an unqualified audit for the College.

12. COMPENSATION

BR# 11-12-158 Authorization of One-Time Recognition Payment for Nonbargaining Staff, Faculty, and Administrators

On motion by Trustee Felton, seconded by Trustee Blackwell, the motion passed unanimously and the Board approved and adopted the above resolution.

The Board thanked Dr. Pollard and the whole administrative team for their efforts with this endeavor.

13. BARGAINING UNIT AGREEMENTS

- A. BR# 11-12-159 Approval of Memorandum of Agreement, American Association of University Professors (AAUP), Montgomery College Chapter**
- B. BR# 11-12-160 Approval of Memorandum of Agreement, American Federation of State, County, and Municipal Employees (AFSCME), Council 67, Local 2360**
- C. BR# 11-12-161 Approval of Memorandum of Agreement, Service Employees International Union (SEIU), Local 500, CtW**

On motion by Trustee Hoffman, seconded by Trustee Lin, the motion passed unanimously and the Board approved and adopted the above resolution.

Dr. Pollard thanked the bargaining group individuals involved in these agreements and Ms. Espinosa and her team. Ms. Liz Brandenburg, president of AFSCME, thanked the Board, Ms. Espinosa, and the administrative staff in negotiating a successful agreement.

14. NEW BUSINESS

Trustee Levine reported that the Board's budget committee met with Ms. Jones and her staff and had a very productive first meeting. The committee will meet again during the first week of January.

He also reported that he attended the Universities of Shady Grove Board of Advisors retreat where they discussed Dr. Stephen Fuller's report on the regional workforce and heard a presentation by President Dr. Robert Templin regarding Northern Virginia Community College's Pathways to Baccalaureate program, which creates an educational pipeline for students beginning in the middle schools.

Trustee Smith reported that she attended the MACC Second Annual Completion Agenda Summit held on December 9, at the Community College of Baltimore County. She said it was a wonderful summit, and that she was glad to have the opportunity to visit another community college.

15. 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 a closed meeting on December 12, 2011, when one legal advice matter (subsection 7) and one collective bargaining matter (subsection 9) were discussed.

A motion was made to adjourn at 9:00 p.m.



Stephen Z. Kaufman
Chair, Board of Trustees



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

Recorder: Arlean B. Graham

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