



BOARD OF TRUSTEES OPEN MEETING MINUTES
Montgomery Community College, Rockville, Maryland
May 14, 2012

1. CALL TO ORDER

The Board of Trustees of Montgomery Community College met in open session on May 14, 2012, in the Trustee Board Room, Mannakee Building, Rockville, Maryland. The open session meeting was called to order by the chair at 7:10 p.m.

2. ROLL CALL

Present: Trustees Stephen Kaufman, chair, Reginald Felton, 1st vice chair
Marsha Suggs Smith, 2nd vice chair, Gloria Aparicio Blackwell,
Jonathan Jayes-Green, Kenneth Hoffman, Michael Knapp, Leslie Levine,
and Michael Priddy

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

Absent : Trustee Michael Lin

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
Dr. Donald Pearl, senior vice president for academic affairs
Mr. Rocky Sorrell, general counsel
Dr. Beverly Walker-Griffa, senior vice president for student services

3. APPROVAL OF THE AGENDA

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

4. MINUTES

Trustee Smith moved to approve the minutes for the month of April, closed and open sessions. Trustee Blackwell seconded and the minutes were approved by the Board.

5. COMMENTS PERIOD

There were no speakers for the comments period.

6. REPORTS

A. President's Report to the Board

Dr. Pollard noted that her report for the month focused on innovation and highlighted some innovative actions and student stories. Dr. Pollard asked how is the College being relevant to

the students it serves. She highlighted curriculum innovations, innovative support, collaborations, partnerships, technology, and student stories.

Dr. Pollard asked the Trustees to respond to the following questions:

1. In what new ways would you like to see our College embrace innovation?
2. What are some of the ways that you, personally, have refused to let a setback halt your efforts to change course and innovate?

Trustees' comments focused on increasing incentives for students who need to feel that they are participating and recognized; gather examples from everybody to see what works and try what works and stop doing things the old way and do it the new way; connect with automation and learn what works best and create learning centers around the county; examine what is new and relevant to careers and the workplace by bringing big companies to the campuses to provide private innovation; provide time and opportunity for professors to innovate; obtain input from staff as they can create innovative ways for their work; create a platform for students to share information by using technology and apps; provide more articulation agreements; have guests come to the College and talk about their innovations; and identify people who can be looked to as role models for innovation.

B. Review of FY12 Budget

Dr. Pollard noted that she would provide a comprehensive report to the Board next month.

C. Chair's Report

Chairman Kaufman reported that the College is very thankful to the County Executive and County Council for the College's FY13 budget. One item remains on the reconciliation list – the garage. The Board is still discussing the strategic plan which is a work in progress. On the state level, the retirement issue is very important.

Chairman Kaufman noted that The Dr. Harry Harden Jr. Student Academic Excellence Awards program was wonderful and the keynote speaker, Mr. William Kellibrew IV, deputy director and national victims advocate for the National Coalition on Black Civic Participation, was phenomenal. Trustee Jayes-Green thanked Dr. Walker-Griffea for putting such a wonderful event together.

D. Campus Update

Mr. David Capp, vice president of facilities and security, provided highlights of the monthly campus update report that was provided to the Board earlier.

D. Strategic Plan Montgomery College 2020

Dr. Pollard shared another draft of the strategic plan with the Board. She thanked the committee for their work. She noted that she will be working with the senior team to move it in a different direction.

Trustees thanked and commended Dr. Pollard and the committee for the work that went into developing and preparing the plan.

Trustees' shared with Dr. Pollard that the plan was not concrete enough as there were no benchmarks with numbers; no discussion about attracting and retaining minority students; no specificity in the plan; need to know where the College is going with a challenge for getting buy in; the stakeholder portions for the plan are missing; and the report has too many big things in it for the College when the focus should be on two or three things. The strategic plan needs to be a working document that people can believe in.

Chairman Kaufman noted that a strategic plan needs to be pretty general because when you make specific goals you will fail. He noted that the themes for the next eight years are right for the College and goals for FY13 should be specific and achievable.

7. CONSENT CALENDAR

A. BR# 12-05-033 Personnel Actions Confirmation Report

On motion to approve the Consent Calendar by Trustee Knapp, and second by Trustee Jayes-Green, the Board approved the consent calendar by unanimous vote.

8. AWARDS OF CONTRACT (COMPETITIVE)

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| BR# 12-05-034 | Purchasing and Travel Card Program |
| BR# 12-05-035 | Integrated Pest Management Program Services |
| BR# 12-05-036 | Information Technology Asset Disposal Services |
| BR# 12-05-037 | Multiple Awards of Contract, Professional Development Training Services |

On motion by Trustee Felton, seconded by Trustee Jayes-Green, the Board approved the resolutions. Trustees Levine and Blackwell abstained from the vote.

Dr. Pollard and Ms. Jones, senior vice president for administrative and fiscal services, explained the purchasing card bid. Mr. Capp spoke on the pest management program and noted that the College doesn't have liability insurance for staff to handle the chemicals.

Trustee Levine asked why 46 companies did not bid on the IT asset disposal services contract. Mr. Patrick Johnson, interim vice president of procurement, noted that these companies could not meet the regulatory compliance for the bid. Ms. Jones explained the process for disposing of computers. She will get back to the Board about the rebate amount that was received last year.

Trustees had several concerns about the IT contract and contracts in general noting that the Board should have been briefed on the contract earlier, the need for understanding timelines for bids, a system for alerting vendors when contracts will expire, and providing a system where the College can encourage minorities and women to bid on contracts.

9. AWARD OF CONTRACT (SOLE SOURCE)

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| BR# 12-05-038 | Sole Source Award of Contract, Thermal Storage Unit Repair, Rockville Campus |
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On motion by Trustee Felton, seconded by Trustee Priddy, the Board approved the resolution by unanimous vote.

Mr. Capp explained the contract and the problem with the equipment.

10. BUDGET MATTER

BR# 12-05-039 Designated Fund Balance – Workforce Development & Continuing Education Fund

On motion by Trustee Knapp, seconded by Trustee Blackwell, the Board approved the resolutions by unanimous vote.

Mr. George Payne, vice president of workforce development & continuing education, explained the budget matter and noted that it was an authorization to spend. He noted that WD&CE does not obtain any funding from the county.

11. EMPLOYEE SALARY MATTERS

BR# 12-05-040 Approval of Memorandum of Agreement with American Association of University Professors, Montgomery College Chapter

BR# 12-05-041 Approval of Memorandum of Agreement with American Federation of State, County and Municipal Employees, Council 67, Local 2380

BR# 12-05-042 Authorization of One-Time Payments for Non-Bargaining Administrative, Associate, and Support Staff

BR# 12-05-043 Compensation in FY13 for Administrative, Associate, and Support Staff

On motion by Trustee Felton, seconded by Trustee Smith, the Board approved the resolution by unanimous vote.

12. NEW BUSINESS

Trustee Jayes-Green announced that he would graduate on Friday and will be attending Goucher College in the fall.

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 two closed sessions in May. The first on May 7, 2012, in room 318 in the Mannakee Building at 6:00 p.m. to receive legal advice on two matters (subsection 7), to discuss a personnel matter (subsection 1), and to discuss collective bargaining updates (subsection 9). The second session was held on May 14, 2012, in room 318 in the Mannakee Building at 6:30 p.m. to receive legal advice (subsection 7).

On motion by Trustee Jayes-Green to adjourn, seconded by Trustee Hoffman, the motion passed and the meeting adjourned at 8:45 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