



BOARD OF TRUSTEES PUBLIC MEETING MINUTES
Montgomery College, Rockville, Maryland
Board Room, Central Services Building, 9221 Corporate Boulevard
Public Participation via Zoom Webinar • Webinar ID: 949 8864 3986
April 18, 2022

A. April 198, 2022 Public Vote to go into Closed Session

On April 18, 2022, at 6:09 p.m., Board Chair Knapp called a brief public meeting to order in room S408 of the Central Services Building, located at 9221 Corporate Boulevard, Rockville, Maryland, for the sole purpose of voting to go into closed session. The public was invited to participate via Zoom teleconference.

Trustees present: Trustee Michael J. Knapp, chair
 Trustee Michael A. Brintnall, first vice chair
 Trustee Frieda K. Lacey, second vice chair
 Trustee Gloria Aparicio Blackwell
 Trustee Kenneth J. Hoffman
 Trustee Omar A. Lazo
 Trustee Robert F. Levey
 Trustee Marsha Suggs Smith
 Trustee Evan J. Wellek, student

Trustee absent: Trustee Maricé I. Morales

Board Chair Knapp announced that pursuant to the General Provisions Article 3-305(b), the meeting would be closed only to:

- discuss one privacy matter—subsection 2;
- consult with staff about potential or pending litigation—subsection 8; and
- discuss a matter related to collective bargaining—subsection 9.

No members of the public had objections to close the meeting.

Trustee Suggs Smith made a motion to close the meeting. Trustee Aparicio Blackwell seconded the motion. A vote was taken and the motion passed unanimously.

The meeting was then closed at 6:11 p.m. under the following provision of General Provisions Article 3-305(b):

| Statutory authority | Topic description | Persons present for discussion | Action Taken |
|----------------------------------|---|--|------------------------------------|
| 3-305(b) Subsection 2 | Discuss a privacy matter related to a facility naming in honor of a donor | All trustees; general counsel; senior vice presidents; special assistant to the president for board relations, operations and services; board staff | Information only. No action taken. |
| 3-305(b) Subsection 8 | Consult about potential or pending litigation regarding an incident on Rockville Campus | All trustees; general counsel; senior vice presidents; special assistant to the president for board relations, operations and services; board staff | Information only. No action taken. |
| 3-305(b) Subsection 9 | Consider matters related to collective bargaining negotiations with AFSCME | Resource Persons: Carol Kliever; Krista Leitch Walker; All trustees; general counsel; senior vice presidents; special assistant to the president for board relations, operations and services; board staff | Information only. No action taken. |

1. RECONVENE PUBLIC MEETING

The Montgomery College Board of Trustees reconvened at 6:41 p.m. on April 18, 2022, in the Board Room of the Central Services Building, 9221 Corporate Boulevard, Rockville, Maryland, to conduct the public session of its March meeting. The public was invited to participate in person or via Zoom teleconference.

2. ROLL CALL

Trustees present:

- Trustee Michael J. Knapp, chair
- Trustee Michael A. Brintnall, first vice chair
- Trustee Frieda K. Lacey, second vice chair
- Trustee Gloria Aparicio Blackwell
- Trustee Kenneth J. Hoffman
- Trustee Omar A. Lazo
- Trustee Robert F. Levey
- Trustee Marsha Suggs Smith
- Trustee Evan J. Wellek, student

Trustee absent: Trustee Maricé I. Morales

3. APPROVAL OF AGENDA

Trustee Aparicio Blackwell made a motion to approve the agenda. Trustee Hoffman seconded.

A vote was taken and the motion passed unanimously.

4. APPROVAL OF MINUTES

- A. March 21, 2022 Conference Session Minutes
- B. March 21, 2022 Public Vote and Closed Session Minutes

C. March 21, 2022 Public Meeting Minutes

Trustee Hoffman made a motion to approve the three sets of minutes. Trustee Aparicio Blackwell seconded.

A vote was taken and the motion passed unanimously.

5. REPORTS

A. Committee and Liaison Reports

I. Alumni Association

Trustee Wellek, liaison to the Montgomery College Alumni Association, reported that the Alumni Association's Board of Governors met on Thursday, March 24. While Trustee Wellek was not able to attend the meeting, he reported that the Board of Governors heard a report regarding Commencement 2022, received and approved charter bylaws to form the ACES Alumni and Scholar Network as an Association chapter, and conducted a discussion of the Alumni Association's bylaws. Trustee Wellek concluded his report with news that the Alumni Association would survey their members to determine the format of future meetings.

II. Budget and Financial Sustainability Committee

Trustee Suggs Smith, chair of the Budget and Financial Sustainability Committee, reported that the committee met on Wednesday, April 13. She reported that the committee reviewed the FY22 Q3 Financial Report, discussed plans for FY23 tuition, and received an update on the capital and operating budget processes. Trustee Suggs Smith concluded her report with an endorsement by the committee of the request to keep tuition flat in FY23. She stated that the committee remains confident in the College's efforts and capacities to proactively maintain the fiscal viability of the College.

B. Constituent Conversations

Dr. Williams invited students Nilofar Almadi and Sigrid Gray to share their personal experiences of learning during the pandemic and receiving Higher Education Emergency Relief Fund support from the College. Both Ms. Almadi and Ms. Gray expressed their gratitude to the College for receiving emergency aid from the Higher Education Emergency Relief Fund, and shared their inspirational stories of achievement despite the challenges they each faced in their lives.

C. President's Report

Dr. Williams began by sharing a summary of his recent activities. He expressed pleasure at meeting with the Boys to Men program participants--a mentoring group and receiving a warm welcome from student-athletes, coaches, students, faculty, and staff athletic supporters when he threw out the first pitch for the baseball team. Dr. Williams also met with the Student Council to get a briefing about student accomplishments and better understanding of student needs.

Transitioning to commencement news, Dr. Williams stated that the College's special events planners are preparing for the first in-person commencement in three years. He thanked the staff for their ongoing efforts to make this event a reality and promised to keep the board updated on commencement developments.

Turning his attention to budget news, Dr. Williams reported that the Maryland General Assembly adopted both the FY23 capital and operating budgets for Maryland. These budgets include all the funds the College requested, including \$6.8 million for the Catherine and Isiah Leggett Math and Science Building plus \$5 million over two fiscal years for our library renovation request. He stated that the College will also receive \$13 million in new state operating aid for FY23, adding that the Governor applied the Cade funding formula to yield the total amount allocated to community colleges. Dr. Williams thanked the Montgomery County Delegation for helping the College to achieve these budget outcomes—most particularly, for their work to obtain the additional funds for the Leggett Building cost escalations. Dr. Williams reported that final decisions regarding the College's capital budget will be made during the Council's reconciliation process in May.

Dr. Williams concluded his report by sharing themes from his listening and learning journey. In meeting with the College's faculty and staff, Dr. Williams has discovered that an emerging theme is the need to be both a high-touch and high-tech institution. A key question and opportunity for the College is to identify, create, enhance, and sustain this approach in a manner that is student-centered, equitable, and data-informed.

D. Chair's Report

Board Chair Knapp thanked Dr. Williams for the great budget news from the state and added that advocacy work continues on the local level, as the county council begins its deliberations regarding the county's budget. Board Chair Knapp reported that the council will hold its budget hearings later in April and that College representatives—including Trustee Wellek and himself—will speak at the hearings and continue to make the case for full funding of the College's request.

Board Chair Knapp reported that the Presidential Transition Advisory Committee work will be getting under way in the next week, with Second Vice Chair Lacey serving as a committee co-chair, along with Trustee Emeritus Ben Wu, and College Council Chair Kimberley Jones.

In related news, Board Chair Knapp stated that as part of the presidential transition, the board will hold a retreat with Dr. Williams on May 6 to discuss themes that emerged through his conversations with trustees and to identify mutual goals and next steps for moving forward.

Board Chair Knapp reported that earlier in the month, he joined Dr. Williams in conferring an honorary degree to Ms. Catherine F. Scott. At 104 years young, Ms. Scott is a former faculty member, a long-time friend of the College, and generous donor.

Board Chair Knapp concluded his report with laudatory remarks about Trustee Hoffman presenting the inaugural Hoffman-Schulsinger Excellence in Equity Award to four deserving Montgomery College students on April 6. The endowment and award were created by Dr. Hoffman to recognize students with an inner spirit and motivation for reducing discrimination and prejudice in our community. Inspiration for the Hoffman-Schulsinger Award is Dr. Hoffman's parents. Board Chair Knapp thanked Trustee

Hoffman for his unwavering support of Montgomery College, its mission, and its students.

E. FY22 Third Quarter Financial Summary Report

Mr. Sherwin Collette and Ms. Liz Greaney presented the financial summary report for the third quarter of this fiscal year. They indicated that, as of this quarter end, enrollment hours are approximately 12 percent below projected enrollment hours and approximately 15 percent below FY21 actual hours through the Spring semester. Ms. Greaney stated that tuition and fee revenue is 16.4 percent lower. Consequently, salary and benefit expenses are below expectations at this time of year and trending lower than the prior year due to lower enrollment and higher vacancies than projected. She also indicated that nonpayroll expenses are trending 10.3 percent higher than the prior year primarily due to a higher presence in the offices and on the campuses and a resumption of activities.

6. CONSENT AGENDA

BR#22-04-061

Personnel Actions Confirmation Report

Trustee Levey made a motion to accept the consent agenda. Trustee Aparicio Blackwell seconded.

A vote was taken and the motion passed unanimously.

7. AWARDS OF CONTRACT (COMPETITIVE)

BR#22-04-062

Award of Contract, Construction Manager at Risk for HVAC Upgrades for Germantown, Rockville and Takoma Spring/Silver Spring Campuses, Guaranteed Maximum Price Number 2-HVAC Rooftop Unit Replacement at the Homer S. Gudelsky Institute for Technical Education, Macklin Tower, Music Building and the Technical Center on the Rockville Campus, Bid 622-004

BR#22-04-063

Award of Contract, Construction Manager at Risk for the Resource Center Library Renovation, Takoma Park/Silver Spring Campus, Bid 622-006

Trustee Levey made a motion to approve the awards of contract. Trustee Suggs Smith seconded.

A vote was taken and the motion passed unanimously.

8. ACADEMIC MATTERS

BR#22-04-064

Modification of the Advanced Network Security Certificate

BR#22-04-065

Modification of the Cloud Computing and System Administrator Certificate

BR#22-04-066

Deletion of the Photographic Techniques Certificate

Trustee Suggs Smith made a motion to approve the academic matters. Trustee Hoffman seconded.

A vote was taken and the motion passed unanimously.

9. FEE MATTER
BR#22-04-067 **Revision to the Montgomery College Library Fines and Fee Schedule**

Trustee Hoffman made a motion to approve the fee matter. Trustee Aparicio Blackwell seconded.

A vote was taken and the motion passed unanimously.

10. BUDGET MATTER
BR#22-04-068 **Tuition in Fiscal Year 2023**

Trustee Suggs Smith made a motion to approve the budget matter. Trustee Hoffman seconded.

A vote was taken and the motion passed unanimously.

11. COLLECTIVE BARGAINING MATTER
BR#22-04-069 **Collective Bargaining Agreement Between Montgomery College and American Federation of State, County and Municipal Employees, AFL-CIO, Council 67, Local 2380**

Trustee Suggs Smith made a motion to approve the collective bargaining matter. Trustee Hoffman seconded.

A vote was taken and the motion passed unanimously.

12. BOARD MATTER
BR#22-04-070 **Board of Trustees' Schedule of Meetings for Fiscal Year 2023**

Trustee Levey made a motion to approve the board matter. Trustee Hoffman seconded.

A vote was taken and the motion passed unanimously.

13. NEW BUSINESS

There was no new business to come before the Board.

14. TRUSTEE COMMENTS

Trustee Suggs Smith expressed her appreciation for the gifts and messages of support in light of her husband's recent illness.

Board Chair Knapped thanked the staff and board team for their work.

15. ADJOURNMENT

Trustee Suggs Smith made a motion to adjourn the meeting. Trustee Aparicio Blackwell seconded.

A vote was taken and the motion passed unanimously.

The meeting adjourned at 7:42 p.m.

Signature on file

Michael J. Knapp
Chair, Board of Trustees

Signature on file

Dr. Jermaine F. Williams
President and Secretary-Treasurer,
Board of Trustees

Recorder: Lily Lee
Adopted on: May 16, 2022