



**BOARD OF TRUSTEES PUBLIC MEETING MINUTES**  
**Montgomery College**  
**Via Zoom Webinar • Webinar ID: 951 3894 7682**  
**January 27, 2021**

**1. CALL TO ORDER**

Board Chair Knapp called a brief public meeting to order for the purpose of voting to go into closed session. The public meeting began at 6:02 p.m. on Wednesday, January 27, 2021, by Zoom videoconference. Trustees present for the public vote were:

Trustees Present: Trustee Richelle Adu, Student Trustee  
Trustee Gloria Aparicio Blackwell  
Trustee Kenneth J. Hoffman  
Trustee Robert F. Levey  
Trustee Leslie S. Levine  
Trustee Maricé I. Morales  
Trustee Marsha Suggs Smith  
Trustee Frieda K. Lacey, Second Vice Chair  
Trustee Michael A. Brintnall, First Vice Chair  
Trustee Michael J. Knapp, Chair

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

- discuss a personnel and privacy matter—subsections 1 and 2,
- consider collective bargaining negotiations—subsection 9, and
- to carry out an administrative function.

Upon a motion made by Trustee Suggs Smith and seconded by Trustee Aparicio Blackwell, the Board voted by roll call to go into closed session. The motion passed.

No members of the public had any objections to closing the meeting.

The meeting was closed under the following provisions of General Provisions Article 3-305(b):

<b>3-305(b) Subsections 1 and 2</b>	Discuss personnel and privacy matters	to discuss employment history of medallion nominees	No action taken.
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<b>3-305(b) Subsection 9</b>	Consider collective bargaining negotiations	To hear updates on negotiations with the College's bargaining units—AAUP, AFSCME, and SEIU	No action taken.
<i>Resource Persons: Ms. Krista Leitch Walker, Mr. Santo Scrimenti</i>			
<b>Administrative Function</b>	Administrative Function	To begin work on the Trustee and Board Annual Self-Assessment	
<i>Attendees: only Trustees present</i>			

## RECONVENE PUBLIC MEETING

The Montgomery College Board of Trustees reconvened on January 27, 2021, by videoconference to conduct the public session of its January meeting. This public session was reconvened and called to order by Board Chair Knapp at 6:42 p.m.

## 2. ROLL CALL

Trustees Present:

- Trustee Richelle Adu, Student Trustee
- Trustee Gloria Aparicio Blackwell (joined at 6:49 p.m.)
- Trustee Kenneth J. Hoffman
- Trustee Robert F. Levey
- Trustee Leslie S. Levine
- Trustee Maricé I. Morales
- Trustee Marsha Suggs Smith
- Trustee Frieda K. Lacey, Second Vice Chair
- Trustee Michael A. Brintnall, First Vice Chair
- Trustee Michael J. Knapp, Chair

## 3. APPROVAL OF AGENDA

Trustee Morales made a motion to approve the agenda. Trustee Suggs Smith seconded.

A roll call vote was taken and the motion passed. Trustee Aparicio Blackwell did not participate in the vote.

## 4. PUBLIC HEARING OF THE PROPOSED FY22 OPERATING BUDGET

Trustee Morales made a motion to open the public hearing of the proposed FY22 operating budget. Trustee Levey seconded.

A roll call vote was taken and the motion passed. Trustee Aparicio Blackwell did not participate in the vote.

Ms. Arlean Graham gave comments.

Trustee Morales made a motion to close the public hearing. Trustee Brintnall seconded.

A roll call vote was taken and the motion passed. No vote was recorded from Trustee Suggs Smith.

## **5. PUBLIC COMMENTS**

Ms. Arlean Graham gave public comments.

## **6. APPROVAL OF MINUTES**

- A. December 14, 2020 Closed Session**
- B. December 14, 2020 Audit Committee Meeting**
- C. December 14, 2020 Public Meeting**

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

The Board voted by roll call and the motion passed unanimously.

## **7. REPORTS**

### **A. Conversations with Constituents**

Dr. Pollard introduced guest speakers, Maryland State Delegate Marc Korman and Maryland State Senator Craig Zucker.

Trustees engaged Delegate Korman and Senator Zucker in conversation about the state's response to the COVID-19 pandemic, economic rebound and recovery plans, and the College's role in these matters.

### **B. President's Report**

Dr. Pollard began her report with a recount of the disturbing events of the attack on the Capitol, which occurred on January 6. She expressed hope that community colleges like ours can be anchors for education about democracy. Also Dr. Pollard indicated that she is encouraged by the tone of the new presidential administration, which has issued executive orders that embody the spirit of inclusion that we heard at the inauguration just last week.

Dr. Pollard concluded her report with an announcement of her upcoming Presidential Dialogue, featuring Montgomery County Health Officer Travis Gayles, who will speak on racial justice and health disparities.

### **C. Chair's Report**

Board Chair Knapp welcomed everyone back to a new semester and a new year. He reported that several events took place in the last two weeks—the Montgomery County Celebration of Dr. Martin Luther King, Jr.'s birthday, as well as the Trustee Leadership Conference, held by the Maryland Association of Community Colleges.

Board Chair Knapp reported that he recently convened a meeting of the chairs of Montgomery College's support organizations, as a means to share information and perspectives that inform the collective work of all the Boards of Montgomery College. Continuing with the theme of furthering work, Board Chair Knapp reported that the Board held a Mid-Year Retreat to continue its anti-racism work together with the Senior Administrative Leadership Team. He stated that the Board reaffirmed its commitment to

advancing an anti-racism strategy and to moving forward with a concerted plan of action for the College.

Board Chair Knapp concluded his report with thanks to Delegate Marc Korman and Senator Craig Zucker for sharing their insights on COVID recovery and rebound at the state and county levels.

#### **D. Committee and Liaison Reports**

##### **i. MC Alumni Association Liaison Report**

Trustee Adu, liaison to the MC Alumni Association Board of Governors, reported that she attended their meeting on January 21, 2021. At that meeting, the Alumni Board heard various updates and reports from their committees and reviewed their financial statements. Trustee Adu reported that the next meeting of the Alumni Association Board of Governors will take place on March 18.

##### **ii. Succession Planning Committee Report**

Trustee Levine, committee chair, reported that the Succession Planning Committee met on December 15, 2020. At that meeting, the committee reviewed the *Trustee Skills Matrix* and discussed implications of the matrix analysis for identifying current and future Board needs. He reported that the committee also discussed a draft *Trustee Recruitment Proposal* and its implications for working with the Independent Nominating Committee. Trustee Levine reported that the committee received a presentation on best practices in Board leadership development and Trustee development and discussed a strategy for codifying a Trustee and Board leadership development plan.

##### **iii. Policy and Governance Committee Report**

Trustee Hoffman, committee chair, reported that the Policy and Governance Committee met on January 20, 2021. At that meeting, the committee reviewed a survey that asked about policy review preparation and recommended having the full Board complete the survey to assist in advancing the committee's upcoming recommendations. Trustee Hoffman reported that the committee is also working on developing a set of policy review criteria for recommendation to the full Board later this semester. He stated that a full set of committee recommendations, including the policy philosophy, policy review criteria, and any modifications the Policy 11001–Board of Trustees Bylaws, will be presented to the full Board later this semester.

##### **iv. Budget and Financial Sustainability Committee Report**

Trustee Marsha Suggs Smith, committee chair, reported that the Budget and Financial Sustainability Committee met on January 20, 2021. At that meeting, the committee heard an update to the proposed FY22 Current, Enterprise, and Other Funds Budgets and previewed the FY21 Second Quarter financial summary report. Trustee Suggs Smith reported that the committee also discussed the financial impacts of the COVID-19 pandemic and heard a report about the second round of stimulus funding for higher education.

#### **E. Fiscal Year 2021 Second Quarter Financial Summary Report**

Ms. Donna Schena began the report with news of the College's bond ratings, which has been affirmed at AA- by Fitch. She reported that review and rating by Moody is expected in March.

Ms. Liz Greaney reported that revenues at the end of the second quarter of FY21 were 2.3 percent lower than FY20 revenues. She added that spring and fall enrollment hours were both below projections and noncredit enrollment is about 33.8 percent lower than the comparative period last year.

Transitioning to expense reporting, Ms. Greaney stated that aggregate expenses are trending as anticipated. She reported that scholarship and grants expenses increased 25.3 percent over the prior year amount at quarter end, primarily due to accelerated aid to students in need and a new scholarship program for high school students called Raptor Ready.

Ms. Greaney concluded her report with news that the College has received approximately \$11 million in CARES funds. These funds came in three tranches—\$5.5 million as CARES Student Emergency Aid, \$5.5 million as CARES Institutional funds, and \$44,603 as CARES Minority Serving Institution funds.

#### **8. CONSENT AGENDA**

- BR#21-01-001 Personnel Actions Confirmation Report**
- BR#21-01-002 Annual Status Report of the Capital Improvement Projects and Technical Update to the 2013 to 2023 Facilities Master Plan for the Maryland Higher Education Commission**
- BR#21-01-003 Naming of the Provost Professor Dr. Bob Brown and Family STEM Focus Room in Honor of Dr. O Robert Brown Jr.**

Trustee Morales made a motion to approve the consent agenda. Trustee Suggs Smith seconded. The Board voted by roll call and the motion passed unanimously.

#### **9. AWARDS OF CONTRACT (COMPETITIVE)**

- BR#21-01-004 Award of Contract, Establishment of Consultant Contract List for Architectural and Design Services for Three Campuses and Leased Facilities, Bid e620-003**

Trustee Morales made a motion to approve the competitive award of contract. Trustee Aparicio Blackwell seconded.

The Board voted by roll call and the motion passed unanimously.

#### **10. ACADEMIC MATTERS**

- BR#21-01-005 Creation of the Media Production Certificate**
- BR#21-01-006 Creation of the Media Production Associate of Arts**
- BR#21-01-007 Creation of the Digital Media and Web Technology Associate of Arts**
- BR#21-01-008 Creation of the Business Communication Certificate**
- BR#21-01-009 Creation of the Communication for Business Certificate**
- BR#21-01-010 Creation of the Behavioral Health Associate of Arts**
- BR#21-01-011 New Program Titles for Landscape Technology Associate of**

- BR#21-01-012**      **Applied Science and Landscape Technology Certificate  
Cybersecurity Associate of Applied Science, Change in Program  
Modality to Include Fully Online Delivery**
- BR#21-01-013**      **Substantial Modifications to the Web Development Certificate**
- BR#21-01-014**      **New Title, A New Fully-online Delivery Option, and Substantial  
Curriculum Modifications to Technical Writing Certificate**

Trustee Morales made a motion to approve the academic matters. Trustee Brintnall seconded.

The Board took a roll call vote and the motion passed unanimously.

#### **11. POLICY MATTERS**

- BR#21-01-015**      **Retirement of Policy 32101–Allocation, Recruitment, and  
Appointment of Full-Time Faculty**
- BR#21-01-016**      **New Policy 32100–Allocation, Recruitment, and Appointment of  
Regular Employees and Temporary with Benefits Employees**

Trustee Hoffman made a motion to approve the policy matters. Trustee Morales seconded.

The Board took a roll call vote and the motion passed unanimously.

#### **12. BUDGET MATTER**

- BR#21-01-017**      **The FY22 Current, Enterprise, and Other Funds Budgets**

Trustee Hoffman made a motion to approve the FY22 Current, Enterprise, and Other Funds Budgets. Trustee Suggs Smith seconded.

The Board took a call vote and the motion passed unanimously.

#### **13. NEW BUSINESS**

There was no new business to come before the Board.

#### **14. TRUSTEE COMMENTS**

Trustees expressed their gratitude for a successful mid-year retreat, as well as information about the College's vaccine production program. They also reported looking forward to the upcoming ACCT National Legislative Summit.

#### **15. ADJOURNMENT**

Trustee Levey made a motion to adjourn. Trustee Morales seconded.

A roll call vote was taken and the motion passed unanimously.

The meeting adjourned at 8:33 p.m.

Signature on file

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Michael J. Knapp  
Chair, Board of Trustees

Signature on file

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

Recorder: Lily Lee  
February 22, 2021