



**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
April 8, 2013**

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**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 7A
April 8, 2013

PERSONNEL ACTIONS CONFIRMATION REPORT

BACKGROUND

The Board of Trustees by state law has the authority and the responsibility for appointments to the College. Each month the Board receives a summary of personnel actions from the Office of Human Resources, Development, and Engagement on new hires and employees who have separated from the College.

RECOMMENDATION

It is recommended that the Board adopt the attached report.

BACKUP INFORMATION

Board Resolution
Personnel Actions Confirmation Report
Policy 34001–Changes in Employee Status

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Jones

RESOURCE PERSON

Ms. Espinosa

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **13-04-045**
Adopted on: **4/8/2013**

Agenda Item Number: 7A
April 8, 2013

Subject: Personnel Actions Confirmation

WHEREAS, by state law the Board of Trustees has the authority and responsibility for appointments to the College; and

WHEREAS, the attached summary indicates related personnel actions taken by the College during the period from and including February 1, 2013, to and including February 28, 2013; and

WHEREAS, the president of the College recommends that the Board adopt the following resolution; now therefore be it

Resolved, That the Board of Trustees accepts the attached report and confirms the actions of the president.

Attachment

**MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS**

From and Including February 1, 2013, to and Including February 28, 2013

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Location
02/25/2013	Aceto, Deborah J	Human Resources Specialist II	K	Office Human Resources Dev & Engage
02/11/2013	Adjei, Samuel	Building Services Worker	B	Facilities Office - Central Admin
02/11/2013	Daniel, Wenona R	Administrative Aide II	G	Health Sciences Dean - TP/SS
02/11/2013	Horace, Frank V	Video Engineering Manager	L	MCTV10 - Montgomery College TV
02/11/2013	Ridguard, Jonathan M	Admission & Registration Asst	F	Admission & Enroll Mgt Office
02/11/2013	Rozek, Amy O	Director II	O	CW Dean Stu Access-GT Stu Services
02/11/2013	Sandee, Matthew A	Instructional Assistant	G	Health Sciences Dean - TP/SS
02/11/2013	Tsoukalas, Photine	Instructional Lab Coordinator	I	Science Math Engineering RV
02/11/2013	Zebalah, Nadir	Computer Support Specialist	I	Computer Support CE

STAFF SEPARATIONS

Effective Date	Name	Position Title	Grade	YOS	Location
02/06/2013	Choongkittaworn, Ngamchit	Instructional Associate	H	8	Health Sciences Dean - TP/SS
02/19/2013	King, Sandra D	Accts Payable Mgr	K	14	Office of Business Services
02/22/2013	Schiaffino, James A	Computer Support Specialist	I	<1	OIT Central Administration

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	3	1	0	0	0	4
Male	1	3	1	0	0	5
TOTAL	4	4	1	0	0	9

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	0	1	0	1	0	2
Male	1	0	0	0	0	1
TOTAL	1	1	0	1	0	3

FACULTY

FACULTY EMPLOYMENTS: None

FACULTY SEPARATIONS: None

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 7B
April 8, 2013

**GRADUATES RECEIVING THE ASSOCIATE DEGREE
AND THE CERTIFICATE IN FALL, 2012**

BACKGROUND

It is customary for the Board of Trustees to ratify the list of graduates each semester.

RECOMMENDATION

The Board of Trustees is asked to ratify the award of a certificate, diploma, or degree that is conferred upon successful completion of the requirements of a program.

BACKUP INFORMATION

Resolution
List of Graduates (Board members only)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Walker-Griffea

RESOURCE PERSON

Ms. Gregory

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **13-04-046**
Adopted on: **4/8/2013**

Agenda Item Number: 7B
April 8, 2013

Subject: Graduates Receiving the Associate Degree and the Certificate in Fall, 2012

WHEREAS, it is necessary that the Board take action on the list of certified candidates attached herewith; and

WHEREAS, the students of Montgomery College, as listed on the attachments, have been certified by the chief enrollment services and financial aid officer of the College to have completed the prescribed courses and curriculum, met all other requirements of the College, and received the degree or certificate for which they qualified; and

WHEREAS, the faculty has recognized the students of Montgomery College, as listed on the attachments, as having received their respective associate's degree or certificate; and

WHEREAS, the president recommends that the Board approve the following resolution; now therefore be it

Resolved, That the Board of Trustees recognizes the students of Montgomery College, as listed on the attachments, as having received their respective associate's degree or certificate.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **13-04-047**
Adopted on: **4/8/2013**

Agenda Item Number: 8A
April 8, 2013

**Subject: Retirement Recognition and Award of Bronze Medallion to
Ms. Sharon E. Chaney**

WHEREAS, Ms. Sharon E. Chaney served Montgomery College with enthusiasm and dedication for 32 years as a full-time staff member in the Auxiliary Services unit prior to her retirement on January 1, 2013; and

WHEREAS, Ms. Chaney's commitment and dedication to the mission of the College and to student success enabled her to play an important role in the growth and development of the Auxiliary Services unit; and

WHEREAS, Ms. Chaney was promoted during her service, having started as secretary II in 1980, and retiring as the associate director of auxiliary services for administration; and

WHEREAS, as the associate director of auxiliary services for administration, Ms. Chaney provided strong leadership, guidance, and supervision for the Auxiliary Services units under her direction, which included all administrative functions for child care services, marketing, grants and contracts, comptroller, and information technology support; and

WHEREAS, Ms. Chaney successfully ensured the integrity of financial needs for the unit and the College, while offering high quality services to students in order for them to succeed academically; and

WHEREAS, she conducted herself in an exemplary manner, and demonstrated integrity, fairness, and ingenuity while overseeing the implementation of unit-wide strategic planning, area reviews, budget development, and outcomes assessment practices in accordance with College policies and procedures, as well as higher education Auxiliary Services functional best practices; and

WHEREAS, she also led the implementation and oversight of the retail operations point-of-sale system, which ensured the integrity of inventory and fiscal operations for Auxiliary Services; and

WHEREAS, Ms. Chaney earned the respect and friendship of staff, faculty, industry colleagues, and students while collaborating with colleagues and participating as a member on various committees including the Staff Senate, the Parking/Transportation committee, the IT Applications Advisory Committee, College search committees, and numerous ad hoc committees; and

WHEREAS, she was active in professional organizations, including the National Association of College Services, the Maryland Association of Community Colleges Business Officers Auxiliary Services Affinity Group; and

WHEREAS, Ms. Chaney received the Outstanding Service Award twice, the first time in 1988 and then again in 1998; and

WHEREAS, Ms. Chaney was nominated for and received Recognition Awards in 2001, 2006, 2007, and 2011 for work that exceeded expectations while working on various special projects that benefitted the College community; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Chaney on the occasion of her retirement; and

WHEREAS, College policy provides for the awarding of a Bronze Medallion to recognize outstanding service to the College; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Ms. Chaney for her many contributions to the College, and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Ms. Sharon E. Chaney is awarded the Bronze Medallion in recognition of her distinguished service to the College, and as an expression of gratitude for her dedication and professional commitment to the College; and be it further

Resolved, that this resolution become part of the minutes of this Board of Trustees meeting and a copy be presented to Ms. Sharon E. Chaney.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **13-04-048**
Adopted on: **4/8/2013**

Agenda Item Number: 8B
April 8, 2013

**Subject: Retirement Recognition and Award of Bronze Medallion to
Professor Sondra E. Komarow**

WHEREAS, Professor Sondra E. Komarow served Montgomery College with dedication and distinction as a full-time faculty member in the Department of Reading, English as a Second Language, and Linguistics for 21 years and retired as of July 1, 2012; and

WHEREAS, Professor Komarow taught developmental reading courses and was known for her patience, respect, openness, and caring; and

WHEREAS, Professor Komarow was dedicated to helping developmental reading students and served as the co-coordinator of developmental reading for several years, and involved developmental reading students in the Ruth Rales Foundation tutoring program for Montgomery County Public Schools second graders to train peer tutors; and

WHEREAS, Professor Komarow also attended several regional and international conferences, including the Developmental Education Association of Maryland and the International Dyslexia Association Conference, and gave a presentation on incorporating multimedia into tutor training at the Mid-Atlantic College Reading and Language Association Meeting; and

WHEREAS, Professor Komarow contributed to the College Access Program (formerly the Learning Center Program) by promoting the program to high school counselors, presenting information about the program at conferences, and developing a website for the program; and

WHEREAS, Professor Komarow also served on a number of college and departmental committees, including the Academic Appeals Committee, the Assessment Center Advisory Committee, the Outcomes Assessment Committee, CAPDI (Collegewide Assessment, Placement and Developmental Issues), and a hiring committee for the Learning Center; and

WHEREAS, Professor Komarow's service to the College was recognized with an Outstanding Faculty Service Award and a National Institute for Staff and Organizational Development Excellence Award; and

WHEREAS, Professor Komarow was a Smithsonian Fellow in 2008 and contributed to the development of a video and website about the Smithsonian National Museum of the American Indian; and

WHEREAS, Professor Komarow maintained professional membership in the Learning Disabilities Association, International Dyslexia Association, and the Developmental Education Association of Maryland; and

WHEREAS, Professor Komarow served as a reviewer of reading textbooks for McGraw-Hill Publishers; and

WHEREAS, Professor Komarow contributed to the community by volunteering at the Rainbow Place shelter for women, serving as a mentor with the Family Self-Sufficiency Program at the Housing Opportunities Commission and cooking for the So Others Might Eat program; and

WHEREAS, College policy provides that all faculty members and administrators holding faculty rank who retire with a minimum of 10 years' service with Montgomery College shall be designated faculty emeriti with appropriate rank or title, subject to approval of the Board of Trustees; and

WHEREAS, the senior vice president for academic affairs and the president of the College recommend this public recognition of Professor Komarow on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation of Professor Sondra E. Komarow for her many contributions to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Professor Sondra E. Komarow is granted the status of Professor Emerita and that she be accorded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That Professor Sondra E. Komarow is awarded the Bronze Medallion in recognition of her distinguished service to the College, and as an expression of gratitude for her dedication and professional commitment to the College; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting and a copy of this resolution be presented to Professor Sondra E. Komarow.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **13-04-049**
Adopted on: **4/8/2013**

Agenda Item Number: 8C
April 8, 2013

Subject: Retirement Recognition and Award of Bronze Medallion to Ms. Anne E. White

WHEREAS, Ms. Anne E. White served Montgomery College with dedication and distinction and retired from the College after 43 years of service as of January 1, 2013; and

WHEREAS, Ms. White was a highly dedicated, knowledgeable, and conscientious employee, who consistently produced high quality projects as the Montgomery College Foundation Board Relations Director for the past five years; and

WHEREAS, Ms. White was instrumental in raising hundreds of thousands of dollars through the annual Montgomery College Foundation Golf Tournament; and

WHEREAS, Ms. White engaged dozens of foundation volunteers and board members in philanthropy, volunteer service, and advocacy on behalf of the College; and

WHEREAS, Ms. White played a critical role in the greater engagement and expansion of the Retirees Chapter of the Alumni Association; and

WHEREAS, Ms. White was actively involved for almost two decades with the Leadership Development Institute and regularly presented a history of Montgomery College for the Center for Professional and Organizational Development; and

WHEREAS, Ms. White played a critical role in the support of the College's employees in her former role as special assistant to the president for staff concerns for 13 years, assisting hundreds of staff members in resolving issues and challenges and being a key advisor to the president on how to better engage staff and address their concerns; and

WHEREAS, Ms. White worked for 25 years in the campus facilities unit at the Takoma Park/Silver Spring Campus and the central facilities unit, assisting faculty, staff, administrators, and community organizations with their facilities' needs;

WHEREAS, Ms. White volunteered at countless College events, including Montgomery College Foundation activities, alumni programs, commencement, and numerous other events, chairing several committees, including: the United Way campaign, the collegewide picnic committee, the staff senate policy and procedures committee, the staff senate salary and benefits committee, and the facilities annual picnic committee ; and

WHEREAS, Ms. White was awarded outstanding service awards in 1980, 1986, 1991, and 1998;

WHEREAS, College policy provides for the awarding of a Bronze Medallion to recognize outstanding service to the College; and

WHEREAS, in recognition of her longtime loyalty and invaluable service, the senior vice president for advancement and community engagement and the president of the College

recommend that Ms. White be awarded the Bronze Medallion as acknowledgement of her contributions to the College on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Ms. Anne E. White for her many personal, financial, and professional contributions to the College, and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Ms. Anne E. White is awarded the Bronze Medallion in recognition of her outstanding service to the College, and as an expression of gratitude of the College for her dedication and professional commitment to further the goals of the College; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution and the Bronze Medallion be presented to Ms. Anne E. White.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 9
April 8, 2013

HONORARY DEGREE CANDIDATES

BACKGROUND

The Montgomery College Honorary Degree Program was approved and established by the College's Board of Trustees on October 16, 1995. Through this program, the Board has the opportunity to recognize individuals who have risen to a position of eminence; have acquired a national or international reputation in a selected field; hold a distinguished record of public and community service; or have made a notable donation of time, talent, or gift to Montgomery College.

RECOMMENDATION

The president recommends the selection of four honorary degree recipients to be awarded at the College's 2013 commencement ceremonies.

BACKUP INFORMATION

Policy 38002–Honorary Degrees
Board Resolution
List of 1996–2012 Recipients
Biographies of 2013 Candidates (Trustees only)

SENIOR RESPONSIBLE ADMINISTRATOR

Mr. Sears

RESOURCE PERSONS

Ms. Sullivan

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **13-04-050**
Adopted on: **4/8/2013**

Agenda Item Number: 9
April 8, 2013

Subject: Honorary Degrees Candidates

WHEREAS, the Montgomery College Board of Trustees established an Honorary Degree Program in 1995 to honor and recognize individuals who have risen to a position of eminence, have acquired a national or international reputation in a selected field, hold a distinguished record of public and community service, or have made a notable donation of time, talent, or gift to Montgomery College; and

WHEREAS, an honorary degree program increases the visibility of Montgomery College and its ability to formally recognize honorary speakers, contributors, philanthropists, and distinguished friends; and

WHEREAS, the Board of Trustees approves each recipient eligible to receive an honorary associate degree at commencements, convocations, or other appropriate occasions; and

WHEREAS, the president of the College recommends the following action; now therefore be it

Resolved, That the Board of Trustees awards honorary degrees to Norman Augustine, Nina Clarke, Ken Cook, and Sally Rudney at the commencement ceremonies on May 24, 2013.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 10A
April 8, 2013

**AWARD OF CONTRACT—ONSITE HELPDESK, BREAK/FIX, AND PROJECT ENGINEER
STAFFING SERVICES, BID NUMBER 513-025**

BACKGROUND

Request:	Onsite Help Desk, Break/Fix and Project Engineer Staffing Services
Office/SVP Originating Request:	Interim vice president of instructional and information technology/chief information officer
Award Type:	Competitive sealed proposal
Bid Number:	513-025
Explanation of Request:	A contract for help desk operations and support of the College's computer equipment and project engineer services was awarded by the Board of Trustees during its June 2003 meeting. Onsite helpdesk, break/fix and project engineer staffing services are needed to provide timely, accurate tracking of day-to-day help desk operations; provide support to students for Banner applications, registration, and other online applications; provide help desk support to students, faculty, and staff; plan and report on over 2,000 help desk work orders per month; and support over 6,000 computers collegewide. The current contract expires on June 30, 2013.
Reason Being Brought to Board:	Board approval is required for competitive procurements valued over \$250,000.
Certification:	The director of procurement certifies that specifications were developed by appropriate College staff, and the vice president of finance certifies that funds have been requested in the FY14 operating budget.
Dollar Amount:	Annual not-to-exceed amount of \$1,250,000.
Vendor Name:	Jacobs Technology, Inc.
Vendor Address:	3863 Centerview Drive, Suite 150, Chantilly, VA 20151
Minority Status:	Non-minority vendor

Term of Contract:	July 1, 2013–June 30, 2014, with four one-year renewal options.
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RECOMMENDATION

It is recommended that the Board of Trustees approve a contract for the purchase of onsite helpdesk, break/fix, and engineer staffing services to Jacob Technology, Inc., for a one-year term beginning July 1, 2013, for a total annual not-to-exceed amount of \$1,250,000, and that the contract be renewed for four additional one-year terms, provided service is satisfactory, the need continues, funds are available, and it is in the best interest of the College.

BACKUP INFORMATION

- Board Resolution
- Bid Summary (Board Members Only)
- Bidders' List (Board Members Only)

SENIOR RESPONSIBLE ADMINISTRATOR

Ms. Jones

RESOURCE PERSONS

- Mr. Johnson
- Ms. Schena
- Mr. Sorrell

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **13-04-051**
Adopted on: **4/8/2013**

Agenda Item Number: 10A
April 8, 2013

Subject: Award of Contract—Onsite Helpdesk, Break/Fix, and Engineer Staffing Services, 513-025

WHEREAS, the interim vice president of instructional and information technology/chief information officer has requested an award of contract for onsite helpdesk, break/fix, and engineer staffing services that support collegewide technology needs; and

WHEREAS, the director of procurement certifies that specifications were developed by appropriate College staff, and the vice president of finance certifies that planned expenditures are available in the FY14 operating budget; and

WHEREAS, pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), a request for proposals was publicly advertised in a county newspaper on December 21, 2012, and posted on the College procurement and state of Maryland websites, downloaded by 122 vendors; and

WHEREAS, seven responses, including one no-bid and three vendors deemed non-responsive, were received and recorded, beginning 3:00 p.m. on January 18, 2013; and

WHEREAS, upon evaluation it was determined that the proposal submitted by Jacob Technology, Inc., of Chantilly, Virginia, was the highest evaluated, meeting College specifications; and

WHEREAS, awards resulting from competitive sealed proposals valued above \$250,000 require approval of the Board of Trustees; and

WHEREAS, the president of the College recommends the following action; now therefore be it

Resolved, That a contract to purchase onsite helpdesk, break/fix, and engineer staffing services be awarded to Jacob Technology, Inc., for a one-year contract beginning July 1, 2013, for a total annual not-to-exceed amount of \$1,250,000; and be it further

Resolved, That the contract be renewed for four additional one-year terms, provided that service is satisfactory, the need continues, funds are available, and it is in the best interest of the College; and be it further

Resolved, That the total five-year contract costs may not exceed \$6,250,000.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 10B
April 8, 2013

**AWARD OF CONTRACT—INFORMATION TECHNOLOGY CONTRACTING SERVICES,
BID NUMBER 513-007**

BACKGROUND

Request:	Information Technology Contracting Services
Office/SVP Originating Request:	Interim vice president of instructional and information technology/chief information officer
Award Type:	Competitive sealed proposal
Bid Number:	513-007
Explanation of Request:	A contract for information technology contracting services to support collegewide information technology systems was awarded by the Board of Trustees during its June 2007 meeting. The Office of Information Technology is responsible for coordinating and maintaining over 25,000 pieces of technology equipment, 8,000 workstations, and over 100 servers in two operating systems environment (Microsoft and Apple). Continuation of these consulting services are essential in meeting the College's need in the functional areas of management consulting, systems management and maintenance, information system security, web and internet systems support, technical operations support, and application support. The current contract expires on June 30, 2013.
Reason Being Brought to Board:	Board approval is required for competitive procurements valued over \$250,000.
Certification:	The director of procurement certifies that specifications were developed by appropriate College staff, and the vice president of finance certifies that funds have been requested in the FY14 operating budget.
Dollar Amount:	Annual not-to-exceed amount of \$500,000
Vendor Name:	Multiple (see attached list)
Vendor Address:	Multiple (see attached list)
Minority Status:	Multiple (see attached list)

Term of Contract:	July 1, 2013–June 30, 2014, with four one-year renewal options
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RECOMMENDATION

It is recommended that the Board of Trustees approve a contract for the purchase of information technology contracting services to 10 firms (see attached list of awardees) for a one-year term beginning July 1, 2013, for a total annual not-to-exceed price of \$500,000, and that contract be renewed for four additional one-year terms, provided service is satisfactory, the need continues, funds are available, and it is in the best interest of the College.

BACKUP INFORMATION

Board Resolution
Awardees List
Bidders' List (Board Members Only)

SENIOR RESPONSIBLE ADMINISTRATOR

Ms. Jones

RESOURCE PERSONS

Mr. Johnson
Ms. Schena
Mr. Sorrell

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **13-04-052**
Adopted on: **4/8/2013**

Agenda Item Number: 10B
April 8, 2013

**Subject: Award of Contract, Information Technology Contracting Services,
Bid Number 513-007**

WHEREAS, the interim vice president of instructional and information technology/chief information officer has requested an award of contract for information technology contracting services that support collegewide technology needs; and

WHEREAS, the director of procurement certifies that specifications were developed by appropriate College staff, and the vice president of finance certifies that planned expenditures are available in the FY14 operating budget; and

WHEREAS, pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), a request for proposal was publicly advertised in a county newspaper on October 26, 2012, and posted on the College procurement and state of Maryland websites, and downloaded by 185 companies; and

WHEREAS, 32 responses, including five no-bids, and eight vendors deemed non-responsive, were received, read aloud and recorded, beginning at 3:00 p.m. on November 15, 2012; and

WHEREAS, upon evaluation it was determined that proposals submitted by 10 firms (see attached list of awardees), were the highest evaluated, meeting College specifications; and

WHEREAS, awards resulting from competitive sealed proposals valued above \$250,000 require approval of the Board of Trustees; and

WHEREAS, the president of the College recommends the following action; now therefore be it

Resolved, That a contract for the purchase of information technology contracting services be awarded to 10 firms (see attached list of awardees), for a one-year term beginning July 1, 2013, for a total annual not-to-exceed amount of \$500,000; and be it further

Resolved, That the contract be renewed for four additional one-year terms, provided that service is satisfactory, the need continues, funds are available, and is in the best interest of the College; and be it further

Resolved, That the total five-year contract costs may not exceed \$2,500,000.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 11
April 8, 2013

TUITION RATE PER CREDIT HOUR FOR FISCAL YEAR 2014

BACKGROUND

The Board of Trustees adopted the College's FY14 operating budget at its meeting on January 25, 2013. After reviewing the College's past tuition and fee rate increases as well as the existing tuition and fees at area colleges and universities, the College is recommending no increase in the per credit hour for in-county, in-state, and out-of- state tuition rates for FY14, and that the current fees shall also remain. These fees will be effective with the fall 2013 semester. Students will continue to pay \$112 per credit hour for in-county, \$229 for in-state per credit hour, and \$314 per credit hour for out-of state tuition.

RECOMMENDATION

It is recommended that the Board of Trustees approve the current cost of tuition per credit hour beginning with the fall 2013 semester and that students will continue to pay \$112 per credit hour for in-county students, \$229 per credit hour for in-state students, and \$314 per credit hour for out-of state-students.

BACKUP INFORMATION

Board Resolution
Policy 45001–Tuition, Fees, and Refunds

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Jones

RESOURCE PERSON

Dr. Wormack

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **13-04-053**
Adopted on: **4/8/2013**

Agenda Item Number: 11
April 8, 2013

Subject: Tuition Rate per Credit Hour for Fiscal Year 2014

WHEREAS, the Board of Trustees adopted the FY14 operating budget at its meeting on January 25, 2013; and

WHEREAS, this budget includes items related to instruction and student services, Board of Trustee grants, and other operations programs and services; and

WHEREAS, Montgomery County and the State of Maryland are in a challenging budget situation and the College's requested operating budget for FY14 reflects this reality; and

WHEREAS, the president recommends no increase in per credit hour for in-county, in-state, and out-of-state tuition rates, and that current fees remain at their current levels; and

WHEREAS, with no increase in tuition or fees, in-county students will continue to pay \$112 per credit hour, in-state students will continue to pay \$229 per credit hour, and out-of-state students will continue to pay \$314 per credit hour beginning the fall 2013 semester; and

WHEREAS, even with no increase in tuition rates there is still a large gap between needs and available resources; and

WHEREAS, the Board of Trustees has a deep commitment to keeping Montgomery College affordable to its students; and now therefore be it

Resolved, That the Board of Trustees approves the current tuition rates per credit hour for in-county, in-state, and out-of-state students, beginning with the fall 2013 semester; and be it further

Resolved, That this resolution establishes the tuition rates at \$112/\$229/\$314, for in-county, in-state, and out-of-state residents, respectively.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Agenda Item Number: 12
April 8, 2013

BOARD OF TRUSTEES SCHEDULE OF MEETINGS FOR FISCAL YEAR 2014

BACKGROUND

The Maryland Open Meetings Act, based on the General Assembly's determination in favor of open decision-making by public bodies in the maintenance of a democratic society, provides that, except in special and appropriate circumstances: (1) public business be performed in an open and public manner; and (2) citizens be allowed to observe the performance of public officials and the deliberations and decisions that the making of public policy involves. In addition, Montgomery College Board of Trustees bylaws states that the Board shall give reasonable advance notice of its open meetings. The notice shall be in writing and shall include the date, time, and place of the meeting and shall be publicized by posting to the Board's website and any other method reasonably designed to give public notice.

RECOMMENDATION

It is recommended that the Board adopt the attached schedule of meetings for Fiscal Year 2014.

BACKUP INFORMATION

Board Resolution
Montgomery College Board of Trustees Schedule of Meetings for Fiscal Year 2014 (Board Members only)

SENIOR RESPONSIBLE ADMINISTRATOR

Dr. Cain

RESOURCE PERSON

Ms. Graham

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**
Rockville, Maryland

Resolution Number: **13-04-054**
Adopted on: **4/8/2013**

Agenda Item Number: 12
April 8, 2013

Subject: Board of Trustees Schedule of Meetings for Fiscal Year 2014

WHEREAS, the Maryland Open Meetings Act, based on the General Assembly's determination in favor of open decision-making by public bodies in the maintenance of a democratic society, provides that, except in special and appropriate circumstances: (1) public business be performed in an open and public manner; and (2) citizens be allowed to observe the performance of public officials and the deliberations and decisions that the making of public policy involves; and

WHEREAS, Montgomery College Board of Trustees bylaws state that the Board shall give reasonable advance notice of its open meetings; and

WHEREAS, the notice shall be in writing and shall include the date, time, and place of the meeting and shall be publicized by posting to the Board's website and any other method reasonably designed to give public notice; and

WHEREAS, attached to this resolution is a schedule of meetings for Fiscal Year 2014, and those meetings may be changed based on availability; and

WHEREAS, the public will be notified of any change in meeting dates in accordance with the Board of Trustees bylaws and the Maryland Open Meetings Act; and

WHEREAS, the president of the College recommends that the Board adopt the following resolution; now therefore be it

Resolved, That the Board of Trustees adopts the attached Schedule of Meetings for Fiscal year 2014.

Attachment

BOARD OF TRUSTEES
Montgomery College

Fiscal Year 2014 Schedule of Meetings

								<i>PLANNING INFORMATION</i>	
	BOARD MEETINGS <i>(Mondays)</i>	RETREATS <i>(Varying Days)</i>	CONSTITUENT CONVERSATIONS <i>(Mondays)</i>	ANNUAL MEETINGS <i>(Mondays)</i>	TRUSTEE INFORMATION DAYS <i>(Thursdays)</i>	COMMITTEE MEETINGS <i>(Varying Days)</i>	REPORTS	BOARD DEVELOPMENT AND CONFERENCES	SPECIAL
AUG								X ¹ -ACCT Trustee Institute 21-New Trustee Orientation	
SEP	23	Fri-Sat, 6-7	23-Staff Council			TBD ²	Standard Reports ³	4-Officers Planning Meeting	
OCT	21		21-Faculty Council		10-Germantown	TBD	Standard Reports 1st Q Budget Germantown Report	2-5 ACCT Leadership Congress	7-MCF Golf Tournament
NOV	18		18-Students		7-Rockville	TBD	Standard Reports Rockville Report		
DEC	9		9-Administrator Council			TBD	Standard Reports Committee Reports	X-MACC Completion Summit	X-Legislative Reception 9-Audit Meeting
JAN	13	Mon, 13 (half day)		10-Joint Boards 27-MCF		TBD	Standard Reports 2nd Q Budget	8-Jan Meeting New Trustees X-MACC Conference	
FEB	24		24-College Council		6-TP/SS	TBD	Standard Reports TP/SS Report	10-13 ACCT Legislative Sum	
MAR	24			24-Alumni	6-WD&CE	TBD	Standard Reports WD&CE Report Committee Reports		
APR	28		28-Students		[3-Make-up day] ⁴	TBD	Standard Reports 3rd Q Budget	5-8 AACC	10-Employee Recognition
MAY	19			19- BOE	1-Central Services	TBD	Standard Reports		23-Commencement
JUN	[9] ⁵ 23	[Fri, 13-all day] ⁶		23- LSPF		TBD	Standard Reports 4th Q Budget ⁷ Committee Reports		23-Annual Meeting

¹ "X" indicates that the date of the event is not yet scheduled

² To be determined

³ Standard reports are: The President's Report, The College Bulletin, Personnel Actions Report, Legal Report, and Campus Updates

⁴ If any Trustee Information Day is cancelled due to inclement weather, the make-up will occur on this date

⁵ If needed

⁶ If needed

⁷ Preliminary report by June 23; final report posted by July 15