



**BOARD OF TRUSTEES OPEN MEETING MINUTES**  
**Montgomery College, Rockville, Maryland**  
**June 20, 2016**

**1. CALL TO ORDER**

The Board of Trustees of Montgomery College met in open session on June 20, 2016, in the Board Room, Mannakee Building, Rockville, Maryland. The open session meeting was called to order by the chair at 7:03 p.m.

**2. ROLL CALL**

Trustees Present:

Ms. Marsha Suggs Smith, Chair  
Ms. Gloria Aparicio Blackwell, Second Vice Chair  
Dr. Kenneth J. Hoffman, Trustee  
Mr. Robert J. Hydorn, Trustee  
Mr. Robert F. Levey, Trustee  
Dr. Leslie S. Levine, Trustee  
Mr. Michael Priddy, Trustee  
Mr. Luis Rosales, Student Trustee

Present Ex-Officio:

Dr. DeRionne P. Pollard, President and Secretary-Treasurer

Absent:

Mr. Michael J. Knapp, First Vice Chair  
Mr. Benjamin Wu, Trustee

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  
Ms. Arlean Graham, Board Relations Coordinator  
Dr. Sanjay Rai, Senior Vice President for Academic Affairs  
Mr. David Sears, Senior Vice President for Advancement and  
Community Engagement  
Dr. Janet Wormack, Senior Vice President for Administrative and Fiscal  
Services

**3. APPROVAL OF THE AGENDA**

Trustee Levine moved to approve the agenda; Trustee Hydorn seconded and 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. May 16, 2016 Closed Session**

### **B. May 16, 2016 Open Session**

Trustee Hydorn moved to approve the minutes for May 16, 2016 closed and open sessions; Trustee Hoffman seconded. The minutes were unanimously approved by the Board.

## **6. REPORTS**

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

Dr. Pollard provided some reflections on the past fiscal year and noted the efforts of the College to promote student success by joining the Achieving the Dream network and the establishment of a new Part-time Faculty Institute. She noted that operational efficiencies were implemented with a new technology solutions company, outsourcing of the bookstores, and eliminating the operations of child care centers. She noted that long range planning for the institution witnessed the approval of the design for the 2018 Self-Study for the Middle States Commission on Higher Education and the Facilities Master Plan. Additionally, external communications were enhanced with a new branding campaign, web redesign, and a new logo.

Dr. Pollard noted that the Board was updated monthly on *Montgomery College 2020* progress on the plan's five themes, expressed gratitude to the county and state for FY17 funding, and commented on the College's diversity plan program report due to the Maryland Higher Education Commission on September 1, 2016.

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

Chair Smith reported that the Board completed its evaluation of Dr. Pollard's performance for FY16, that she had interviewed with CliftonLarsenAllen as part of the FY16 auditing process, and noted end of year activities culminating with a Summer Dinner Theatre production and board retreat.

Chair Smith invited Trustees to report on activities for the month.

Trustee Levey reported that he attended a budget session with Nonprofit Montgomery; Trustee Aparicio Blackwell reported that she graduated from Leadership Montgomery; Trustee Levine reported that he attended a Montgomery College Foundation (MCF) reception; Trustee Hoffman reported that he attended a City of Rockville Housing and Master Plan 2040 meeting; Trustee Hydorn reported that he attend the Montgomery County Chamber of Commerce dinner and awards program and enjoyed the MC commencement; Trustee Rosales reported that he represented the College at an Enactus student competition, graduated with his associate's degree, and expressed excitement about his future at Georgetown University; and Trustee Smith reported that she attended the Montgomery College Foundation board meeting.

## **7. CONSENT CALENDAR**

### **BR# 16-06-066 Personnel Actions Confirmation**

On a motion to approve the consent calendar by Trustee Hydorn, and a second by Trustee Levine, the Board approved the consent calendar.

## **8. RECOGNITIONS**

**BR# 16-06-067 Tribute and Posthumous Award of Emerita Statue to Professor Patricia Nora Ryan**

**BR# 16-06-068 Tribute to Mr. Richard D. Collier**

**BR# 16-06-069 Retirement and Award of Emerita Status and Silver Medallion to Professor Joyce Jewell**

**BR# 16-06-070 Retirement and Award of Bronze Medallion to Professor William H. Johnstone**

**BR# 16-06-071 Retirement Recognition of Ms. Elizabeth J. Adams**

**BR# 16-06-072 Retirement Recognition of Professor Dorothea L. Agnew**

**BR# 16-06-073 Retirement Recognition of Professor Jonathan J. Goell**

**BR# 16-06-074 Retirement Recognition of Ms. Chek Y. Halpine**

**BR# 16-06-075 Retirement Recognition of Mr. Donald B. Higdon**

**BR# 16-06-076 Retirement Recognition of Mr. Nee A. Martins**

**BR# 16-06-077 Retirement Recognition of Mr. Stephen E. Matthews**

**BR# 16-06-078 Retirement Recognition of Ms. Anna L. Nicolaisen**

**BR# 16-06-079 Retirement Recognition of Mr. Thomas J. Pollins**

**BR# 16-06-080 Retirement Recognition of Mr. Calvin D. Rhea**

**BR# 16-06-081 Retirement Recognition of Professor Joseph H. Smith**

**BR# 16-06-082 Retirement Recognition of Professor Barbara E. Walker**

**BR# 16-06-083 Recognition and Award of Bronze Medallion to Trustee Luis D. Rosales**

On a motion to approve the above resolutions by Trustee Hydorn, and a second by Trustee Hoffman, the Board approved the recognitions by unanimous vote.

Professor Andrea Foster provided briefs remarks on the life and service of Professor Patricia Nora Ryan at the College. Dr. Pollard and Chair Smith presented the framed resolution to Professor Ryan's son, Mr. Will Lyons.

Mr. Younis Forsyth provided briefs remarks on the life and service of Mr. Richard Collier at the College. Dr. Pollard and Chair Smith presented the framed resolution to Mr. Collier's children, Brittany and Max Collier.

Trustees provided comments on Trustee Luis Rosales' recognition. Second Vice Chair Aparicio Blackwell noted that she was very proud of Trustee Rosales as he has advanced himself and invested in the next generation.

Trustee Levey noted how grounded Trustee Rosales has been and noted his goodness and full purpose for his life.

Trustee Priddy noted that he has enjoyed learning from Trustee Rosales, and noted his sense of timing, intelligence, wisdom, and humility.

Trustee Levine noted that it has been a pleasure working with Trustee Rosales and noted his seriousness about doing the job and wished him the best of in the future.

Trustee Hoffman noted how Trustee Rosales brought a great quality to the Board with his personal accomplishments and it has been his pleasure to work with him.

Trustee Hydorn noted that it was a pleasure working with Trustee Rosales as he is a true professional and a friend of the Board and staff.

Chair Smith noted that a lot is expected of Trustee Rosales as he did everything very well and great opportunities were opened to him.

Trustee Rosales thanked the Board for the recognition and their comments and noted that he is not the same person that he was prior to his Montgomery College experience. The College changed him as it is his second home and it is because of this institution that he is ready to move on to his next opportunity.

#### **9. ACADEMIC AND REGULATORY MATTER**

##### **BR# 16-06-084 The Annual Progress Report on Programs on Cultural Diversity Plan, Diversity Report**

On a motion to approve the above resolution by Trustee Hydorn, and a second by Trustee Hoffman, the Board approved the resolution by unanimous vote.

#### **10. FACILITIES MATTERS**

##### **BR# 16-06-085 Authorization for the lease Extension for 40 West Gude, Rockville, Maryland**

##### **BR# 16-06-086 Temporary License Agreement with Montgomery County for Construction Of the Metropolitan Branch Trail and Grant of Permanent Easement across the Lands of the Board of Trustees of Montgomery College**

##### **BR# 16-06-087 Omnibus Resolution for the Central Services Building Acquisition, Improvement, Equipment, and Leasing Transactions**

##### **BR# 16-06-088 Naming of the Dr. Barbara G. Hoberman Principles of Biology Laboratory In the Science Center Building on the Rockville Campus**

On a motion to approve the above resolutions by Trustee Hydorn, and a second by Trustee Levey, the Board approved the resolutions by unanimous vote.

#### **11. AWARDS OF CONTRACTS (COMPETITIVE)**

##### **BR# 16-06-089 Award of Contract, Construction Services for the Rockville Campus Gudelsky Institute for Technical Education Building Energy Park**

##### **BR# 16-06-090 Multiple Awards of Contract, Network and Infrastructure Products and Services**

##### **BR# 16-06-091 Award of Contract, Physical Education Building Women's Athletic Team Locker Room Renovation, Rockville Campus**

##### **BR# 16-06-092 Award of Contract, Landmark Gateway Signage, Germantown Campus**

##### **BR# 16-06-093 Award of Contract, Landmark Gateway Signage, Rockville Campus**

##### **BR# 16-06-094 Award of Contract, Construction Administration Services for the Science And Applied Studies Renovation and Addition, Phase 1, Germantown Campus**

On a motion to approve the above resolutions by Trustee Hydorn, and a second by Trustee Levey, the Board approved the resolutions by unanimous vote.

Trustees commented on the Energy Park and comments focused on the existing program, enrollment, employment opportunities, potential entrepreneurial opportunities, and the percentage of graduates in the certificate program.

Mr. Ed Roberts, dean of applied technologies and Gudelsky Institute, noted that the solar program teaches students about installation and services as part of the Building Trades Technology program, with 70 percent of the students in the program being taught in solar installation services. He noted that that he would provide Dr. Pollard with the exact number of students enrolled in the program and that the program has been offered for five years now and enrollment is significant. He said that the Gudelsky Institute is a registered North American Board of Certified Energy Providers program site for the entry level exam in this career field. Students in this program can obtain a Building Trades Technology degree and/or a certificate from the College.

## **12. AWARDS OF CONTRACTS (SOLE SOURCE)**

**BR# 16-06-095 Sole Source Award of Contract, Continuation of Banner Support Services**

**BR# 16-06-096 Sole Source Award of Contract, Continuation of Collegewide  
Maintenance and Inspection Program for Ammonia Chillers**

**BR# 16-06-097 Sole Source Award of Contract, Continuation of Maintenance Services  
for Siemens Energy Management Systems at Germantown and Rockville  
Campuses**

**BR# 16-06-098 Sole Source Award of Contract, Continuation of Inspection and  
Calibration of Heating, Ventilation, and Air Conditioning Control  
Systems on the Rockville and Takoma Park/Silver Spring Campuses**

**BR# 16-06-099 Sole Source Award of Contract, Wellness at Work Program Services**

On a motion to approve the above resolutions by Trustee Hydorn, and a second by Trustee Rosales, the Board approved the resolutions by unanimous vote.

## **13. BUDGET MATTERS**

**BR# 16-06-100 Final Adoption of the FY17 College Capital Budget**

**BR# 16-06-101 Petition for State Funding**

**BR# 16-06-102 Final Adoption of the FY17 Current Fund and Special Funds Budgets**

On a motion to approve the above resolutions by Trustee Hydorn, and a second by Trustee Hoffman, the Board approved the resolutions by unanimous vote.

Dr. Janet Wormack reviewed a presentation on the final budgets. She noted that the College adjusted the operating budget per the mandate of the county, and noted that future budgets will recognize the requests of the county for sustainability.

## **14. COMPENSATION**

**BR# 16-06-103 Compensation in FY17**

On a motion to approve the above resolutions by Trustee Hydorn, and a second by Trustee Hoffman, the Board approved the resolution by unanimous vote.

## **15. BOARD MATTERS**

**BR# 16-06-104 Board of Trustees' Annual Report for FY16**

On a motion to approve the above resolution by Trustee Hydorn, and a second by Trustee

Hoffman, the Board approved the resolution by unanimous vote.

Trustees thanked Dr. Cain and staff for the final development and publishing of the report. They expressed their excitement for the report, how it reflects students, and the actions of the Board that are recorded in the report. The document will be used when Trustees engage with the community.

### **Election of FY17 Board Officers**

Trustee Hoffman, chair of the Nominating Committee, presented the slate of officers as received by the Nominating Committee for fiscal year 2017 as follows:

Marsha Suggs Smith, Chair  
Michael J. Knapp, First Vice Chair  
Gloria Aparicio Blackwell, Second Vice Chair

Trustee Hoffman asked for nominations from the floor and there were none.

On a motion to approve the nominations by Trustee Levey, and a second by Trustee Hydorn, the Board approved the slate of officers for FY17.

### **16. NEW BUSINESS**

Trustee Hoffman commended the College for its initiative with open educational resources and noted that this will be a savings to students for textbooks.

Trustee Smith thanked the College for partnering with the county in resolving the proposed bus depot issue. Trustee Hoffman reported that there will be a hearing on the matter tomorrow.

### **17. TRUSTEE ANNOUNCEMENTS**

Trustee Hydorn congratulated Trustee Aparicio Blackwell and Dr. Cain on their graduation from Leadership Montgomery, announced the submission of his application to the Association of Community Colleges (ACCT) for an at-large position on the board, and Trustee Wu's submission of an application for a position on the ACCT Diversity Committee.

Trustee Aparicio Blackwell thanked her colleagues for their support for her election to serve as the second vice chair again, and announced her membership to the ACCT Awards Committee.

Trustee Rosales thanked everyone for their support this year and wished everyone the best in the years to come.

Trustee Smith thanked her colleagues for re-electing her as board chair, and thanked Dr. Pollard and her cabinet for all of their efforts this year. She noted that Trustee Knapp was absent due to a family matter.

## 18. 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 June 20, 2016, in room 318 of the Mannakee Building, Rockville, Maryland, at 6:12 p.m. to discuss two personnel matters (subsection 1), two real property matters (subsection 3), a privacy matter (subsection 2), and a collective bargaining matter (subsection 9).

On a motion by Trustee Levey, and a second by Hydorn, the Board voted unanimously to adjourn at 8:48 p.m.

Signature on file

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Marsha Suggs Smith  
Chair, Board of Trustees

Signature on file

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

Recorder: Arlean Graham