

**MLDS Governing Board Meeting
Conference Call**

**June 18, 2012
3:30 p.m. - 4:00 p.m.**

Meeting Minutes

Board Members Present: Chancellor Brit Kirwan, Secretary Danette Howard, Interim Secretary Scott Jensen, Interim State Superintendent Bernie Sadusky, Nicole Marano, Jason Perkins-Cohen, and Brian Roberts.

Staff Present: John Ratliff, Dr. Ben Passmore, Dr. Parris Jackson, Dr. Tonja Ringgold, Dr. Andrew Jackson, Donni Turner, Janice Johnson, Kristen Ahearn, Angela Lagdameo, and Elizabeth Kameen.

Welcome and Approval of Minutes

Chancellor Kirwin called the meeting to order at 3:35 p.m.

Approval of RFI Process, MLDS Center Hire

Dr. Ben Passmore described the RFI process. Towson University, University of Maryland College Park, and state agencies (Maryland State Department of Education, Maryland Higher Education Commission, Department of Labor, Licensing, and Regulation submitted a joint response) submitted responses to the RFI.

Dr. Passmore asked the Board to approve a process that involved an outside reviewer using a rubric to determine which response may be the best option for the MLDS Center. He stated that staff could come up with the rubric.

John Ratliff expressed concern, stating that the RFI is a Request for Information and the review process should not be treated like a formal RFP review process. He added that the Governor has a strong interest to fund a Center that has a research capacity and a performance management function, accessible to StateStat.

Dr. Sadusky agreed that there should be a performance management function.

Elizabeth Kameen pointed out that once there were external reviewers involved, the RFI review process would mimic an RFP approval process. She stated that the function of the MLDS Governing Board is to be able to review the various RFI responses and come up with a description of what could be in an MLDS Research Center.

Chancellor Kirwan said many of the staff were involved with writing the state agencies' response to the RFI and wanted to ensure that there was an unbiased approach to reviewing all of the RFIs.

Interim Secretary Scott Jensen asked if there were elements in the university applications that would be ideal for the MLDS research center.

Dr. Ben Passmore stated that he did not review applications extensively and would not until the Board agreed on a process.

Chancellor Kirwan stated that a small group could come together to list the necessary functions of an MLDS Center prior to a review process. This small group could be John Ratliff, Dr. Ben Passmore, Rob London, and Dr. Don Spicer. The group would report results to the Governing Board before the Governing Board vote on the final review process.

Interim Secretary Scott Jensen motioned for the approval of a smaller group, the “MLDS Center Elements Group” to determine the elements that would be necessary for the MLDS Center. Dr. Danette Howard seconded the motion.

All Board members unanimously voted in favor of Scott Jensen’s motion.

Dr. Passmore asked for the Board to approve a project manager who would ensure that the development of the Center was in compliance with Race to the Top, other federal requirements, and state law. The project manager would also be responsible for some of the scheduling and communication responsibilities that interagency staff currently have. He referred the Board to the position description that was sent prior to the meeting.

Dr. Sadusky motioned for approval of the project development hire. The Board unanimously voted in favor of the hire.

June 28th Governing Board Meeting DQC State Visit

Angela Lagdameo referred to the DQC draft agenda that the Board received. Angela stated that five states and other organizations would be observing the Board as part of a DQC convening. All Board members are welcome to attend any of the DQC sessions.

John Ratliff added that Board members are encouraged to stay for an optional debriefing following the Board meeting.

Closing Remarks

Chancellor Kirwan thanked the Board and staff for their time and commitment to the MLDS.

END OF MEETING (4:07 p.m.)