



BOARD OF TRUSTEES MINUTES
Montgomery Community College, Rockville, Maryland
April 25, 2011

1. CALL TO ORDER

The Board of Trustees of Montgomery Community College met in public session on April 25, 2011, in the Trustee Board Room, Central Administration Building. The regular public meeting was called to order by the Chair at 7:34 p.m.

2. ROLL CALL

Present: Trustees Michael Lin, Chair, Steve Kaufman, 1st Vice Chair, Gigi Godwin, 2nd Vice Chair, Roberta Shulman, Marsha Suggs Smith, Leslie Levine, Kenneth Hoffman, Christina Cieplak, Gloria Aparicio Blackwell, and Reginald Felton

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

3. APPROVAL OF THE AGENDA

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

4. MINUTES

Trustee Kaufman moved to approve the minutes of the February 28, 2011 public meeting; Trustee Levine seconded, the motion passed and the minutes were approved by the Board.

5. COMMENTS PERIOD

There were no speakers to come before the Board.

6. REPORTS

A. President's Report to the Board

Dr. Pollard provided the Board with highlights of her report. She noted that education is both a private good and a public good and the role that the College plays as a community college is very significant both in terms of what it does for individual lives, and the value that it brings to the community. Dr. Pollard thanked Trustees who joined her for meetings with the County Council members to advocate for the budget and resources. She indicated that the College brings much to the community and commented on Corey's story in her report.

Dr. Pollard presented two questions for the Board's discussion:

- (1) As we advocate for greater funding during a period where most organizations are experiencing budget reductions, what makes Montgomery College stand out and makes us the place where county, state, and private dollars are best spent?

- (2) From your position on the board, how do you imagine the role of the College changing to better meet the needs of the community we serve in the short-term (3-5 years) and long-term (5-8 years)?

Trustee Levine noted that he has been at a number of meetings with County Council members and met with the Education Committee today. The answers to these questions in their perspective as to why the College stands out is that what it does is appreciated to be essential to the county, what it does is appreciated to be essential to the lives of the students it serves, and the feeling is that the College does more with less and it is careful in the way it spends money in difficult times.

Trustee Felton noted that one issue is that the College is the bridge between the divide in Montgomery County. Those who are economically at the top or who are less fortunate can all relate to the College as providing something very positive for the community whether it is workforce development, college training, but more so a community that regardless where you are economically in the county you can feel a part of it. That is unique because in many community colleges that is not the case. There are some negatives that are often attached, but we are very fortunate here in this county.

Trustee Godwin noted that she is from the business community in the county and knows that the companies that she works closely with really look to the College to be aware and work with them in the direction of producing the kind of workforce that is needed. The College has a rapid response capability which makes it different from any four-year institution because the mission is different. The companies that she works with look to the College not only as a way to ensure a qualified workforce, but it is also a place where there is a shared community of mission. Many of the companies have a great interest in the College's success. The College continues to be a place which helps people connect a purpose greater than their own. By working together the College benefits, but the companies benefit very, very much also.

Trustee Cieplak noted that with the open admissions policy it allows students from all walks of life to get the opportunity to receive an education at an affordable price. She noted that many of her fellow students may not have been able to afford transitioning directly into a four-year institution or they may not have been accepted, but with the open admissions policy, students are allowed to reinvent themselves at Montgomery College. She noted the small classes at Montgomery College and the nurturing faculty.

Trustee Blackwell noted the opportunity for people to get an education that can help them to get a decent position and a decent job and they can sustain themselves to be part of society and be productive in it. Montgomery College is a great place for them to start. At Montgomery College you can get personal attention and for the community that we serve, we serve a variety of countries and that also brings the sense that this is a place where you can start building a relationship with a new culture, a new country, and with a new community.

Trustee Shulman noted that Montgomery College is such an excellent steward of public and private monies that we receive. The return on investment studies that she recalled showed a \$1.6 billion return on investment. This tells a story in the way our investors can understand also.

Trustee Hoffman indicated that the President's Report illustrated the accomplishments of today and with his one-year anniversary here now, the College is operating in three spheres – at the political level where it is looking for resources to improve access with minimal debt to students, the business community where the internal completion agenda results in jobs is a good marriage in terms of how the College might be serving the business needs of the community in producing people that can work within the community, and the last being, but not least, is the community intersecting with student life and health issues becoming a dominant way to connect.

Trustee Kaufman noted that there are two things that distinguish the College from most other institutions. One is the issue of attitude and resiliency. The College approaches almost everything with a very positive attitude. The second is the ability of the College to have this resiliency to meet the challenges that it currently has in the short-term and long-term. The College is resilient enough to address these things as they present themselves as issues within the community. If the College continues to have this positive attitude and a very resilient way of addressing things, it will continue to be successful and a meaningful community college. He noted that he has been at the College ten years now, and he has seen these two things every time when an issue has raised itself at the College. These things will keep the College on the road to being one of the best community colleges in the country.

Trustee Lin noted that looking down the road, the College must continue to engage the needs of the community and if it has been doing this, then the College can be sure that it is continuing to be relevant.

Trustee Blackwell responded to the second question and noted that technology will play a major role in how the College delivers education. There is a lot of conversation about how the classroom has to be changed. The model of having the professor in front and the students in the classroom will be changing in the future. There is much consideration about better delivery of education. It would be very nice to see the College get into Cloud computing and data centers. It will be amazing to see this at community colleges and when Montgomery College can set the tone for delivering this kind of education.

B. Chair's Report

Chairman Lin reported that the Board was very happy to have a formal event to recognize College retirees. It is very important to thank them and their families and to show the College's appreciation. He noted that he was very blessed to have the opportunity to serve the Board and to work with so many talented faculty, staff, and administrators. He reported that he and other Trustees had the opportunity to walk through the new Science Center on the Rockville Campus recently and is a wonderful building. The nearly \$80 million science facility was desperately needed and the College has been waiting for it for 10 or 15 years. The pieces have finally come together.

C. Trustee Information Report – Selected Financial

Dr. Pollard commented on the report. She noted that the overall projected revenue picture is likely to end up pretty close to budget, and will be short by about \$284,000. This is based on the report as of January 31, 2011. The College hopes to be able to recuperate those dollars over the next several weeks as it starts to end this fiscal year. She will be receiving a third quarter report within the next couple of days to help her understand this situation further. The

main reasons driving the projected success of revenue is that projected student enrollment credit hour tally is fairly consistent with what was budgeted and what was estimated this particular year. The College has taken into account the one percent loss in county funding due to participating in the county's budget savings plan.

In regards to the expenditure budget, Dr. Pollard gave thanks to everyone across the institution. Everyone understands that the College needs to stop spending and realistically, employees have stopped spending. Hopefully the College will end the year underspending the budget. Dr. Pollard noted that it appears that the College will not need to use as much of its beginning fund balance as originally planned which will help it go forward in 2012 depending on how things happen with the county. The College has many budget pressures looming ahead and it is about a month away from knowing definitely what the County Council will do relative to the budget, but the College continues to be hopeful and grateful to Board members and staff who have advocated for the budget. Dr. Pollard reported that she has met with about half of the County Council members including today's work session with the Education Committee. The College is looking good in terms of the projected financial status for the end of this fiscal year.

In terms of Auxiliary Services and Enterprises, the College has some work to do. There is a projected \$600,000 loss which is due in part to legislative changes regarding textbook acquisition affordability as well as costs tied with the child care centers' operations. Staff is paying close attention to this right now and exploring some options in that regard.

The Workforce Development and Continuing Education (WD&CE) fund projected financial results by the end of the year is coming in as anticipated with a planned decrease of the fund balance reserves of \$1.5 million. WD&CE does a phenomenal job in managing its resources and in giving to the College.

The College investments returned a decent yield given its very conservative investment policies; however, the College is projecting a fall substantially short of the budget estimate by the end of this fiscal year.

Mr. Tom Sheeran, chief business officer, noted that the College has been watching its resources. Staff is continuing to monitor spending and revenue patterns and as they get different results and different information, they will pass that information along to the President and senior staff and keep them apprised accordingly.

Trustee Blackwell asked if the hiring freeze was still in place. Mr. Sheeran noted that in some respects it is a "frost" as the College is hiring some people and it is being closely monitored.

Trustee Levine asked why there is a two-month lag in the information and why the Board does not have the March 31, 2011 numbers. Mr. Sheeran noted that this was the traditional mechanism that the College has for reporting. The College is closing in on the third quarter report. Trustee Levine asked if the Board could see the third quarter report sooner than later. Dr. Pollard indicated that the Board can receive this report sooner.

Trustee Felton asked was there anything unexpected for Auxiliary Services and Enterprises in terms of the Performing Arts Center and facilities rentals and has the economy impacted anything? Mr. Sheeran indicated that he does not have this information, but will provide it to the Board as part of the third quarter review.

Trustee Hoffman asked should Auxiliary Services breakeven or have a slight positive balance. Mr. Sheeran noted that traditionally, Auxiliary Services and Enterprises should contribute to the College operating budget.

Ms. Matuskey commented on the textbook legislation and how it has affected the bookstores. Trustee Levine asked has the College considered closing the bookstores. Dr. Pollard noted that the College is having conversations about the bookstores, but it would be premature to discuss them now, but there are some serious conversations about how the bookstores are structured and alternatives that can be explored. The College is looking at different models across the country and the Board will be hearing more about them at a later date.

Trustee Kaufman noted that the name "bookstore" may be a wrongful use of the nomenclature. The retail centers that the College has today are a lot more than bookstores. There is a silver lining to this because one of the things the College likes is that students be able to afford their education. He noted that he is in favor of the law that requires textbooks to be sold at a reasonable price. He thinks that rather than thinking about closing the bookstores, the College should think about renaming the bookstores and look at what the College offers in them in terms of the revenue that it could provide.

Trustee Godwin noted that she agreed with Trustee Kaufman on this issue. The College needs to think differently about its product line and stream of revenue. There is nothing wrong with students being able to have different ways to access the supporting materials they require to advance their studies. Every business is looking at its product lines and making this determination. It is greener and better for many reasons that this behavior is moving in the way that it is moving. The College now has an opportunity to evolve and adapt. This is where the world is going and the College must go in that direction also.

Trustee Blackwell noted that the College is here for education and there are businesses that deal with bookstores. There are businesses out there that can address this need for the College.

7. Consent Calendar

- A. BR# 11-04-036 Personnel Actions Confirmation Report**
- B. BR# 11-04-037 Tribute to Mr. Thanh Huynh**
 - BR# 11-04-038 Tribute to Mr. James Wilson**
 - BR# 11-04-039 Retirement Recognition of Mr. Stephen Bean**
 - BR# 11-04-040 Retirement Recognition of Robert M. Bryce**
 - BR# 11-04-041 Retirement Recognition of Ms. Earldine Fisher**
 - BR# 11-04-042 Retirement Recognition of Ms. Diane Grogan**
 - BR# 11-04-043 Retirement Recognition of Mr. Edward Harrell**
 - BR# 11-04-044 Retirement Recognition of Mr. Kelvin Morgan**
 - BR# 11-04-045 Retirement Recognition of Mr. Segundo Narvaez**
 - BR# 11-04-046 Retirement Recognition of Ms. Ruth Nieto**
 - BR# 11-04-047 Retirement Recognition of Mr. Sang Paek**
 - BR# 11-04-048 Retirement Recognition of Mr. Donald Rosano**
 - BR# 11-04-049 Retirement Recognition of Ms. Sherry Seger**
 - BR# 11-04-050 Retirement Recognition of Ms. Susan Thom**
- C. BR# 11-04-051 Ratification of Honorary Degree Candidates for Commencement**

On motion by Trustee Shulman, seconded by Trustee Smith, the motion passed and the Board approved and adopted the Consent Calendar. The honorary degree candidates for the 2011 Commencement Ceremonies are George Dang, J. Henry Montes, Rebecca Wagner, and Dr. Wallace Loh.

8. A. BR# 11-04-052 Ratification of Tuition Increase Rate Per Credit Hour for FY2012
B. BR# 11-03-053 Ratification of Selected Student Fee Rates for FY2012

On motion by Trustee Shulman, seconded by Trustee Felton, the motion passed and the Board approved and adopted the above agenda items. Trustee Cieplak voted against the motion and Trustee Hoffman voted against the Ratification of Selected Student Fee Rates for FY2012.

9. BR# 11-04-054 Forest Conservation Easement and Tree Conservation Easement
10. BR# 11-04-055 Formal Acceptance of the Rockville Science Center
11. BR# 11-04-056 Award of Contract, Emergency Notification Network and Fire Alarm Replacement, Germantown Campus

On motion by Trustee Kaufman, seconded by Trustee Smith, the motion passed and the Board approved and adopted the above agenda items.

Trustee Levine noted that he did not understand the summary of bid statement that was included in agenda item #11. The words were not understandable for the vendor receiving the lowest bid. Dr. Janet Wormack, director of procurement, explained the wording and noted that she would review and make any necessary changes.

Trustee Kaufman noted that the forest conservation resolution was a requirement under State law.

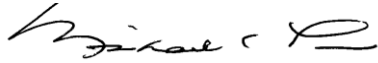
12. New business

Trustee Godwin thanked Mr. David Capp, chief facilities officer, and Dr. Judy Ackerman, vice president and provost of the Rockville Campus, for providing the tour of the new Rockville Science Center. Trustee Godwin noted that she attended the County Council meeting when Dr. Lin testified. The College demonstrated strong support and showed strength in numbers. She thanked Ms. Susan Madden, chief government relations officer, and Dr. Lin for doing a great job for the College.

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 to hold an Executive Session on April 4, 2011, when two real property/legal matters (subsections 3 & 7) were discussed and one legal matter (subsection 7) was discussed. Additionally, the Board held an executive session on April 25, 2011, when two real property/legal matters (subsections 3 & 7) were discussed; one personnel matter (subsection 1); and one legal matter (subsection 7) were discussed.

A motion was made to adjourn at 8:20 p.m.



Michael C. Lin, Ph.D.
Chair, Board of Trustees



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

Recorder: Arlean B. Graham