



BOARD OF TRUSTEES MINUTES
Montgomery Community College, Rockville, Maryland
June 16, 2008

I. CALL TO ORDER

The Board of Trustees of Montgomery Community College met in public session on June 16, 2008, in the Trustee Board Room, Central Administration. The Chair of the Board called the regular public meeting to order at 7:45pm.

II. ROLL CALL

Present: Trustees Roberta Shulman, Chair, Michael C. Lin, 1st Vice Chair, Stephen Kaufman, 2nd Vice Chair, Gene Counihan, Sylvia Crowder, Jong-on Hahm, Gigi Godwin, Reginald Felton, Owen Nichols, and Cristian Barrera

Present Ex-Officio: President and Secretary/Treasurer Brian K. Johnson

III. APPROVAL OF THE AGENDA

Trustee Nichols moved to approve the revised agenda; Trustee Hahm seconded. The motion passed and the revised agenda was approved by the Board.

IV. MINUTES

Trustee Crowder moved to approve the minutes of the May 19, 2008 public meeting; Trustee Felton seconded. The motion passed and the minutes were approved by the Board.

V. COMMENTS PERIOD

No speakers.

VI. RECOGNITIONS

Trustee Godwin moved to approve agenda item #6, the Recognitions. Trustee Nichols seconded. The motion passed and the recognitions were approved by the Board.

- BR# 08-06-47 Retirement Recognition of Ms. Juanita Hayes**
- BR# 08-06-48 Retirement Recognition of Mr. Philip Jones**
- BR# 08-06-49 Retirement Recognition of Mr. Linwood P. Row, Jr.**
- BR# 08-06-50 Award of Bronze Medallion of Mr. Cristian E. Barrera**

The retirees did not attend the meeting.

Dr. Johnson commented on Trustee Barrera's service as a Trustee and student. Trustee Barrera shared his experience at the Beacon Conference where he won first place in his category, human rights in Africa.

Trustee Hahm commented and noted that Trustee Barrera was a wonderful Student Trustee and they get better each year. Trustee Kaufman noted that he and the other Trustees are pleased that Trustee Barrera will be continuing his education at the University of Maryland College Park.

Trustee Lin commented and noted that it was a pleasure to watch Mr. Barrera as a Trustee. Trustee Counihan seconded the comments that were made and he especially noted the scope of interest that Trustee Barrera has demonstrated internationally and locally with the College.

Trustee Barrera noted that the most interesting thing about his trusteeship experience that stood out the most for him was that as a student trustee he observed how hard the Trustees work and how they care for the College. The experience was a challenge and it has been a wonderful experience.

Trustee Shulman noted that the Board has learned just as much from the student as the student has learned from it. It has been a pleasure to have Trustee Barrera to serve on the Board.

Trustee Shulman and Dr. Johnson presented Trustee Barrera with the bronze medallion and framed resolution.

VII. REPORTS

A. President's Report to the Board

Dr. Johnson provided brief highlights of his report. He commented on Commencement, the campus listening sessions with faculty and staff, the Board's spring retreat, the African American Festival of Academic Excellence scholarships presented on June 7, and offered sympathy for family, friends, and colleagues that made an impact on the College. He noted that the Service Employees International Union recently won the election to represent the part-time adjunct faculty at the College.

B. TIP Reports

There were no questions or comments for the TIP reports.

C. Montgomery College Master Plan

Mr. David Capp presented the 2006-2016 College Master Plan. The College is required to provide this report to the Maryland Higher Education Commission every five years. The plan will cover the three campuses, central administration, and Workforce Development and Continuing Education. This is a progress report for the Board. Institutional Research, the campuses, Facilities, and the leadership of the College have been working on this for over a year to get to this point. He reviewed the PowerPoint presentation that showed the enrollment projections which drive the space deficits in the disciplines and this is provided to the architect

and engineering firms to determine the types of spaces that should be built. He reviewed each of the campuses and their options for building and responded to questions by the Trustees. He discussed the College green movement also.

D. (BR # 08-06-51) Ratification of Strategic Goals and Objectives for FY2009

On motion by Trustee Felton, seconded by Trustee Lin, the motion passed and the Board approved the Strategic Goals and Objectives for FY2009.

VIII. CONSENT CALENDAR

BR# 08-06-52 Personnel Actions Confirmation Report

BR# 08-06-53 Request for Approval and Statewide Designation of Fire Prevention Technology Associate in Applied Science Degree (A.A.S.) and Fire Prevention Technology Certificate

BR# 08-06-54 Request for Approval and Statewide Designation of Fire Protection Technology Associate in Applied Science Degree (A.A.S.) and Fire Protection Technology Certificate

On motion by Trustee Nichols, seconded by Trustee Lin, the motion passed and the Board approved and adopted the Consent Calendar.

IX. SOLE SOURCE AWARDS OF CONTRACT

BR# 08-06-55 Sole Source Award of Contract, Travel Agency Services for Honors Scholars Programs in Cambridge, England

BR# 08-06-56 Sole Source Award of Contract, Data Warehouse Software Support Services

BR# 08-06-57 Sole Source Award of Contract, Training and Instructional Support Services for the Delivery of Workforce Development and Continuing Education Healthcare Services Courses

X. AWARDS OF CONTRACT

BR# 08-06-58 Award of Contract, Collegewide Roof Survey and Related Design Services

BR# 08-06-59 Award of Contract, Organizational Assessment Services

BR# 08-06-60 Award of Contract, Infrastructure Cable Purchase, Installation, and Maintenance Services

BR# 08-06-61 Award of Contract, MC Campus Connector Bus Shuttle Service

BR# 08-06-62 Award of Contract, Establishment of Consultant Contract List for Collegewide Professional Architectural and Engineering Design Services

On motion by Trustee Nichols; seconded by Trustee Hahm, the motion passed and the Board approved agenda items number IX and X. Trustee Counihan had a question about item #10D, MC Campus Connector Bus Shuttle Service.

Trustee Counihan provided some background information and noted that the County provided \$285,000 to find a contractor. The Universities of Shady Grove would like to be involved with the shuttle service still, and want this made clear in the resolution for the partnership.

XI. APPROVAL OF CHANGE ORDERS

BR# 08-06-63 Approval of Change Order, Computer Room Air Conditioning Units, Cafritz Arts Center, Takoma Park/Silver Spring Campus

BR# 08-06-64 Approval of Change Order, Building Fascia Modifications, Takoma Park/Silver Spring Campus Performing Arts Center

BR# 08-06-65 Approval of Change Order, Mechanical and Electrical Systems Replacement, Incorporation of Additional Design Details, Robert E. Parilla Arts Center, Rockville Campus

On motion by Trustee Felton; seconded by Trustee Nichols, the motion passed and the Board approved agenda item number XI.

XII. ADMINISTRATIVE ADJUSTMENTS

BR# 08-06-66 Affirmation of Prior Approval by Poll of Emergency Award of Contract, Integrated Security Access Control System for the Office of Information Technology

BR# 08-06-67 Authorization of Execution of Lease Agreement for Centralized Warehouse Space

BR# 08-06-68 Establishment of a Transportation Facilities Capital Projects Fund

BR# 08-06-69 Washington Suburban Sanitary Commission Grant of Easement, King Street, Takoma Park/Silver Spring Campus

BR# 08-06-70 Request for Supplemental Appropriation FY2008 Capital Budget, Takoma Park/Silver Spring West Campus Garage Project

BR# 08-06-71 Approval of Entry into Grant Agreement with State Department of Business and Economic Development

On motion by Trustee Nichols; seconded by Trustee Lin, the motion passed and the Board approved agenda item number XII. Trustee Counihan asked to be recused from agenda item number 12D, Washington Suburban Sanitary Commission Grant of Easement, King Street, Takoma Park/Silver Spring Campus.

XIII. FINAL ADOPTIONS OF BUDGETS

BR# 08-06-72 Final Adoption of FY2009 Capital Budget

BR# 08-06-73 Final Adoption of FY2009 Current Fund and Special Funds Budgets

XIV. (BR# 08-06-74) STATE AID PETITION FOR FY2009 – APPROPRIATION FOR ROCKVILLE SCIENCE CENTER

XV. SALARY IMPROVEMENT IN FY2009 FOR NON-BARGAINING ADMINISTRATIVE, ASSOCIATE, AND SUPPORT STAFF

BR# 08-06-75 NON-BARGAINING ASSOCIATE AND SUPPORT STAFF GENERAL SALARY ADJUSTMENT FOR FY2009

BR# 08-06-76 SALARY SCHEDULE FOR NON-BARGAINING ADMINISTRATIVE, ASSOCIATE, AND SUPPORT STAFF FOR FY2009

**BR# 08-06-77 NON-BARGAINING ADMINISTRATIVE, ASSOCIATE, AND SUPPORT STAFF
SALARY MERIT ADJUSTMENT FOR FY2009**

**BR# 08-06-78 SPECIAL RECOGNITION AND OUTSTANDING SERVICE AWARDS FOR
FY2009**

**BR# 08-06-79 NON-BARGAINING ASSOCIATE AND SUPPORT STAFF SHIFT
DIFFERENTIAL FOR FY2009**

On motion by Trustee Nichols; seconded by Trustee Lin, the motion passed and the Board approved agenda items number XIII, XIV, and XV.

Trustee Kaufman asked a question about agenda item number XV. He asked about the existing salary structure and was it in line with the other negotiated changes of the bargaining units which are five percent. Ms. Lawyer noted that it was correct and that it was for the 2009 fiscal year, and next year it will be for whatever the negotiated amount will be for next year. Trustee Kaufman wanted the record to reflect this.

XVI. (BR# 08-06-80) BOARD OF TRUSTEES SCHEDULE OF MEETINGS FOR FY2009

On motion by Trustee Felton; seconded by Trustee Crowder, the motion passed and the Board approved agenda items number XVI.

Trustee Godwin noted that she has a conflict with the spring retreat dates again, due to a critical event date in her organization. Trustee Coughlin noted the change for the October Board meeting was made as requested.

XVII. BOARD ORGANIZATIONAL MATTER

Trustee Crowder opened the floor for nominations of Board officers for FY2009. Trustee Crowder placed into nomination for Board officers Trustee Bobbi Shulman to be chair; Trustee Michael Lin to be first vice chair; and Trustee Steve Kaufman to be second vice chair. Trustee Nichols moved that the current officers be re-elected for another year. Trustee Hahn seconded. The motion was approved and adopted by the Board.

Copies of all Board Resolutions for this meeting are attached in the Record of Resolutions.

XVIII. New Business - None

XIX. 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 June 16 2008, when two site matters (subsection 3) – Germantown Campus Master Plan and Rockville Campus forest conservation issue were discussed; and two personnel matters (subsection 1) – ratification of president's goals and objectives and four medallion recommendations were discussed.

Motion was made to adjourn at 9:10pm.

Roberta F. Shulman
Chair, Board of Trustees

Brian K. Johnson
President and Secretary-Treasurer,
Board of Trustees

Recorder: Arlean B. Graham

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