

APPROVED, January 16, 2007

**Board of Trustees Minutes
Montgomery Community College
December 12, 2006**

The Board of Trustees of Montgomery Community College met in public session in the Trustee Board Room, Central Administration, on December 12, 2006. The regular public meeting was called to order by the Chair. The following Board members were present:

Dr. Sylvia W. Crowder, Chair
Ms. Roberta Shulman, First Vice Chair
Dr. Michael C. Lin, Second Vice Chair
Mr. Gene Counihan
Ms. Gigi Godwin

Dr. Robert E. Shoenberg
Mr. Steve Kaufman
Dr. Owen D. Nichols
Ms. Vanessa Coleman

Dr. Charlene R. Nunley, secretary-treasurer of the Board of Trustees and president of the College was present. Trustee Jong-on Hahm was absent.

Dr. Crowder welcomed Dr. Brian K. Johnson to the Board meeting and as the new president of Montgomery College.

**Subject: Approval of the Agenda and Minutes
of November 20, 2006**

On motion by Trustee Nichols, seconded by Trustee Shulman, the agenda and minutes of November 20, 2006 were approved.

On motion by Trustee Nichols, seconded by Trustee Counihan, the Board approved and adopted the following resolutions. (Copies of the resolutions, as adopted by the Board, are attached in the Record of Resolutions, pages 2-20).

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| Resolution No. 06-12-128 | Subject: Retirement Recognition of <u>Ms. Rebecca Arrington</u> |
| Resolution No. 06-12-129 | Subject: Retirement Recognition of <u>Mr. George W. Brown</u> |
| Resolution No. 06-12-130 | Subject: Retirement Recognition of <u>Mr. Thomas A. Campbell</u> |
| Resolution No. 06-12-131 | Subject: Retirement Recognition of <u>Ms. Karen J. Hamrich</u> |
| Resolution No. 06-12-132 | Subject: Retirement Recognition of <u>Mr. Ki-Young Kim</u> |

The above retirees were not present.

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| Resolution No. 06-12-133 | Subject: Retirement Recognition of <u>Ms. Christine Lewis</u> |
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Dean Patti Bartlett of the Business, Hospitality Management, and Information Science department at the Rockville Campus provided comments on the life and service of Ms. Christine Lewis at the College. Ms. Lewis thanked the Board and Dr. Nunley for the recognition.

Resolution No. 06-12-134

**Subject: Retirement Recognition of
Ms. Catherine L. O'Connor**

Resolution No. 06-12-135

**Subject: Retirement Recognition of
Ms. Mieko Tassone**

Resolution No. 06-12-136

**Subject: Retirement Recognition of
Mr. Lawrence Thomas**

The above retirees were not present.

Resolution No. 06-12-137

**Subject: Retirement Recognition and Award of
Bronze Medallion to Ms. Linda L. Custer**

Mr. Dick Leurig, chief information officer, provided comments on the life and service of Ms. Linda Custer at the College. Ms. Custer provided brief comments and thanked the Board for the recognition.

Resolution No. 06-12-138

**Subject: Retirement Recognition and Award of
Bronze Medallion to Ms. Barbara Smotrich**

Ms. Vivian Lawyer, chief human resources officer, provided comments on the life and service of Ms. Barbara Smotrich at Montgomery College. Ms. Smotrich provided brief comments and thanked the Board for the recognition.

Resolution No. 06-12-139

**Subject: Retirement Recognition and Emeritus
Status to Professor John E. Malachi**

Dean Bartlett provided comments on the life and service of Professor John E. Malachi at the College. Professor Malachi provided comments and thanked the Board for the recognition.

Subject: Comments Period

There were no speakers to come before the Board.

Subject: President's Report to the Board

Dr. Nunley commented on the day's activities of naming Dr. Johnson as the next president of the College. She highlighted the recent recognition of Trustee Vanessa Coleman who spoke at a national conference.

Dr. Nunley stated that she attended the Vision 2030 event that was held at the College and was very pleased to have a couple of Trustees to attend. She thanked the technical staff that was involved in the operations for the event.

Dr. Nunley reported that she has been asked to serve on Governor O'Malley's transition team. Dr. Freeman Hrabowski, III will lead the team with the first meeting to be held on Friday. The team will need to have its work completed by the end of January.

Dr. Nunley mentioned the \$1 million gift from Mr. Gordon Macklin for the Macklin Institute. She thanked him for the gift and asked others to thank him also whenever they may see him in the community.

In response to Trustee Shoenberg's question, Professor Joan Naake will be recognized at the spring opening meeting on January 17, for being named the Maryland Professor of the Year by

the Carnegie Foundation for the Advancement of Teaching and the Council for the Advancement and Support of Education.

Mr. Marshall Moore, chief business officer, responded to a couple of questions in the Trustee Information Report. He indicated that he is preparing a long-range financial plan which will be relative to the Middle States review and a managerial reporting framework structure. The financial plan should be ready for review by the end of the spring semester.

**Subject: Presentation of the Proposed
FY2008 College Operating Budget**

Ms. Donna Dimon, director of budget and audit, presented a PowerPoint presentation on the Proposed FY2008 Operating Budget and provided handouts. She introduced Mr. Charles Goldsmith from the County Office of Management and Budget and began by recapping highlights of the FY2007 operating budget.

Ms. Dimon reviewed Information Technology's capital projects, FY07 budget enhancements, enrollment factors and projections for FY08, and priority items in the FY08 budget. Ms. Dimon reviewed items in the budget that included compensation, benefits, new buildings, and recommendations from the executive vice presidents.

The FY08 Operating Budget request is \$198.5 million, an eleven percent increase over last year. Ms. Dimon reviewed funding sources, cost savings measures, Auxiliary Services, Workforce Development and Continuing Education budgets, and other funds.

The next steps for the budget will include the adoption by the Board, the County Executive's review and recommendation in February and March, and the County Council's review in April and May. There will be advocacy efforts throughout the process.

Dr. Nunley provided comments on the budget. She talked about growth, collective bargaining settlements, and facilities and quality enhancement efforts.

Trustee Shoenberg asked about savings from retirees. Ms. Dimon and Mr. Campbell indicated that this was reviewed in the cost savings measures.

Trustee Nichols commented on his desire for a statement of unmet needs and this budget appeared to address that concern.

Trustee Kaufman commented on the excellent efforts that went into preparing the budget and presenting a clean snapshot for the Board. He indicated that the County was going through a significant transition and that the College will need to justify everything in the budget very clearly and explain efforts. The College will need to do some strategic planning in how it will present the budget.

Trustee Godwin commented on the wonderful presentation. She indicated that she was very concerned about advocacy efforts at the State and County levels. There will be fierce competition.

Resolution No.

Subject: Consent Calendar

06-12-140	Personnel Actions Confirmation
06-12-141	Garage Improvements Change Order, Takoma Park/Silver Spring Campus
06-12-142	Mannakee Rooftop Air Handler Unit Replacements
06-12-143	Award of Contract, Web and Internet Systems Consulting Services

On motion by Trustee Shoenberg, seconded by Trustee Nichols, the Board approved and adopted the consent calendar. (Copies of the resolutions, as adopted by the Board, are attached in the Record of Resolutions, pages 21-30).

Subject: New Business, Announcements, and 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 (closed session) on December 2, when one personnel matter (subsection 1) – the presidential search was discussed. Additionally, an Executive Session was held on December 12, when three site matters (subsection 3) – Takoma Park/Silver Spring Campus, Germantown Campus, and Rockville Campus Updates were discussed; and three personnel matters (subsection 1) – medallion recommendations and the presidential search were discussed.

The business on the agenda having been completed and with the consent of all Board members present, the Chair adjourned the meeting at 7:25p.m.

Chair

Secretary-Treasurer

Recorder: Arlean B. Graham