



BOARD OF TRUSTEES OPEN MEETING MINUTES
Montgomery College, Rockville, Maryland
March 11, 2013

1. CALL TO ORDER

The Board of Trustees of Montgomery College met in open session on March 11, 2013, in the Tretter Dance Studio, Cultural Arts Center, Takoma Park/Silver Spring Campus, Takoma Park, Maryland. The open session meeting was called to order by the chair at 8:07 p.m.

2. ROLL CALL

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

Absent: Trustee Gloria Aparicio Blackwell

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 and community engagement
Mr. Rocky Sorrell, general counsel

3. APPROVAL OF THE AGENDA

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

4. COMMENTS PERIOD

There were no speakers for the comments period.

5. APPROVAL OF MINUTES

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

6. REPORTS

A. President's Report

Dr. Pollard provided brief remarks on her report, which focused on the College's technology. She noted that this topic was selected based on the Board's fall retreat. Dr. Pollard provided an overview of the College's progress and opportunities in different areas and highlighted the Office of Information Technology's two initiatives, a unit-wide climate and situational self-assessment and completion of the unit's reorganization. Dr. Pollard noted that the College is looking at innovation and the network infrastructure. In exploring the delivery of massive open online courses, MOOCs, the College is looking to see what is happening in other states and how it might align with them. Dr. Pollard noted that the College must be ready for mobile technology and determine how it can use various applications, as they are the new chalkboards of the classroom. The College is examining virtual technology, how technology affects physical space, and access points for connecting to technology in the College's total environment. Dr. Pollard noted that the College must look at technology as an asset as well as a liability. The College must determine how it will prepare for change as technology is driving change today.

Trustees' comments focused on the rapid change of technology and the College's ability to respond quickly and adapt; the evaluation of a meaningful and effective way about how to react to change; concern about the expected level of expertise for students and the College's ability to meet it; the costs involved in advancing technology; the College's need to be strategic and mindful about what students are here to do; the need to look strategically at the institution; the College's willingness to articulate the expectation of faculty; structural preparation; and the need to use technology that serves the students best and not worry about competition. One trustee noted that the key is to use good judgment and know the costs.

Dr. Pollard noted that the institution must know and understand the very nature of knowledge and how one defines community in a global world.

B. CHAIR'S REPORT

Trustee Kaufman commented on Trustee Information Day held on the Rockville Campus on March 7, and provided highlights on the visit to the Office of Student Life, the Financial Aid Office, a science classroom that was experimenting with the new types of furniture and different arrangements, and a science classroom that included the use of iPads for instruction.

Trustee Kaufman also commented on Trustee Information Day at the Takoma Park/Silver Spring Campus held in February and noted that the College faculty members are very aware of technology and interested in innovation.

TAKOMA PARK/SILVER SPRING CAMPUS ANNUAL REPORT

Dr. Brad Stewart, Takoma Park/Silver Spring vice president and provost, welcomed the Board and Dr. Pollard to the Tretter Dance Studio and acknowledged the faculty, staff, and students who were in attendance. Dr. Stewart presented the Takoma Park/Silver Spring Campus annual report. The Board viewed a video about the Campus and thanked Dr. Stewart for his presentation. He thanked Ms. Kim McGettigan, administrative manager, and Mr. Dan Rankin, instructional television and video producer, for their assistance with the production of the Campus video.

Trustee Smith thanked Dr. Stewart for a wonderful report and commented on Trustee Information Day at the campus in February and the innovative things that are happening with the students.

7. CONSENT CALENDAR

BR# 13-03-028 Personnel Actions Confirmation Report

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

8. TRIBUTE AND RECOGNITIONS

BR# 13-03-029 Tribute to Ms. Kathryn F. Droubi

BR# 13-03-030 Retirement of Mrs. Barbara M. Bean

BR# 13-03-031 Retirement of Mr. Gordon G. Bowman, Jr.

BR# 13-03-032 Retirement of Ms. Helen B. Chapson

BR# 13-03-033 Retirement of Mr. Thomas J. DeShetler

BR# 13-03-034 Retirement of Mr. Randall V. Hall

BR# 13-03-035 Retirement of Mr. Paul A. Halpine

BR# 13-03-036 Retirement of Ms. Judith S. Hutchinson

BR# 13-03-037 Retirement of Ms. Patricia Ann Johnson

BR# 13-03-038 Retirement of Mr. Carlos A. Lozano

BR# 13-03-039 Retirement of Ms. Cheryl A. Preston

BR# 13-03-040 Retirement of Ms. Elaine L. Simms

BR# 13-03-041 Retirement of Dr. Mansur Tavakoli

BR# 13-03-042 Retirement and Award of Emeritus Status to Dr. Michael Eckert

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

Dr. Pollard noted that the retirees have given approximately 400 years of service to Montgomery College, and that they will be recognized by the Board at a separate event on April 8, 2013.

9. AWARD OF CONTRACT (SOLE SOURCE)

BR# 13-03-043 Banner Support Services

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

Trustee Felton noted the need to incorporate language for the possible renewal of a sole source contract in the initial award resolution. He indicated that if the College is aware of multi-year renewals, then this specification should be stated in the initial award of contract.

Trustee Kaufman noted the importance of providing context for trustees who were not on the board at the time original contracts were approved when these types of renewals come forward.

10. BOARD MATTER

Fiscal Year 2014 Board Calendar

Dr. Pollard reviewed the FY14 calendar with the Board. Trustee Felton commented on the Monday, January 13, date.

Trustee Kaufman asked the Trustees to take time to review the calendar and present any necessary feedback to staff at the next Board meeting.

11. FACILITIES MATTER

BR# 13-03-044 NAMING OF THE CATHERINE F. SCOTT COMMONS BUILDING ON THE TAKOMA PARK/SILVER SPRING CAMPUS

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

Vice President for Advancement and Community Engagement David Sears provided background information on the donor, her relationship to Montgomery College, and the designation of the gift to ACES and Macklin Business Institute need-based scholarships. The College is planning a special day to honor Professor Scott and dedicate the Commons Building in her name in late spring.

12. NEW BUSINESS

There was no new business to come before the Board.

13. TRUSTEE ANNOUNCEMENTS

Trustee Knapp asked how the campus videos are used after the presentation to the Board. Mr. Sears reported that they are shared with key stakeholders, the Foundation Board, the Alumni Board, the President's Roundtable, the Community Engagement Roundtable, and at various strategic locations. The videos are available on YouTube and Facebook also. Mr. Sears noted that they are not currently used for student groups.

Trustee Felton indicated that the videos would be good to view with Montgomery County Public Schools' students, and Trustee Smith asked about a compilation of the videos. Mr. Sears noted that the videos can be viewed on YouTube collectively and links can be e-mailed as a series.

14. 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 March 11, 2013, in room 202, Cultural Arts Center, Takoma Park, Maryland, at 7:25 p.m. to discuss two personnel matters (subsection 1), a privacy matter (subsection 2), and one legal matter (subsection 7).

On motion by Trustee Felton to adjourn, and a second by Trustee Smith, the Board voted unanimously to adjourn at 9:02 p.m.



Stephen Z. Kaufman
Chair, Board of Trustees



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

Recorder: Arlean B. Graham