



**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
June 24, 2013**

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

Resolution Number: **13-06-070**
Adopted on: **6/24/2013**

Agenda Item Number: 7A
June 24, 2013

Subject: Retirement of Ms. Cheryl K. Arnold

WHEREAS, Ms. Cheryl K. Arnold served Montgomery College with enthusiasm and dedication for 25 years as a full-time staff member and retired from the College as of June 1, 2013; and

WHEREAS, she served in many capacities including that of financial records assistant I and II in the Office of Finance, personnel records assistant, personnel assistant II, human resources assistant, coordinator of applications, and human resources associate in the Office of Human Resources, Development, and Engagement; and

WHEREAS, Ms. Arnold was a dedicated and valued member of the Office of Human Resources, Development and Engagement where she was known for her professionalism and willingness to assist faculty, staff, and students; and

WHEREAS, throughout her career at Montgomery College, she pursued professional development by enrolling in courses to advance academically and professionally; Ms. Arnold also received various awards including the Team Effort Award in 1995 and 2008 and a Recognition Award in 2004; and

WHEREAS, she was a graduate of the Leadership Development Institute and the Montgomery College Management Program; and

WHEREAS, Ms. Arnold actively volunteered on the Black History Month Committee, the Dr. Harry Harden, Jr. Student Academic Excellence Awards Program, the Length of Service Awards Program, and commencement; and

WHEREAS, her colleagues will miss her energetic spirit, her vibrant and compassionate approach to service and her creative flair that enhanced the work environment; and

WHEREAS, the interim senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Cheryl K. Arnold 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. Cheryl K. Arnold for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; 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 Ms. Cheryl K. Arnold.

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

Resolution Number: **13-06-071**
Adopted on: **6/24/2013**

Agenda Item Number: 7B
June 24, 2013

Subject: Retirement of Ms. Jane Kawana

WHEREAS, Ms. Jane Kawana served Montgomery College with enthusiasm and dedication as an administrative support professional at the Rockville Campus for 42 years and retired as of June 1, 2013; and

WHEREAS, she has served in the Health Enhancement, Exercise Science, and Physical Education Department since 1971, except for when she worked in Human Resources as a personnel assistant from 1981 to 1987; and

WHEREAS, she trained student aides, monitored files, and assisted the department chair with numerous tasks; and

WHEREAS, Ms. Kawana served on the social committee for the Health Enhancement, Exercise Science, and Physical Education Department; and

WHEREAS, she served as a liaison for the College community and the general public; and

WHEREAS, Ms. Kawana received an Outstanding Service Award in 2004; and

WHEREAS, Ms. Kawana is respected by colleagues and students for her courtesy, kindness, professionalism, and willingness to provide assistance and information; and

WHEREAS, supervisors have praised Ms. Kawana's institutional knowledge, noting that the department depended on her to verify details and know the appropriate staff to contact in many situations; and

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

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

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

Resolution Number: **13-06-072**
Adopted on: **6/24/2013**

Agenda Item Number: 7C
June 24, 2013

Subject: Retirement of Mr. Timothy J. Link

WHEREAS, Mr. Timothy J. Link served Montgomery College as a full-time staff member in the Office of Admissions and Records with enthusiasm and dedication for 23 years and retired from the College as of June 1, 2013; and

WHEREAS, he began his employment at Montgomery College on September 5, 1989 as a supervisor in the Office of Admissions and Records at the Germantown Campus; and

WHEREAS, Mr. Link utilized his vast experience to serve in a collegewide capacity on numerous committees at the College and by implementing several student service improvements including a streamlined course scheduling process and the online transcript production system; and

WHEREAS, Mr. Link received the Outstanding Service Award on February 24, 1994 in recognition of his service on the Student Services Strategic Direction Statement Committee; and

WHEREAS, his strong work ethic was evident through his high level of service to students, faculty, and staff, and maintaining this level of performance and customer satisfaction even in lean staffing times; and

WHEREAS, Mr. Link displayed strong leadership within the Office of Admissions and Records at the Germantown Campus as well as various tasks groups that were integral in submitting the request for proposal for the Banner Student Information System; and

WHEREAS, his wealth of institutional knowledge will be missed, particularly in regards to academic regulations as he has been a steadfast resource to his colleagues while promoting a positive, helpful atmosphere throughout his career; and

WHEREAS, the senior vice president for student services and the president of the College recommend this public recognition of Mr. Timothy J. Link on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Mr. Timothy J. Link for his outstanding service to the College and extend to him their best wishes that his retirement years be fulfilling and productive; 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 Mr. Timothy J. Link.

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

Resolution Number: **13-06-073**
Adopted on: **6/24/2013**

Agenda Item Number: 7D
June 24, 2013

Subject: Retirement of Ms. Mary C. McGregor

WHEREAS, Ms. Mary C. McGregor served Montgomery College with dedication and distinction as an administrative professional at the Rockville Campus for 36 years and retired as of June 1, 2013; and

WHEREAS, Ms. McGregor served the Office of Admissions and Records for three months and the Office of Facilities for three years before joining the Rockville Physics, Engineering, and Geosciences Department and serving as an office manager for 33 years; and

WHEREAS, she received outstanding service awards, special recognition awards, and sustained service awards; and

WHEREAS, she served on numerous committees, including staff employment search committees and departmental planning committees; and

WHEREAS, Ms. McGregor is respected by her colleagues for her professionalism, courtesy, enthusiasm, resourcefulness, and willingness to provide assistance and support at all times; and

WHEREAS, administrators have praised Ms. McGregor's outstanding abilities in establishing priorities, meeting deadlines, coordinating administrative services, training and supervising student assistants, communicating effectively, supporting departmental club activities, and resolving departmental issues; and

WHEREAS, the senior vice president for academic affairs and the president of the College recommend this public recognition of Ms. Mary C. McGregor on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation of Ms. Mary C. McGregor for her service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and it be 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 Ms. Mary C. McGregor.

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

Resolution Number: **13-06-074**
Adopted on: **6/24/2013**

Agenda Item Number: 7E
June 24, 2014

Subject: Retirement of Ms. Paula J. Ottinger

WHEREAS, Ms. Paula J. Ottinger served Montgomery College with enthusiasm and dedication for 28 years as a full-time staff member and retired from the College as of June 1, 2013; and

WHEREAS, Ms. Ottinger acted as a facilitator of learning and student success as she served initially in the capacity of coordinator of disability support services at the Rockville Campus and then as vocational support services coordinator, as well as a learning skills support specialist at the Takoma Park/Silver Spring Campus; and

WHEREAS, she has provided workshops for health science faculty, staff, and students to promote student success; has met with students individually to assist in developing their organizational and study skills; and has published the annual *Services Offered Students* and computer access information cards for students, public and private agencies, as well as resources for students offered outside of Montgomery College, titled the *Community Resources Manual*; and

WHEREAS, Ms. Ottinger also coordinated supplemental instruction for several years at the Takoma Park/Silver Spring Campus, implemented the first summer bridge program at the campus which later became a collegewide program, and organized multiple spring health and learning fairs; and

WHEREAS, Ms. Ottinger participated in many professional development activities and conferences so that she could learn and share knowledge and skills she acquired with students to lend to their successes and presented at numerous conferences on teaching, learning, and student success, such as the Maryland Consortium for Adjunct Faculty Professional Development, the College Reading and Learning Association, the Developmental Association of Maryland and the National Association for Developmental Education, the National College Learning Center Association, as well as numerous Montgomery College professional development activities; and

WHEREAS, Ms. Ottinger served as an election judge in Montgomery County, as well as a board member, including president and conference chair, of the Developmental Education Association of Maryland; and

WHEREAS, Ms. Ottinger served as convener for several years of the Applying Principles and Practices for Effective Learning group, a network of learning centers from across the College, known as APPEL Corp; she also served as a trustee for the American Federation of State, County and Municipal Employees; in addition to functioning as the editor of their union bulletin, she also served as the collegewide coordinator for the Perkins Grant funds early in her tenure, and received the Peggy Beebe Award for Service to the College; and

WHEREAS, Ms. Ottinger should be recognized and appreciated for her dedicated and caring work so that students, especially those in the health sciences, could be successful, graduate

from their programs and pass their certification and licensing examinations so they could work as competent practitioners in healthcare provider facilities in the DC Metro area; and

WHEREAS, the senior vice president for academic affairs and the president of the College recommend this public recognition of Ms. Paula J. Ottinger 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. Paula J. Ottinger for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; 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 Ms. Paula J. Ottinger.

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

Resolution Number: **13-06-075**
Adopted on: **6/24/2013**

Agenda Item Number: 7F
June 24, 2013

Subject: Retirement of Mr. Andre H. Parent

WHEREAS, Mr. Andre H. Parent served Montgomery College with enthusiasm and dedication for 29 years as a full-time staff member and retired from the College as of June 1, 2013; and

WHEREAS, he began his employment at the Takoma Park/Sliver Spring Campus as a building service worker until he went to the Germantown Campus in 1985. Mr. Parent soon became the building service worker lead in the Science & Applied Studies Building in 1987; and

WHEREAS, Mr. Parent was willing to go beyond his duties to help faculty, students, staff, and visitors in any way he could; and

WHEREAS, Mr. Parent trained and led a total of 14 people during his time in the Science & Applied Studies Building; and

WHEREAS, Mr. Parent has been known for keeping the campus buildings clean and providing a safe atmosphere for the students; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Mr. Andre H. Parent on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Mr. Andre H. Parent for his outstanding service to the College and extend to him their best wishes that his retirement years be fulfilling and productive; 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 Mr. Andre H. Parent.

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

Resolution Number: **13-06-076**
Adopted on: **6/24/2013**

Agenda Item Number: 7G
June 24, 2013

Subject: Retirement of Ms. Marcia S. Sirulnik

WHEREAS, Ms. Marcia S. Sirulnik served Montgomery College with dedication and distinction for 18 years and retired as of June 1, 2013; and

WHEREAS, Ms. Sirulnik was a highly dedicated, knowledgeable, and conscientious employee, who consistently produced high quality projects as the senior administrative aide to the senior vice president of advancement and community engagement; and

WHEREAS, Ms. Sirulnik was instrumental in managing the College's community engagement sponsorships for more than 40 events per year ensuring that the College always had a presence at major community functions; and

WHEREAS, Ms. Sirulnik engaged with dozens of alumni, foundation volunteers, and board members in philanthropy, volunteer service, and advocacy on behalf of the College during her tenure; and

WHEREAS, Ms. Sirulnik played a critical role in the logistical components of the Montgomery College Foundation's \$25 million capital campaign from 2005-09 and with the \$9 million Takoma Park Capital Campaign in the late 1990s; she scheduled hundreds of donor visits and provided critical stewardship to numerous donors leading to some of the largest gifts in Maryland's community college history; and

WHEREAS, Ms. Sirulnik was actively involved for almost two decades in the management of the Advancement and Community Engagement budget and ensuring that it was spent wisely and effectively; and

WHEREAS, Ms. Sirulnik used her skills as a real estate broker to assist the Foundation with the sale of a donated home that resulted in more than \$300,000 for scholarship support of Montgomery College students; and

WHEREAS, Ms. Sirulnik worked for 18 years assisting with major innovations such as the Montgomery College Life Sciences Park Foundation and the establishment of the Community Engagement Office; and

WHEREAS, Ms. Sirulnik volunteered at countless College events, including Montgomery College Foundation activities, alumni programs, commencement, and numerous other events; 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 this public recognition of Ms. Marcia S. Sirulnik 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. Marcia S. Sirulnik 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 this resolution becomes a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Ms. Marcia S. Sirulnik.

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

Resolution Number: **13-06-077**
Adopted on: **6/24/2013**

Agenda Item Number: 7H
June 24, 2013

**Subject: Retirement Recognition and Award of Emeritus Status to
Professor William W. Coe**

WHEREAS, Professor William W. Coe has served Montgomery College with dedication for six years as a full-time faculty member in the mathematics department, having served for nine years previously as a part-time instructor, and retired from the College as of July 1, 2013; and

WHEREAS, Professor Coe taught mathematics, particularly mathematics preparation, taught courses in the Gateway to College program, the Fast Track program, and portions of the course to prepare students for the Test of Essential Academic Skills; and

WHEREAS, he attended Gateway to College peer learning conferences as well as Center for Teaching and Learning workshops; and

WHEREAS, Professor Coe created a 60-page mathematics review manual to assist students who were preparing for the Test of Essential Academic Skills; and

WHEREAS, he presented Math Talks, including the popular "Math Can Be Fun"; and

WHEREAS, Professor Coe received a letter of appreciation from Kansas City, Kansas Community College for offering advice and support that helped the school develop and launch a Fast Track curriculum similar to the one at Montgomery College; and

WHEREAS, he served as the mathematics Fast Track and Advanced Fast Track coordinator, setting the Fast Track schedule and hiring faculty to teach each session; and

WHEREAS, he coordinated the mathematics portion of the Gateway to College program for all three Montgomery College campuses;

WHEREAS, Professor Coe coordinated the first Association of Faculties for Advancement of Community College Teaching (AFACCT) conference held at Montgomery College, which was attended by nearly 400 participants from Maryland community colleges; and

WHEREAS, he served as the College's Rockville representative to the AFACCT board and as the part-time faculty representative to the Developmental Education Association of Maryland board; and

WHEREAS, he chaired the Placement Subcommittee of the American Mathematical Association of Two-Year Colleges (AMATYC) and was the Mid-Atlantic representative to their organization's Developmental Math Committee; and

WHEREAS, his further activities with the AMATYC included offering meeting presentations, preparing a position paper, and conducting a webinar on Montgomery College's Fast Track program; and

WHEREAS, Professor Coe has been described by his colleagues as a devoted teacher who created a positive classroom environment, developed good rapport with students, addressed student questions directly, and demonstrated patience when responding to student needs; and

WHEREAS, his students at all levels have consistently held him in high regard for being well prepared, using class time wisely, explaining the course material clearly, showing concern for students, encouraging them to think, and treating them with respect; and

WHEREAS, College policy provides that all faculty holding faculty rank who retire with a minimum of 10 years' service with Montgomery College shall be designated faculty emeritus with the 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 William W. Coe on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor William W. Coe for his distinguished service to the College and extend to him their best wishes that his retirement years be fulfilling and productive; and be it further

Resolved, That Professor William W. Coe is granted the status of professor emeritus, and that he be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That this resolution become part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Professor William W. Coe.

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

Resolution Number: **13-06-078**
Adopted on: **6/24/2013**

Agenda Item Number: 71
June 24, 2013

**Subject: Retirement Recognition and Award of Emeritus Status to
Professor Rosser S. Farley**

WHEREAS, Professor Rosser S. Farley served Montgomery College with dedication and distinction for 13 years as a full-time faculty member and retired from the College as of September 1, 2012; and

WHEREAS, Professor Farley taught computer science, reading, and English as a second language to 2,500 Montgomery College students; and

WHEREAS, he was an active member of the student advising cadre at both the Takoma Park/Silver Spring and Rockville Campuses from 2000 to 2010, providing more than 1,000 hours of assistance to students; and

WHEREAS, Professor Farley was an active participant in reading 101, 102, and 103 course groups from 2007 to 2011, as well as in outcomes assessments for computer science, computer applications, and reading disciplines from 2005 to 2011; and

WHEREAS, he developed and managed the Takoma Park /Silver Spring business, management, and information science department web site from 2003 to 2008 and maintained the Takoma Park /Silver Spring counseling department web site from 2003 to 2008; and

WHEREAS, he served as the coordinator of the computer science discipline at the Takoma Park/Silver Spring Campus from 2002 to 2008; and

WHEREAS, he was a member of departmental search committees for both faculty and staff, participating in faculty recruitment fairs; and

WHEREAS, he served as a member of many collegewide committees and workgroups, including the College's Information Technology Smart Instructor Workstation Workgroup in 2000, the Information Technology Instructional Advisory Group from 2002 to 2012, and the Information Technology Web Application Workgroup from 2001 to 2003; and

WHEREAS, he was the Montgomery College//Montgomery County Public School's articulation agreement representative in the spring of 2003; and

WHEREAS, he served on the College's Committee on Academic Regulations and Standards from 1999 to the spring of 2005, including five years as the chair; and

WHEREAS, Professor Farley served on the Academic Assembly as the vice-chair from 2004 to 2005, and the Assembly representative on the Calendar Committee from 2002 to 2004; and

WHEREAS, he served as an exemplary department chair of business, management, and information sciences at the Takoma Park/Silver Spring Campus from 2004 to 2008; oversaw the academic area review for computer science from 2003 to 2004; and hosted computer science discipline retreats from 2002 to 2003; and

WHEREAS, he served as the Chair of Chairs for the Takoma Park /Silver Spring Campus from 2000 to 2008; and

WHEREAS, his students at all levels have consistently held him in high regard; and

WHEREAS, his colleagues have held him in high esteem for his many contributions and his generosity in sharing his materials; and

WHEREAS, he served as a mentor to hundreds of students and to computer science and computer applications faculty, sharing curriculum materials; and

WHEREAS, Professor Farley has been an outstanding colleague renowned for his good humor, constant supply of sweets, fellowship, support, integrity, compassion, and professionalism; 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 emeritus 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 Rosser S. Farley on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Rosser S. Farley for his outstanding service to the College and extend to him their best wishes that his retirement years be fulfilling and productive; and be it further

Resolved, That Professor Rosser S. Farley is granted the status of professor emeritus, and that he be accorded such recognition and honors as may be appropriate to persons holding this rank; 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 Rosser S. Farley.

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

Resolution Number: **13-06-079**
Adopted on: **6/24/2013**

Agenda Item Number: 7J
June 24, 2013

Subject: Retirement and Award of Emeritus Status to Professor J. David Fox

WHEREAS, Professor J. David Fox has served Montgomery College with enthusiasm and dedication for 32 years as a full-time faculty member and retired from the College as of June 1, 2013; and

WHEREAS, Professor Fox consistently provided wisdom and guidance to the faculty and to the department as chair of the philosophy department for over 23 years; and

WHEREAS, he served ably and effectively as a philosophy faculty member at the Germantown Campus for 32 years; and

WHEREAS, he contributed significantly to the collegewide discipline of philosophy; and

WHEREAS, Professor Fox had the expertise and flexibility to change from teaching in the discipline of business to the discipline of philosophy; and

WHEREAS, he served on the Outcomes Assessment Committee and the General Education Course Review Committee; and

WHEREAS, he contributed to and participated on the Committee for the Middle States Accreditation of Montgomery College; and

WHEREAS, Professor Fox served on several faculty hiring committees, served regularly as a peer reviewer of faculty engaged in performance reviews, and served as a faculty mentor for several faculty members in the humanities, social sciences, and education division; and

WHEREAS, he served on the Germantown Academic Appeals Committee and the College Morale Committee, and served as vice president of the American Association of University Professors; and

WHEREAS, Professor Fox is known by his colleagues and his students as a dedicated teacher and talented educator who will be deeply missed in his department; and

WHEREAS, College policy provides that all faculty holding faculty rank who retire with a minimum of 10 years' service with Montgomery College shall be designated faculty emeritus with the 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 J. David Fox on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor J. David Fox for his distinguished service to the College and extend to him their best wishes that his retirement years be fulfilling and productive; and be it further

Resolved, That Professor J. David Fox is granted the status of professor emeritus, and that he be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That this resolution become part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Professor J. David Fox.

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

Resolution Number: **13-06-080**
Adopted on: **6/24/2013**

Agenda Item Number: 7K
June 24, 2013

Subject: Retirement and Award of Emerita Status to Professor Malvery P. Henry

WHEREAS, Professor Malvery P. Henry has served Montgomery College with dedication for 31 years as a full-time faculty member in the Department of Health Enhancement, Exercise Science, and Physical Education, and retired from the College as of June 1, 2013; and

WHEREAS, Professor Henry developed and taught numerous health education, physical education, and exercise science courses; served as exercise science coordinator; advised numerous students, and worked with colleagues to revise the program major in exercise science; and

WHEREAS, she participated in the departmental summer school and in outcomes assessment for relevant departmental courses and served on various committees, including the Health Education Committee and the Fitness/Wellness Committees; and

WHEREAS, she worked with the Department of Kinesiology at the University of Maryland, College Park so that relevant Montgomery College courses could meet requirements for curricular articulation; and

WHEREAS, she developed her professional capacities by participating in conferences of the American Alliance for Health, Physical Education, Recreation, and Dance; the Maryland Association of Health, Physical Education, Recreation, and Dance ; the American College of Sports Medicine; and other associations; and

WHEREAS, students and peers noted her thorough class preparation, her clear explanation of course material, her use of good examples to illustrate content, and her encouragement of student participation; and

WHEREAS, College policy provides that all faculty holding faculty rank who retire with a minimum of 10 years' service with Montgomery College shall be designated faculty emeritus(a) with the 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 Malvery P. Henry on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Malvery P. Henry for her distinguished service 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 Malvery P. Henry is granted the status of professor emerita, and that she be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That this resolution become part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Professor Malvery P. Henry.

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

Resolution Number: **13-06-081**
Adopted on: **6/24/2013**

Agenda Item Number: 7L
June 24, 2013

**Subject: Retirement Recognition and Award of Emeritus Status to
Dr. Murchison D. Henry**

WHEREAS, Dr. Murchison D. Henry has served Montgomery College with dedication for 24 years as a full-time faculty member in the business and economics department, after serving as a part-time instructor for several years, and retired from the College as of June 1, 2013; and

WHEREAS, Dr. Henry taught economics courses, including principles of macroeconomics, principles of microeconomics, and the evolution of economic societies; and

WHEREAS, he was a graduate of the Montgomery College Leadership Development Institute; and

WHEREAS, Dr. Henry served his department as a coordinator for economics courses, and mentored students as an economics tutor and as a participant in the Project Success Program; and

WHEREAS, Dr. Henry served on search committees for new faculty members as well as for the dean; and

WHEREAS, Dr. Henry was a discipline representative for Academic Review and General Education Outcomes Assessment workgroups; and

WHEREAS, he was a departmental representative for various functions, such as the College Majors Fair and the Part-Time Faculty Recruitment Fair; and

WHEREAS, students and peers noted his mastery of economics and his use of examples to illustrate concepts; and

WHEREAS, College policy provides that all faculty holding faculty rank who retire with a minimum of 10 years' service with Montgomery College shall be designated faculty emeritus with the 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 Dr. Murchison D. Henry on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Dr. Murchison D. Henry for his distinguished service to the College and extend to him their best wishes that his retirement years be fulfilling and productive; and be it further

Resolved, That Dr. Murchison D. Henry is granted the status of professor emeritus, and that he be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That this resolution become part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Dr. Murchison D. Henry.

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

Resolution Number: **13-06-082**
Adopted on: **6/24/2013**

Agenda Item Number: 7Mi
June 24, 2013

**Subject: Retirement Recognition and Award of Bronze Medallion to
Professor Edwin A. Ahlstrom**

WHEREAS, Professor Edwin A. Ahlstrom has served Montgomery College with dedication for more than 42 years as a full-time faculty member and is retiring from the College as of June 1, 2013; and

WHEREAS, he taught many introductory and intermediate studio art courses, including painting, drawing, design, color, and watercolor, for which he developed the course proposals; and

WHEREAS, Professor Ahlstrom taught numerous art history courses, including the survey of art history and the history of modern art; and

WHEREAS, Professor Ahlstrom established the art department's internship at the National Gallery of Art in Washington, DC, and co-developed the department's study abroad program in Europe; and

WHEREAS, Professor Ahlstrom has exhibited his art in many faculty art shows at Montgomery College, most notably in the 1992 *Paintings by Ed Ahlstrom: A 10-Year Retrospective*, and

WHEREAS, he has had multiple exhibitions at Gallery K in Washington, DC, the Kentlands Mansion Arts Retreat, the Washington Society of Landscape Painters, and the Mid-Atlantic Plein Air Painters Society of Annapolis; and

WHEREAS, Professor Ahlstrom appeared in the 2008 Smithsonian Networks DVD production, "Picturing the Presidents" as a commentator on portrait painting history and technique; and

WHEREAS, he has created replicas of original paintings by Monet, Renoir, Picasso, Braque, and other impressionist and modern masters for Christie's New York, E.V. Thaw & Company, and members of the Rockefeller family; and

WHEREAS, Professor Ahlstrom was commissioned by the University of Texas at Austin to create a replica of the original White House portrait of Lady Bird Johnson; and

WHEREAS, his replica of the State Department's portrait of John Quincy Adams, commissioned by the US House of Representatives, now hangs in the US Capitol; and

WHEREAS, his work has been published in *American Artist* magazine and *The Artist's Illustrated Encyclopedia*; and

WHEREAS, Professor Ahlstrom served as the art department's drawing coordinator, painting coordinator, liaison to the Student Art League, liaison to three student sketch groups, coordinator of the student activities committee, and coordinator of art scholarships; and

WHEREAS, Professor Ahlstrom was a member of faculty search committees and the long range planning curriculum committee; and

WHEREAS, he worked with the Office of the Provost to develop a publication of abstracts of scholarly activities projects; and

WHEREAS, he served as the art department chair from 1992 to 1995; and he served as chair of the evaluation committee as well as the chair of the art department's information technology committee, where he oversaw the opening of the department computer lab in 2002; and

WHEREAS, Professor Ahlstrom has been described by his department chair and peers as an articulate and clear teacher who skillfully uses materials and demonstrations to augment his lectures and uses student questions to further discussions; and

WHEREAS, his students at all levels have consistently held him in high regard for being well prepared, presenting material in an organized manner, treating them with respect, encouraging their active participation, and using excellent examples to illustrate his points; and

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

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

WHEREAS, the senior vice president for academic affairs and the president of the College recommend this public recognition of Professor Edwin A. Ahlstrom on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Edwin A. Ahlstrom for his outstanding service to the College and extend to him their best wishes that his retirement years be fulfilling and productive; and be it further

Resolved, That Professor Edwin A. Ahlstrom be awarded the Bronze Medallion in recognition of his service to the College and community, and as an expression of the gratitude of the College for his dedication and professional commitment to the College; and be it further

Resolved, That Professor Edwin A. Ahlstrom is granted the status of Professor Emeritus, and that he be accorded such recognition and honors as may be appropriate to persons holding this rank; 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 Professor Edwin A. Ahlstrom.

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

Resolution Number: **13-06-083**
Adopted on: **6/24/2013**

Agenda Item Number: 7Mii
June 24, 2013

Subject: Recognition and Award of Bronze Medallion to Trustee Constantine M. Apergis

WHEREAS, the Governor of the State of Maryland appointed Mr. Constantine M. Apergis as student member to the Board of Trustees of Montgomery College effective July 1, 2012, for a one-year term and his term of office will end June 30, 2013; and

WHEREAS, during his tenure, Mr. Apergis served the Board of Trustees with distinction and dedication while also challenging himself as an honors student; and

WHEREAS, his perspective as a student of the College, his interest in the concerns of students, and his understanding of the role of the Board as a corporate entity that must exercise sound judgment in the interest of the total College, have contributed significantly to the deliberations and effective decision-making of the Board; and

WHEREAS, he brought energy and enthusiasm that encouraged the Board as a whole to ensure that the best interests of the College and its students were being served; and

WHEREAS, Mr. Apergis committed himself to being an outstanding trustee by availing himself of professional development opportunities that allowed him to learn and grow in his trustee responsibilities at Montgomery College; and

WHEREAS, Mr. Apergis engaged in activities that helped to develop him as a leader and shaped his mind to be a caring and responsible person who wants to improve and serve his community; and

WHEREAS, Mr. Apergis led, with well-spoken and heartfelt testimony, student advocacy efforts with state and local government officials, which won not only their admiration and respect, but helped obtain needed public support for the College; and

WHEREAS, during his appointment to the Board, Mr. Apergis was an exemplary and ambitious student at Montgomery College, serving as chair of the Archives Committee and Student Issues Committee of the Rockville Campus Student Senate, and vice president of public relations for Phi Theta Kappa; and

WHEREAS, Mr. Apergis was named a 2013 Coca-Cola Gold Scholar in the All-USA Community College Academic Team Competition sponsored by the Coca-Cola Scholars Foundation, a partner with Phi Theta Kappa; and

WHEREAS, Mr. Apergis has conducted himself in an exemplary manner, and his demeanor, dependability, cooperation, and responsiveness to Board and College issues and events combine to make him a highly valued member of the Board; and

WHEREAS, in recognition of his distinguished service to the Board of Trustees of the College, the students, and the College community the Board recommends this recognition to Mr. Constantine M. Apergis; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Mr. Constantine M. Apergis for his conscientious and significant contributions to Montgomery College, to its Board of Trustees, to its students, and to the citizens of Montgomery County, and extend their best wishes to him for his continued good health, happiness, and academic success and invite his continued interest in and support of the College in the years ahead; and be it further

Resolved, That in recognition of his dedication, support, and association with Montgomery College and Montgomery County, Mr. Constantine M. Apergis is awarded the College's Bronze Medallion for distinguished service; 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 Mr. Constantine M. Apergis.

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

Resolution Number: **13-06-084**
Adopted on: **6/24/2013**

Agenda Item Number: 7Miii
June 24, 2013

Subject: Retirement Recognition and Award of Bronze Medallion to Ms. Carol P. Baugh

WHEREAS, Ms. Carol P. Baugh served Montgomery College with enthusiasm and dedication for over 25 years as a full-time staff member and retired from the College as of June 1, 2013; and

WHEREAS, she began her employment at Montgomery College as a temporary employee in the provost's office at Rockville, later progressing from program assistant to program director in Continuing Education at Rockville prior to being named as the Response Center manager in 1999; and

WHEREAS, Ms. Baugh played an important role in the lives of students who speak English as a Second Language through advocacy, the hiring of a dedicated English as a Second Language advisor, and ultimately in the creation of the first Workforce Development & Continuing Education language lab; and

WHEREAS, she was instrumental in the successful implementation and growth of the College's Response Center providing strong leadership, guidance, supervision to her staff, and excellent customer service and problem resolution to tens of thousands of students; and

WHEREAS, she met the need of the students and the College by preparing the Response Center to also serve as the MyMC help desk where they troubleshoot student issues with the new service; and

WHEREAS, Ms. Baugh's exemplary work was recognized by an Outstanding Service Award in 2003; and

WHEREAS, she exceeded expectations while working on special projects that benefited the College's students and was acknowledged by receiving recognition awards in 2000 and 2005; and

WHEREAS, Ms. Baugh worked across the institution by forging productive relationships to ensure that the Response Center was always ready to provide up-to-date and accurate information to students, parents, faculty, staff, and the community; and

WHEREAS, she was a valuable resource as the College transitioned to online admissions and registration, and with the implementation and refinement of MyMC; and

WHEREAS, her commitment to the College was demonstrated by service on the Web Development Committee and Staff Senate; and

WHEREAS, Ms. Baugh maintained her professional competence, high level of integrity, professionalism, and a sincere joy of helping students throughout her many years at the College by participating in numerous work related events; and

WHEREAS, her colleagues and the entire Student Services unit will miss her warm heart, can-do attitude, and student-centered philosophy; and

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

WHEREAS, the senior vice president for student services and the president of the College recommend this public recognition of Ms. Carol P. Baugh 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. Carol P. Baugh for her outstanding service 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. Carol P. Baugh is awarded the Bronze Medallion in recognition of her distinguished service to the College and as an expression of gratitude by the College 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 and the Bronze Medallion be presented to Ms. Carol P. Baugh.

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

Resolution Number: **13-06-085**
Adopted on: **6/24/2013**

Agenda Item Number: 7Miv
June 24, 2013

**Subject: Retirement Recognition and Award of Bronze Medallion to
Professor Joan S. Gough**

WHEREAS, Professor Joan S. Gough has served Montgomery College with dedication and distinction for more than 23 years as a full-time faculty member and retired from the College as of June 1, 2013; and

WHEREAS, Professor Gough has been an outstanding counselor and professor of student development courses including study habits development, success group, and first year seminar; and

WHEREAS, she carried an enormous caseload, seeing large numbers of students for academic advising while consistently remaining available to students in crisis situations; and

WHEREAS, she received a 2008 Faculty Outstanding Service Award in recognition of her exceptional service, particularly to students with disabilities; and

WHEREAS, she has engaged in professional development through coursework to maintain her licensure as a Certified Professional Counselor and through memberships in numerous associations; and

WHEREAS, she contributed to policy formulation and problem resolution within Disability Support Services; and

WHEREAS, Professor Gough offered presentations on students with disabilities to the Center for Teaching and Learning, academic departments, as well as national workshops and conferences; and

WHEREAS, she served on the Mental Health Work Group and Common Student Experience Task Group; and

WHEREAS, her service to the community has included running a childcare program for dependents of migrant workers, assisting at a nonprofit medical facility for homeless patients, coaching at the Special Olympics, raising money for charitable organizations, volunteering for the American Red Cross Disaster Relief Team and community recreation programs, and participating in the Relay for Life as a member of the Montgomery College Math Team; and

WHEREAS, she has represented Disability Support Services in meetings with outside stakeholders, through information sessions for prospective students, parents, and educators, and through presentations to Montgomery County Public Schools; and

WHEREAS, Professor Gough provided leadership to the College by serving as the American Association of University Professors representative on the Faculty Issues Committee; with

participation in the Online Evaluation Subcommittee; the Wireless Everywhere, Print Anywhere Subcommittee; and the Underprepared Student Subcommittee; and

WHEREAS, she provided further leadership to the College by serving as vice chair and chair of Rockville Faculty Council, making the effort to determine, represent, and address the interests of her constituents, and by serving as a chair of Academic Assembly, with concomitant service to the Governance Subgroup; and

WHEREAS, Professor Gough has been described by her department chair and peers as an exemplary professor and counselor who understands students, works with them at their existing capacity, responds to their needs, and taps the resources that can further their educational and personal development; and

WHEREAS, she has been recognized for her capacity as a counselor to remain compassionate while maintaining clear professional boundaries; and

WHEREAS, students at all levels have consistently held her in high regard for helping them to identify their goals and develop the skills to meet those goals; and

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

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

WHEREAS, the senior vice president for student services and the president of the College recommend this public recognition of Professor Joan Gough on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Joan S. Gough for her outstanding service 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 Joan S. Gough be awarded the Bronze Medallion in recognition of her service to the College and community, and as an expression of the gratitude of the College for her dedication and professional commitment to the College; and be it further

Resolved, That Professor Joan S. Gough 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 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 Professor Joan S. Gough.

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

Resolution Number: **13-06-086**
Adopted on: **6/24/2013**

Agenda Item Number: 7Mv
June 24, 2013

**Subject: Retirement Recognition and Award of Bronze Medallion to
Professor Garland Guyton**

WHEREAS, Professor Garland Guyton has served Montgomery College with dedication for more than 45 years as a full-time faculty member and retired from the College as of June 1, 2013; and

WHEREAS, Professor Guyton taught pre-algebra, elementary algebra, intermediate algebra, trigonometry, survey of college mathematics, introduction to probability, elements of statistics, elementary applied calculus, pre-calculus, calculus I, calculus II, and multivariable calculus to more than 11,000 students; and

WHEREAS, he and a mathematics department colleague developed a proposal that led to a National Science Foundation grant, which resulted in the 1976 establishment of the Rockville Campus Math Center, now known as the Math Science Center; and

WHEREAS, he and a mathematics department colleague published volumes I and II of the 1973 texts and audio tapes, *Introductory Algebra: A Tape-Workbook Approach*, used during many semesters in the elementary algebra course; and

WHEREAS, his sabbatical theme, "Matrices in Flash," resulted in a technology upgrade for the survey of mathematics course in 2007; and

WHEREAS, he authored collegewide student learning outcomes, a course area review, and a general education review for the survey of college mathematics course in 2008; and

WHEREAS, he has attended conferences of the Mathematical Association of America, the American Mathematical Society, and the International Conference on Technology in Collegiate Mathematics; and

WHEREAS, he was the Honorary Grand Marshall at the inauguration of Montgomery College President Dr. DeRionne P. Pollard in 2010; and

WHEREAS, he was awarded Montgomery College Scholarly Activity for statistics in 2001; and

WHEREAS, he served as course coordinator for survey of college mathematics from 1997 to 2011, course chair for intermediate algebra and trigonometry in 1996, and elementary algebra coordinator for a computerized algebra course in 2008 and 2009; and

WHEREAS, he participated in the Middle States Association "Self-Study and Assessment of Student Learning," as well as the National Science Foundation-funded institute, "Teaching with Instructional Multimedia in Mathematics, Science, and Technology," in 2005; and

WHEREAS, Professor Guyton chaired the mathematics department's Peer Evaluation Committee and served on the Full-time Faculty Selection Committee, the Part-time Faculty Issues Committee, and the Grade Dispute Committee; and

WHEREAS, Professor Guyton has been described by his department chair and peers as an asset to the department who has always been willing to take on additional responsibilities and engage in ongoing professional development whether by gaining content specific knowledge or by updating technical and software skills; and

WHEREAS, his students at all levels have consistently held him in high regard for being well prepared, providing useful course syllabi, presenting material in an organized manner, treating them with respect, encouraging their active participation, returning work promptly, and approaching his classes with an easy, calm demeanor; and

WHEREAS, a former student who won a mathematics achievement award at a major university publicly acknowledged Professor Guyton for giving him the "best first taste of calculus as could be had anywhere"; and

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

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

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

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Garland Guyton for his outstanding service to the College and extend to him their best wishes that his retirement years be fulfilling and productive; and be it further

Resolved, That Professor Garland Guyton be awarded the Bronze Medallion in recognition of his service to the College and community, and as an expression of the gratitude of the College for his dedication and professional commitment to the College; and be it further

Resolved, That Professor Garland Guyton is granted the status of Professor Emeritus, and that he be accorded such recognition and honors as may be appropriate to persons holding this rank; 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 Professor Garland Guyton.

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

Resolution Number: **13-06-087**
Adopted on: **6/24/2013**

Agenda Item Number: 7Mvi
June 24, 2013

Subject: Retirement Recognition and Bronze Medallion to Ms. Denise V. Maresco

WHEREAS, Ms. Denise V. Maresco served Montgomery College with dedication and distinction as an administrative professional at the Rockville Campus for 35 years and retired as of June 1, 2013; and

WHEREAS, Ms. Maresco served the English Department for three years, the Office Education Department for two years, and the Management Department for one year before joining the Rockville Office of the Deans and serving as administrative aide III for 29 years; and

WHEREAS, her years of experience with College systems and procedures enabled her to function as a key resource for other administrative aides; and

WHEREAS, she completed numerous professional development workshops including workshops on event planning, human relations, leadership assessment, excellence at work, racism and sexism awareness, the Americans with Disabilities Act, and accessible information technology; and

WHEREAS, she earned an associate of arts degree in general studies at Montgomery College after successfully completing evening courses; and

WHEREAS, she received the Staff Special Recognition Award three times, as well as the Employee of the Month Award, the Staff Outstanding Service Award, and the Team Effort Award; and

WHEREAS, Ms. Maresco served on numerous search committees, which resulted in the hiring of instructional deans, senior administrative aides, and departmental administrative aides; and

WHEREAS, she served on the Steering Committee for the 25th Anniversary of the Rockville Campus; and

WHEREAS, she assisted with for Sonya Kovalevsky Day on many occasions, joining the event committee and assisting with catering, math games, and other activities; and

WHEREAS, she assisted with campus and College initiatives, such as the Regional Science Bowl, the Vaccination Clinic, and the United Way Campaign; and

WHEREAS, Ms. Maresco is respected by her colleagues for her professionalism, rapport, and willingness to provide assistance and support at all times; and

WHEREAS, administrators have praised Ms. Maresco's excellent oral and written communication skills, her mindfulness of accuracy and departmental deadlines, her sensitivity to the confidentiality requirements of her position, her gifts as a troubleshooter, her skillful use of time, and her positive working relationships that lead people to feel valued and respected; and

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

WHEREAS the senior vice president for academic affairs and the president of the College recommend this public recognition of Ms. Denise V. Maresco on the occasion of her retirement; now therefore be it

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

Resolved, That Ms. Denise V. Maresco 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 and the Bronze Medallion be presented to Ms. Denise V. Maresco.

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

Resolution Number: **13-06-088**
Adopted on: **6/24/2013**

Agenda Item Number: 7Mvii
June 24, 2013

**Subject: Retirement Recognition and Award of Bronze Medallion to
Professor Kathleen A. Restorff**

WHEREAS, Professor Kathleen A. Restorff has served Montgomery College with dedication and distinction for more than 35 years as a full-time faculty member and retired from the College as of June 1, 2013; and

WHEREAS, Professor Restorff taught physical science, general physics, technical physics, and sound and light in the arts to 7,000 Montgomery College students; and

WHEREAS, she wrote lab modules for the department's general physics lab book, participated in textbook selections, and served as the department's technical physics coordinator; and

WHEREAS, she was Montgomery College's liaison to the physics department at the University of Maryland, College Park; and

WHEREAS, she served on hiring and screening committees for faculty members and lab coordinators; and

WHEREAS, she was active in the Outcomes Assessment Committee, the Campus Advising Committee, and the Calendar Committee; and

WHEREAS, she served on the Café Committee for two years, helping to design the faculty-staff dining room; and

WHEREAS, she served on the Copyright Committee, the Writing Across the Curriculum Committee; and the Resource Priorities Committee, which she chaired for two years; and

WHEREAS, she participated in the United Way Campaign's Rockville College Bowl; and

WHEREAS, she has participated in national and chapter meetings of the American Association of Physics Teachers and the American Association of University Professors; and

WHEREAS, Professor Restorff served on the Academic Assembly for three years, including one year as vice chair; and

WHEREAS, she mentored numerous full-time and part-time faculty members and served as chair for full-time faculty evaluation; and

WHEREAS, she was a member of the Campus Senate, where she received a commendation from the dean after serving as vice chair for two years and chair for two years; and

WHEREAS, Professor Restorff served two terms on the Faculty Congress and three terms on the Faculty Council, where she was vice chair; and

WHEREAS, Professor Restorff has been praised by her department chair and colleagues for her knowledge, capabilities, and conscientiousness; and

WHEREAS, her students at all levels have consistently held her in high regard for being well prepared, presenting material in an organized manner, treating them with respect, and creating a climate of active learning; 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 emeritus(a) with appropriate rank or title, subject to approval of the Board of Trustees; and

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

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

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Kathleen A. Restorff for her outstanding service 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 Kathleen A. Restorff be awarded the Bronze Medallion in recognition of her service to the College and community, and as an expression of the gratitude of the College for her dedication and professional commitment to the College; and be it further

Resolved, That Professor Kathleen A. Restorff 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 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 Professor Kathleen A. Restorff.

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

Resolution Number: **13-06-089**
Adopted on: **6/24/2013**

Agenda Item Number: 7Mviii
June 24, 2013

Subject: Retirement Recognition and Award of Bronze Medallion to Dr. Leben Wee

WHEREAS, Dr. Leben Wee has served Montgomery College with dedication for more than 42 years as a full-time faculty member and retired from the College as of June 1, 2013; and

WHEREAS, Dr. Wee taught pre-algebra, elementary algebra, intermediate algebra, survey of college mathematics, introduction to probability, elements of statistics, elements of mathematics I, II, and III for elementary education majors, elementary applied calculus, pre-calculus, calculus I and II, multivariable calculus, differential equations, and linear algebra to more than 10,000 students; and

WHEREAS, she authored an extensive pamphlet on using MATLAB software in the linear algebra course; and

WHEREAS, she received an Faculty Outstanding Service Award for 2005 in recognition of her exceptional teaching and her "sustained contributions to her department, the campus, the College, and the community"; and

WHEREAS, Dr. Wee served on the Full-time Faculty Selection and Scheduling committee, Part-time Faculty Selection and Scheduling committee, and Peer Evaluation committee, helping to assure the success of the mathematics department; and

WHEREAS, she served on selection committees for the mathematics department's office assistant and for the instructional dean of science, engineering, and mathematics; and

WHEREAS, she supported additional mathematics department committees, including the Schedule Revision, Scholarship, Hearts and Flowers, and Finance committees; and

WHEREAS, she served on the Academic Appeals committee and the Academic Assembly; and

WHEREAS, Dr. Wee served as the faculty advisor to the United Chinese Student Club on the Rockville Campus; and

WHEREAS, she assisted with Sonya Kovalevsky Day activities from 2004 to 2009, encouraging eighth-grade girls to consider careers in mathematics-related fields; and

WHEREAS, she taught in the Adventure in Science program at the National Institute of Standards and Technology; and

WHEREAS, she participated in conferences of the Mathematical Association of America, the American Mathematical Society, the American Mathematical Association of Two-Year Colleges, and the International Conference on Technology in Collegiate Mathematics; and

WHEREAS, she chaired elements of statistics and elementary calculus I courses, and co-chaired elementary algebra courses; and

WHEREAS, Dr. Wee has been described by her department chair and peers as a dedicated and exemplary instructor who clearly explains concepts, demonstrates patience, welcomes questions, maintains high standards, and has gained both the respect and the good will of her students; and

WHEREAS, she has been recognized for her mathematical expertise, being known as one of the few faculty members who can teach any mathematics course Montgomery College offers; and

WHEREAS, her students at all levels have consistently held her in high regard for her thorough preparation, personable disposition, tireless patience, contagious enthusiasm, and ongoing support for their continued pursuit of learning; and

WHEREAS, College policy provides that all faculty members holding faculty rank who retire with a minimum of 10 years' service with Montgomery College shall be designated faculty emeritus(a) 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 Dr. Leben Wee on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Dr. Leben Wee for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Dr. Leben Wee be awarded the Bronze Medallion in recognition of her service to the College and community, and as an expression of the gratitude of the College for her dedication and professional commitment to the College; and be it further

Resolved, That Dr. Leben Wee 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 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 Dr. Leben Wee.

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

Resolution Number: **13-06-090**
Adopted on: **6/24/2013**

Agenda Item Number: 7N
June 24, 2013

Subject: Award of Silver Medallion and Emeritus Status to Trustee Stephen Z. Kaufman

WHEREAS, the Governor of the State of Maryland appointed Mr. Stephen Z. Kaufman to the Board of Trustees of Montgomery College on July 1, 2001, for a six-year term; and

WHEREAS, the Governor of the State of Maryland reappointed Mr. Kaufman for a second six-year term beginning July 1, 2007, during which time he served as an exemplary Trustee; and

WHEREAS, Mr. Kaufman has served the Montgomery College community with distinction and dedication, consistently demonstrating his belief in and understanding of the guiding principles of governance, scholarship, good stewardship, and a commitment to the fundamental mission of community colleges; and

WHEREAS, during his 12 years on the Board of Trustees, Mr. Kaufman was elected as second vice chair and first vice chair each for two years and as chair of the Board from 2011–2013 and played a major role in many of the Board’s advocacy efforts with the state and county; and

WHEREAS, Mr. Kaufman was appointed to the Board by virtue of his career experiences as a attorney and has worked to advance, improve, and increase numerous projects at the College; and

WHEREAS, Mr. Kaufman participated in the 2003 Association of Community College Trustees’ National Conference in Denver, Colorado, as a panelist to share the vision and plan for the Montgomery College Life Sciences and Technology Park along with President Emeritus Hercules Pinkney, Trustee Emeritus Michael Lin, Executive Director of The Universities of Shady Grove Stewart Edelstein, and former director of Montgomery County Department of Economic Development David Edgerley; and

WHEREAS, Mr. Kaufman led the presidential search for the College’s ninth president, Dr. DeRionne P. Pollard, with whom he quickly established an exemplary and cohesive working relationship that has positioned the College for a strong future; and

WHEREAS, together with Dr. Pollard since 2010, Mr. Kaufman led the board to achieve many significant accomplishments, which include increased professional development opportunities, conversations with all constituents, a participatory governance model, *Montgomery College 2020*, entrepreneurial partnerships, support for the Maryland Dream Act, and an annual self-evaluation process; and

WHEREAS, Mr. Kaufman, along with Dr. Pollard, College administrators, faculty, staff, and representatives from county agencies, participated in a community college symposium in New Delhi, India, sponsored by the US India Education Foundation Fulbright Commission to investigate opportunities for a faculty and student exchange program to build trade and economic partnerships in emerging markets; and

WHEREAS, the Board of Trustees, under the leadership of Mr. Kaufman and together with Dr. Pollard, were recognized by the American Association of Community Colleges (AACC) by being named one of five finalists in the Exemplary CEO/Board category at the AACC's inaugural Awards of Excellence in April, 2013; and

WHEREAS, Mr. Kaufman has served the College well in deliberations regarding all matters, but especially those related to advocacy, partnerships with community organizations, global initiatives, and supporting higher education in Montgomery County; and

WHEREAS, Mr. Kaufman has been at the forefront of education for students at all levels, his tireless advocacy on behalf of the College has helped to enhance and stabilize local public funding for the College, especially during times of limited fiscal resources; and

WHEREAS, Mr. Kaufman has a strong belief in the importance of education, developed a passion for the mission of community colleges, and has been active in community college philanthropy and education for 27 years; and

WHEREAS, Mr. Kaufman served as director of the Montgomery College Foundation from 1988–2003 and was at the forefront of the Gudelsky Expansion Project; and

WHEREAS, Mr. Kaufman has generously supported many Montgomery College Foundation initiatives such as the David and Dorothy Multz Davidson Scholarship, Montgomery College Foundation Golf Classic, the Montgomery Women Student Leadership Award, the Israel Ballet Fund, the Montgomery College Fund, the Takoma Park Expansion Project, the Robert E. Parilla Community Leadership Endowment, and the Paul Peck Humanities Institute; and

WHEREAS, Mr. Kaufman has demonstrated his outstanding leadership skills in the community as a senior partner with Linowes and Blocher Attorneys at Law and a community advocate; and

WHEREAS, Mr. Kaufman has a stellar career as an attorney who focuses on municipal law, land use and eminent domain, and has represented many private and publicly owned development, financial, and retail companies throughout the Baltimore/Washington region; and

WHEREAS, Mr. Kaufman has lectured on and authored legislation in the areas of adequate public facilities, infrastructure finance, and zoning and land use classifications, and has served as an adjunct professor of law; and

WHEREAS, Mr. Kaufman's integrity, wise counsel, dependability, and devotion to and sincere concern for the welfare of all members of the College community, have immeasurably contributed to the decisions of the Board of Trustees, and these qualities displayed during 12 years of distinctive service will be sorely missed by the Board and the president of the College; and

WHEREAS, College procedures allow that all Trustees completing at least one full six-year term of service are eligible for Trustee emeritus/emerita status at the time of their retirement from the Board, and such status shall be granted by a majority affirmative vote of the current Board of Trustees; and

WHEREAS, College procedures allow for the awarding of a Silver Medallion in recognition of documented truly outstanding service to the College, the academic profession, the county, the state, or the nation; and

WHEREAS, the members of the Board of Trustees of the College recommend this recognition on the occasion of Mr. Stephen Z. Kaufman's completion of his second term on the Board; now therefore be it

Resolved, That the members of the Board of Trustees of Montgomery College express their sincere appreciation and gratitude to Mr. Stephen Z. Kaufman for his conscientious and significant contributions to Montgomery College, the Montgomery College Foundation, its Board of Trustees, its students, faculty, staff, and alumni, its community, and the citizens of Montgomery County, and that the Board extends to him its best wishes for his continued good health, happiness, and prosperity, and invites his continued support of the College in the years ahead; and be it further

Resolved, That Mr. Stephen Z. Kaufman is granted the status of Trustee Emeritus, and that he be accorded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That in recognition of his dedicated service and association with Montgomery College, the Montgomery College Foundation, and Montgomery County, Mr. Stephen Z. Kaufman is awarded the Silver Medallion for sustained and exemplary outstanding service; 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 Silver Medallion be presented to Mr. Stephen Z. Kaufman.

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

Agenda Item Number: 8
June 24, 2013

**INCREASE IN EXPENDITURE AUTHORIZATION LIMIT FOR USE OF THE
TRANSPORTATION FACILITIES CAPITAL PROJECTS FUND**

BACKGROUND

The Transportation Fund was established by the Board of Trustees in June 2004 in order to provide funds for future transportation projects and related costs such as facilities enhancements to parking lots, enforcement, administration, security, and Ride On and shuttle services. The fund was established by means of a transportation fee assessed to students on a per-credit hour basis as an appropriate mechanism to pay for transportation-related projects. In April 2007, the Board of Trustees increased the transportation fee from \$2 to \$4/credit hour to support the construction of a parking garage on the west side of the Takoma Park/Silver Spring Campus. Bonds were issued by the Montgomery County Revenue Authority on behalf of the Montgomery Community College Foundation, Inc. to support the construction of the garage. The source of funds for the annual debt service costs on the revenue bonds is lease payments made by the College to the Foundation from the Transportation Fund for the use of the garage.

The College is allowed to withdraw, under specified conditions, amounts in the Transportation Fund that can be used for transportation-related projects. In June 2008, the Board of Trustees established a new fund for this purpose titled "The Transportation Facilities Capital Projects Fund" to receive funds withdrawn from the Transportation Fund when all of the specified conditions have been met. The Transportation Facilities Capital Projects Fund has all of the use restrictions and approval requirements that were initially attached to the Transportation Fund.

The revenue stream flowing into the Transportation Fund is sufficient to cover all bond-related costs for the new Takoma Park/Silver Spring garage and has generated additional fund balance over the years for both future transportation-related construction projects and the other basic transportation-related expenditures originally authorized by the Board of Trustees. Excess funds are "swept" twice a year from the Transportation Fund into the Transportation Facilities Capital Projects Fund. During the growth period of these funds, expenditures were restricted by the Bond Trustee to the bond-related expenditures and the fee paid to Montgomery County Ride On to provide reduced rate transportation to registered Montgomery College students. The other transportation-related expenditures were temporarily moved to the College's operating budget.

In November 2010, with sufficient fund balance available and a stable revenue stream, the Board of Trustees authorized the resumption of charging all transportation-related expenditures to the Transportation Facilities Capital Projects Fund. The original Board authorization for these expenditures had been \$1,000,000. At the time, this amount was sufficient to cover all authorized costs and still accumulate fund balance for future large transportation projects.

In April 2011, however, the College was notified by the Montgomery County Department of Transportation (MCDOT) that the cost of the Montgomery College Ride On U-Pass program would increase from \$638,000 per year to \$1,048,000 per year for FY12. Subsequent negotiations with MCDOT reduced the increase to \$748,000 for FY12. As a result of this

unanticipated fee increase and the need to lease additional student parking spaces in Germantown and provide shuttle services from the Germantown Campus to new leased parking spaces during the construction of the Bioscience Education Center, an increase in the annual expenditure authorization from the Transportation Facilities Capital Projects Fund from \$1,000,000 per year to \$1,200,000 per year is requested. Sufficient funds are available to support this increase and still allow the fund balance to gradually increase. The cost effectiveness of Montgomery College's continued participation in this program will be studied this year in light of MCDOT increasing the U-Pass fee to \$1,258,000 in FY13 and notifying the College that another increase was anticipated in FY14. The College will plan for a 10 percent increase until the exact increase is known. That would bring the total U-Pass cost to \$1,383,800.

RECOMMENDATION

It is recommended that the Board of Trustees authorize an increase in the expenditure authorization for the Transportation Facilities Capital Projects Fund for expenditures for transportation-related facilities enhancements to parking lots, enforcement, administration, security, and the Ride On U-Pass program and potential shuttle bus services from \$1,000,000 to \$1,745,800 per year.

BACK-UP INFORMATION

Board Resolution

SENIOR RESPONSIBLE ADMINISTRATOR

Dr. Janet Wormack

RESOURCE PERSONS

Mr. Sorrell
Ms. Sherman
Dr. Yeatts

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

Resolution Number: **13-06-091**
Adopted on: **6/24/2013**

Agenda Item Number: 8
June 24, 2013

Subject: Increase in Expenditure Authorization Limit for Use of the Transportation Facilities Capital Projects Fund

WHEREAS, on June 21, 2004, by Board Resolution #04-78, the Board of Trustees authorized the establishment of the Transportation Fund (a/k/a Transportation Enterprise Fund) to collect revenue from transportation fees in order to pay for transportation-related projects and related costs; and

WHEREAS, funds from the Transportation Fund fee could only be expended with prior specific approval by the Board of Trustees which included an authorization for transportation-related expenditures up to \$1,000,000 per year; and

WHEREAS, on April 18, 2007, by Board Resolution #07-04-045, the Board of Trustees increased the Transportation Fund Fee to support the financing of parking garage construction through the College Foundation; and

WHEREAS, on December 10, 2007, by Board Resolution #07-12-151, the Board of Trustees approved a transaction for the development, construction, and leasing of a parking facility, access road improvement, and a chilled water production facility on the Takoma Park/Silver Spring Campus which outlined the agreements for the financing of the West Garage project through the Montgomery College Foundation, Inc., where it was noted that the garage would be leased to the Foundation and leased back to the College for use after the construction of the parking garage; and

WHEREAS, the College is allowed to withdraw from the Transportation Fund, under specified conditions, amounts in the Fund if all lease payments and other obligations then due and payable have been met; and

WHEREAS, on June 16, 2008, by Board Resolution #08-06-068, the Board of Trustees established a new fund titled The Transportation Facilities Capital Projects Fund to receive such funds withdrawn from the Transportation Fund when the specified conditions have been met and amounts withdrawn are transferred; and

WHEREAS, expenditures from the fund were limited starting in FY08 in order to secure the revenue stream required by the Bond Trustee to support the issuance of revenue bonds and to begin to build fund balances to support future projects with the exception that the Bond Trustee allowed the Ride On bus fee to continue to be charged to the fund; and

WHEREAS, on November 15, 2010, by Board Resolution #10-11-084, the Board authorized the resumption of charging other transportation-related costs to the Transportation Capital Projects Fund without affecting the bond payments or the accumulation of fund balance because the revenue stream and fund balances were at a sufficient level; and

WHEREAS, Montgomery County Ride On fees have increased such that the expenditure authorization limit must be increased from \$1,000,000 to \$1,745,800 in order to cover all transportation-related costs; and

WHEREAS, the chief business officer certifies that increasing the transportation-related expense authorization limit from \$1,000,000 to \$1,745,800 in the Transportation Facilities Capital Projects Fund is fiscally possible; and

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

Resolved, That the Board of Trustees hereby authorizes an increase in the expenditure authorization limit for FY14 from \$1,000,000 to \$1,745,800 per year for use of the Transportation Facilities Capital Projects Fund for charges for transportation-related costs as originally authorized by Resolution #04-78, namely transportation-related facilities enhancements to parking lots, enforcement, administration, security, and Ride On and shuttle bus services; and be it further

Resolved, That these funds continue to be expended only as authorized in Board Resolutions #04-78, #07-04-045, #07-12-151, #08-10-124, and 10-11-084; and be it further

Resolved, That the use of these funds for future transportation-related projects, such as construction of new garages, continue to be expended only with the prior approval of each project by the Board of Trustees.

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

Agenda Item Number: 9
June 24, 2013

**AUTHORIZATION FOR AWARD OF CONTRACT
ARCHITECTURAL AND ENGINEERING DESIGN SERVICES
GERMANTOWN CAMPUS SCIENCES AND APPLIED STUDIES BUILDING RENOVATION
(BID NO. 613-003)**

BACKGROUND

This contract award provides architectural and engineering design services for phase 1 of the renovation and major addition to the Sciences and Applied Studies Building (SA) on the Germantown Campus. Once renovated, SA will support the physics, engineering, and mathematics disciplines in a two-phase renovation. Phase 1 includes the renovation of the second floor of the building and provision of a 30,000 gross square foot addition, as well as a new building entrance to the south onto the new campus quadrangle created with the adjacent, and currently under construction, Bioscience Education Center. The budget for the phase 1 renovation and addition is approximately \$28,000,000. The phase 2 renovation of the first floor of SA will be separately funded in the future once the various student services units occupying this floor are relocated to a new student services center sometime after FY21. Overall, the state-approved program for the SA renovation will provide the campus with a three-building complex (the other two being the new Bioscience Education Center and the existing High Technology & Science Center) supporting the sciences, technology, engineering, and mathematics programs.

In March 2011, the facilities office prepared a facilities construction program for the SA renovation and major addition project. The facilities construction program is also the scope of services advertised for this authorization for award of a design services contract. The project was advertised on April 10, 2013. Since the Board of Trustees does not meet again until September and time is of the essence if the project design is to be initiated this summer, the Board of Trustees is being asked to authorize the president to make the award once the proposals are received and evaluated.

The recommended not-to-exceed contract amount is based on the level of design funding in the current Capital Budget.

RECOMMENDATION

It is recommended that the Board of Trustees, contingent upon the approval by the State of Maryland, authorize the president to appoint the project architect and to award a design services contract not-to-exceed \$4,277,000 for the phase 1 renovation and major addition to the Sciences and Applied Studies Building.

BACKUP INFORMATION

Board Resolution

SENIOR RESPONSIBLE ADMINISTRATOR

Dr. Wormack

RESOURCE PERSONS

Mr. Johnson

Dr. Yeatts

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

Resolution Number: **13-06-092**
Adopted on: **6/24/2013**

Agenda Item Number: 9
June 24, 2013

Subject: Authorization for Award of Contract, Architectural and Engineering Design Services, Germantown Campus, Sciences and Applied Studies Building Renovation, Bid 613-003

WHEREAS, in accordance with the amended and approved Facilities Master Plan for the Germantown Campus, the vice president of facilities and security requests an authorization for the appointment of an architectural and engineering services consultant for the design and construction of the phase 1 renovation and major addition to the Sciences and Applied Studies Building on the Germantown Campus and an authorization for the approval of an architectural and engineering services contract for phase 1 design and construction administration services for the renovation and major addition to the Sciences and Applied Studies Building on the Germantown Campus; and

WHEREAS, the director of procurement certifies that project specifications were developed by appropriate College staff; and

WHEREAS, a request for proposal for architectural and engineering services was publicly advertised on April 10, 2013, in the *Washington Post*, *Baltimore Sun*, and the area *Journal Newspapers*; published by McGraw Hill Construction Dodge and Reed Construction Data; and posted on the Montgomery College procurement web site, two State of Maryland web sites, and the Montgomery County web site; and

WHEREAS, responses to the request for proposal were submitted to the Office of Procurement on April 22, 2013; and

WHEREAS, in conformance with the College's consultant selection process, a selection committee composed of representatives of the Germantown Campus and Facilities Office will review and evaluate all of the project submissions, conduct interviews with selected firms, and, based on a final evaluation, recommend a firm as project architect; and

WHEREAS, based upon this recommendation, the Facilities staff will negotiate a final fee for architectural and engineering professional design services for the phase 1 renovation and major addition to the Sciences and Applied Studies Building on the Germantown Campus; and

WHEREAS, the vice president of finance/chief financial officer certifies that, contingent upon state approval and based on the FY13 capital budget, the College may award a design services contract for the renovation and major addition to the Sciences and Applied Studies Building as recommended; and

WHEREAS, due to the critical nature of proceeding with the design of the phase 1 renovation and major addition to the Sciences and Applied Studies Building and that a contract award cannot wait until the next scheduled Board of Trustees meeting in September; and

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

Resolved, That the president, contingent upon approval by the State of Maryland, is authorized to approve both an appointment as project architect for the phase 1 renovation and major addition to the Sciences and Applied Studies Building and a contract not-to-exceed \$4,277,000 for design and construction administration services for the phase 1 renovation and major addition to the Sciences and Applied Studies Building on the Germantown Campus; and be it further

Resolved, That, upon receipt of the necessary approvals, the president is authorized to execute a contract on behalf of the College for architectural and engineering design services for the phase 1 renovation and major addition to the Sciences and Applied Studies Building on the Germantown Campus.

Resolved, That an agenda item to affirm the results of the award will be submitted to the Board of Trustees in the fall.

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

Agenda Item Number: 10
June 24, 2013

**AWARD OF CONTRACT
FOOD AND VENDING SERVICES
BID NUMBER 513-024**

BACKGROUND

The director of Auxiliary Services has requested a collegewide contract for food, catering, and vending services for students, faculty, and staff since the current contract expires on June 30, 2013. At its June 2005 meeting by Board resolution #05-50, the Board of Trustees approved an award of contract for these services. As a revenue generating contract, for the last five years, the College received a return of \$818,004 from the current food and vending services, which includes two percent of net sales (gross sales less taxes) for food and catering services, and 26.5 percent of vended snacks and coffee services. Under the new contract, the College will receive four percent of net sales (gross sales less taxes) for food and catering services and 30.5 percent of vended snacks and coffee services. Additionally, the College will receive \$485,000 for facility upgrades, \$50,000 for in-kind catering support and a \$75,000 continuity bonus.

On January 18, 2013, a request for proposal was issued. Five responses, including three no-bids were received February 22, 2013. All responses were evaluated based on established criteria. A committee consisting of Auxiliary Services staff and College stakeholders reviewed and evaluated all submitted proposals. Compass Group (Chartwells Division), Rye Brook, New York was the highest ranked responsible vendor meeting all College requirements.

RECOMMENDATION

It is recommended that the Board of Trustees approve an award of contract for food, catering, and vending services to Compass Group (Chartwells Division), Rye Brook, New York, for a five-year term beginning July 1, 2013, for an annual estimated monetary contribution to the College in the amount of \$184,600. In addition, the College will receive \$485,000 for facility upgrades, \$50,000 of in-kind catering support, and a \$75,000 continuity bonus. The total five-year financial commitment to the College is \$1,533,000.

BACKUP INFORMATION

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

SENIOR RESPONSIBLE ADMINISTRATOR

Dr. Wormack

RESOURCE PERSONS

Mr. Johnson

Dr. Carey-Fletcher

Mr. Sorrell

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

Resolution Number: **13-06-093**
Adopted on: **6/24/2013**

Agenda Item Number: 10
June 24, 2013

Subject: Award of Contract, Food and Vending Services, Bid Number 513-024

WHEREAS, the director of auxiliary services has requested a collegewide contract for food, catering, and vending services for students, faculty, and staff since the current contract expires on June 30, 2013; and

WHEREAS, under the current contract and for the last five years, the College received a return of \$818,004 from the food and vending services, which included two percent of net sales (gross sales less taxes) for food and catering services, and 26.5 percent of vended snacks and coffee services; and

WHEREAS, under the new contract, the College will receive four percent of net sales (gross sales less taxes) for food and catering services, 30.5 percent of vended snacks and coffee services, \$485,000 for facility upgrades, \$50,000 for in-kind catering support and a \$75,000 continuity bonus; and

WHEREAS, the total five-year financial commitment to the College is \$1,533,000; and

WHEREAS, the director of procurement certifies that specifications were developed by appropriate College staff; and

WHEREAS, pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), a request for proposal was publicly advertised in a County newspaper on January 18, 2013; posted on the College Procurement, Montgomery County, and state of Maryland websites; emailed to nine companies; and downloaded by 35 firms; and

WHEREAS, five responses including three no-bids were received on February 22, 2013; and

WHEREAS, upon evaluation it was determined that the proposal submitted by Compass Group (Chartwells Division), Rye Brook, New York, was the highest evaluated responsible vendor meeting College requirements; and

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

Resolved, That a contract for food and vending services be awarded to Compass Group (Chartwells Division), Rye Brook, New York, for a five-year period, for an annual estimated monetary contribution to the College in the amount of \$184,600.

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

Agenda Item Number: 11
June 24, 2013

**CHANGE ORDER APPROVAL
BIOSCIENCE EDUCATION CENTER PHASE 2
BUILDING, GATEWAY SIGNAGE, AND ROAD CONSTRUCTION –
REGULATORY AUTHORITY CHANGES, GERMANTOWN CAMPUS**

BACKGROUND

In June 2012, a \$58,843,000 contract was awarded by the Board of Trustees to Clark Construction Group LLP, for the Bioscience Education Center Phase 2 Building, Gateway Signage, and Road Construction project. This contract provides for construction of the new Bioscience Education Center building which contains class labs, classrooms, faculty and staff office space and a conference center, as well as provides for the extension of Goldenrod Lane from its current terminus to join with the new extension of Observation Lane from Middlebrook Road.

During the permitting process for the Goldenrod Lane Extension portion of the project, not completed until after contract award, regulatory authorities mandated changes to roadway and utility grading, utility service distribution design, retaining wall construction systems and storm water management systems. These changes alter excavation requirements within the work area, improve erosion and sediment controls used during construction, provide for higher quality retaining wall systems types, and ease maintenance requirements for storm water systems. Minor landscape and lighting plan changes are necessary to coordinate with the changes. This roadway is scheduled to be dedicated to public use and must fully satisfy regulatory authority design requirements. Lower cost solutions are not available for consideration.

Contract document changes were prepared by the project design team in consultation with Central Facilities staff and issued to the contractor for action and pricing. The contractor's initial cost proposal of \$597,244 was evaluated by Facilities staff and the project design team and subsequent negotiation resulted in agreement on a revised change order cost of \$499,000. Work can be completed with no change in project schedule, presuming notice to proceed is timely received.

Authorization in support of this change is required immediately in order to enable firm direction with regard to on-going site work activities. Deferring action would result in suspension of work and adversely affect project schedule and cost.

To date, one change order has been issued for this project and sufficient funds are available for this work in the FY13 capital budget Bioscience Education Center project. Board of Trustees approval is required for all capital budget construction change orders at or above \$250,000.

RECOMMENDATION

It is recommended that the Board of Trustees approve a \$499,000 construction change order to Clark Construction LLP for the Goldenrod Lane extension regulatory authority changes for the Bioscience Education Center Phase 2 Building, Gateway Signage and Road Construction project.

BACK-UP INFORMATION

Board Resolution

SENIOR RESPONSIBLE ADMINISTRATOR

Dr. Wormack

RESOURCE PERSONS

Dr. Yeatts

Ms. Sherman

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

Resolution Number: **13-06-94**
Adopted on: **6/24/2013**

Agenda Item Number: 11
June 24, 2013

Subject: Change Order Approval, Bioscience Education Center Phase 2 Building, Gateway Signage and Road Construction – Regulatory Authority Changes, Germantown Campus

WHEREAS, the interim senior vice president of administrative and fiscal services requests approval of a change order for regulatory authority changes for the Bioscience Education Center Phase 2 Building, Gateway Signage, and Road Construction on the Germantown Campus; and

WHEREAS, on June 11, 2012, by Board Resolution #12-06-038, the Board of Trustees awarded a construction contract valued at \$58,843,000 to the Clark Construction Group LLP for the Bioscience Education Center Phase 2 Building, Gateway Signage, and Road Construction project; and

WHEREAS, a change order authorization is required to enable firm direction with regard to on-going site work activities; and

WHEREAS, deferring action would further adversely affect project schedule and cost; and

WHEREAS, Board approval is required for capital budget construction change orders valued at or above \$250,000; and

WHEREAS, the vice president of finance/chief financial officer certifies that funds are available in the FY13 capital budget Bioscience Education Center project to enable the College to award the contract change order as recommended; and

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

Resolved, That a contract change order in the amount of \$499,000 for providing all necessary materials, labor, equipment, and insurance for Goldenrod Lane extension regulatory authority changes for the Bioscience Education Center Phase 2 Building, Gateway Signage, and Road Construction on the Germantown Campus be awarded to the Clark Construction Group LLP of Bethesda, Maryland; and be it further

Resolved, That the president is authorized to sign the change order on behalf of the Board of Trustees.

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

Agenda Item Number: 12A
June 24, 2013

**APPROVAL OF THE
MONTGOMERY COLLEGE DIVERSITY PLAN**

BACKGROUND

In 2008, Maryland House Bill 905 and Senate Bill 438 Education Article, Annotated Code of Maryland, §11-406 (b) (1) (iii) were passed. With the passing of these two bills, legislation requires each private and public institution of higher education in the state of Maryland to develop and implement a plan for a program of cultural diversity, as well submit the plan to the Maryland Higher Education Commission (MHEC). Accordingly, MHEC has required that each institution's "cultural diversity plan" include the following:

1. Each institution should provide a summary of their institutional plan to improve cultural diversity as required by Education §11-406. Include all major goals, areas of emphasis, and strategy for implementation. Also provide an explanation of how the plan and progress are being evaluated, and indicate where progress has been achieved and areas where continued improvement are needed.
2. Each institution should describe efforts to increase the numerical representation of traditionally underrepresented groups among 1) students, 2) administrative staff, and 3) faculty. This section of your report should detail initiatives designed to recruit and retain traditionally underrepresented students, staff, and faculty. Focus on both campus-wide and program specific initiatives.
3. Each institution should describe efforts designed to create positive interactions and cultural awareness among students, faculty, and staff on campus. This section of your report should detail 1) faculty and staff cultural training programs, 2) curricular initiatives that promote cultural diversity in the classroom, and 3) co-curricular programming for students.
4. If needed, each institution should also describe other initiatives that are central to their cultural diversity plan that are not captured in Sections 2 and 3.

The aforementioned legislation includes a proviso that,

Each public institution must submit its plan to its governing board for its review. Thereafter, the governing board must submit a progress report on the institution's implementation of the plan to the Maryland Higher Education Commission (MHEC) by September 1. The Maryland Higher Education Commission must review the progress report and monitor compliance with the diversity goals of the State Plan for Higher Education; and MHEC must report to the General Assembly on the extent to which the institutions are in compliance with the diversity goals of the State Plan for Higher Education.

Pursuant to the requirements of this legislation and MHEC guidance, Montgomery College developed a diversity plan. To develop the plan, the Office of Equity and Diversity established a Diversity Plan Committee. The committee was comprised of a broad cross-section of the College's key stakeholders — appointed by each senior vice president, each governance council, and each campus and Workforce Development & Continuing Education vice president and provost. Dr. Eun-Woo Chang and Dr. Clarice Somersall served as the committee co-chairs. The essential work of the committee was to actively, strategically pursue the next phase of the College's diversity and inclusion work by proposing the College's preferred future in that regard. As a result of the committee's work, the Montgomery College Diversity Plan: *Our College Roadmap for Ensuring and Sustaining Diversity and Inclusive Excellence* was developed — a multi-year action plan that will be implemented during FY14 – FY20. The plan identifies a current, relevant, measurable, and achievable preferred future for institutional diversity and inclusion that aligns with the five thematic areas of *MC 2020*. As a complement to *MC 2020*, the plan specifically articulates the College's commitment to achieve diversity and inclusion and proposes strategies to actualize its commitment. In compliance with mandates as outlined by the state, the plan demonstrates the College's good faith efforts for removing barriers to expand and sustain diversity.

RECOMMENDATION

It is recommended that the Board of Trustees review and approve the Montgomery College Diversity Plan: *Our College Roadmap for Ensuring and Sustaining Diversity and Inclusive Excellence* and that the president forward it to the Maryland Higher Education Commission.

BACK-UP INFORMATION

Board Resolution

Montgomery College Diversity Plan: *Our College Roadmap for Ensuring and Sustaining Diversity and Inclusive Excellence* (Trustees only)

SENIOR RESPONSIBLE ADMINISTRATOR

Dr. Pollard

RESOURCE PERSON

Dr. Scott

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

Resolution Number: **13-06-095**
Adopted on: **6/24/2013**

Agenda Item Number: 12A
June 24, 2013

Subject: Approval of the Montgomery College Diversity Plan

WHEREAS, 2008 Maryland legislation requires the state's public and private colleges and universities to develop and implement a cultural diversity plan with evidence of measurable outcomes; and

WHEREAS, the Office of Equity and Diversity established a Diversity Plan Committee comprised of a broad cross-section of the College's key stakeholders — appointed by each senior vice president, each governance council, and each campus and Workforce Development & Continuing Education vice president and provost; and

WHEREAS, pursuant to the requirements of the state of Maryland legislation and the Maryland Higher Education Commission guidance, the Montgomery College Diversity Plan: *Our College Roadmap for Ensuring and Sustaining Diversity and Inclusive Excellence* was developed. The plan identifies a current, relevant, measurable and achievable preferred future for institutional diversity and inclusion that aligns with the five thematic areas of *MC 2020*; and

WHEREAS, the plan represents the College's commitment to actively and strategically pursue the next phase of the College's diversity and inclusion work and specifically articulates the College's commitment to achieve diversity and inclusion and proposes strategies to actualize its commitment; and

WHEREAS, the plan demonstrates the College's good faith commitment and efforts for removing barriers to expand and sustain diversity in compliance with mandates as outlined by the state; and

WHEREAS, the president recommends that the following be taken; now therefore be it

Resolved, That the attached Montgomery College Diversity Plan and its goals, objectives, and measurable outcomes be approved; and be it further

Resolved, That the plan be implemented effective July 1, 2013, and the plan be sent to the Maryland Higher Education Commission by September 1, 2013.

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

Agenda Item Number: 12B
June 24, 2013

APPROVAL OF BOARD PERSPECTIVES FOR FY13

BACKGROUND

Board Perspectives is an annual publication of the Montgomery College Board of Trustees. Published at the end of each fiscal year, *Board Perspectives* serves as a summary of the Board's work. In it, the Board reflects on the College and its leadership during the year and in looking back, it also considers important dynamics and issues in the College's future.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Board Perspectives for FY13.

BACK-UP INFORMATION

Board Resolution

Board Perspectives: New Beginnings (Board members only)

RESOURCE PERSON

Dr. Cain

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

Resolution Number: **13-06-096**
Adopted on: **6/24/2013**

Agenda Item Number: 12B
June 24, 2013

Subject: Approval of Board Perspectives for FY13

WHEREAS, Montgomery College desires to be a national leader in higher education; and

WHEREAS, this year marked the beginning of three key initiatives, each of which touches a core component of the institution; and

WHEREAS, together they represent three major forces at work in Montgomery College today: innovation, internal communication, and external influences; and

WHEREAS, the Board of Trustees is pleased that the College, the president, faculty members, staff members, administrators, and students have displayed the courage to blaze these new paths this year; now therefore be it

Resolved, That the Board of Trustees is confident that the president and the senior leadership team along with the entire College community will rise to the Board's expectations; and be it further

Resolved, That the Board of Trustees approves *Board Perspectives: New Beginnings*; and be it further

Resolved, That the president is asked to incorporate the directives in the document into College planning and decision-making during the coming year.