



**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
January 13, 2014**

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

Agenda Item Number: 7A
January 13, 2014

PERSONNEL ACTIONS CONFIRMATION REPORT

BACKGROUND

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

RECOMMENDATION

It is recommended that the Board adopt the attached report.

BACKUP INFORMATION

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

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSON

Ms. Porter

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

Resolution Number: **14-01-001**
Adopted on: **1/13/2014**

Agenda Item Number: 7A
January 13, 2014

Subject: Personnel Actions Confirmation

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

WHEREAS, The attached summary indicates related personnel actions taken by the College during the period from and including November 1, 2013, to and including November 30, 2013; and

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

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

Attachments

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From and Including November 1, 2013, to and including November 30, 2013

STAFF

STAFF EMPLOYMENTS

Effective

Date	Name	Position Title	Grade	Location
11/04/2013	De La Cruz, Ramon L	Human Resources Associate	G	Human Resources Dev & Engage - Central Admin
11/18/2013	Ferguson, Linwood M	Instructional Associate	H	Bus Science Math Tech Dean - GT
11/18/2013	Fian, Nguetta E	Instructional Assistant	G	CW Assessment Centers - RV
11/18/2013	Johnson, Surayya S	Enrollment Services Specialist	I	Admission & Enroll Mgt - GT
11/18/2013	Morgan, Renee	Administrative Aide II	G	Fine Perform Visual Arts - RV
11/04/2013	Moy, Angie O	Administrative Aide III	H	Facilities - Central Admin
11/04/2013	Netzel-Arnett, Sarah J	Instructional Associate	H	Health Sciences Dean - TP/SS
11/18/2013	Obando, Josue	Media Technology Specialist	H	OIT Academic Services - RV
11/18/2013	Ofiaza, Lino P	Building Equipment Mechanic	H	Facilities Operations - RV
11/04/2013	Robinson, Sharon	Campus Cashier	G	Business Services - RV
11/18/2013	Walker, Joyce D	ACES Readiness Coordinator	L	Sr VP for Academic Affairs GT

STAFF SEPARATIONS

Effective

Date	Name	Position Title	Grade	YOS	Location
11/29/2013	Turay, Ibrahim	Safety & Security Officer	E	3	Safety & Security Officer - RV

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	1	4	0	1	0	6
Male	0	3	1	1	0	5
TOTAL	1	7	1	2	0	11

STAFF SEPARATIONS: Ethnicity and Gender

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

FACULTY

FACULTY EMPLOYMENTS: None

FACULTY SEPARATIONS: None

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

Resolution Number: **14-01-002**
Adopted on: **1/13/2014**

Agenda Item Number: 8A
January 13, 2014

Subject: Retirement of Ms. Bhavna J. Desai

WHEREAS, Ms. Bhavna J. Desai served Montgomery College with enthusiasm and dedication for over 28 years as a full-time staff member in the Office of Information Technology and retired as of December 31, 2013; and

WHEREAS, She began her employment at Montgomery College as a temporary data entry operator, then worked as a trainee computer operator supporting the College's IBM mainframe, a computer operator supporting IBM and HP systems, and, in 1995, became a computer services specialist supporting the College's data center on the Rockville Campus; and

WHEREAS, Ms. Desai moved to the US from India with a bachelor's degree in food and nutrition, and then attended classes on weekends to obtain an associate's degree in computer operations from Montgomery College; and

WHEREAS, Ms. Desai has been a dependable team member and an invaluable asset to the Office of Information Technology; and

WHEREAS, Her colleagues will miss her initiative, enthusiasm, and high-quality work standards; and

WHEREAS, The interim senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Desai 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. Bhavna J. Desai 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. Bhavna J. Desai.

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

Resolution Number: **14-01-003**
Adopted on: **1/13/2014**

Agenda Item Number: 8B
January 13, 2014

Subject: Retirement of Mr. John E. Pattishall

WHEREAS, Mr. John E. Pattishall served Montgomery College with enthusiasm and dedication for more than 19 years as a full-time staff member and retired from the College as of January 1, 2014; and

WHEREAS, Mr. Pattishall served ably and effectively as an instructional assistant in the Computer Publishing and Printing Management program at the Gudelsky Institute for Technical Education; and

WHEREAS, He was responsible for the varied and complex printing equipment used by the students in the program, coordinated all equipment, serviced and maintained extensive supplies to ensure efficient equipment operation; and

WHEREAS, Mr. Pattishall taught a variety of classes in the printing program, drawing on more than 25 years of industry experience; and

WHEREAS, His thorough industry training with equipment manufacturers saved time and money in servicing and repair costs; and

WHEREAS, He provided exemplary service in liquidating the vast array of program equipment after much of it was no longer needed; and

WHEREAS, Mr. Pattishall helped the Montgomery County Correctional Center to expand the production capacity and training of its own printing operations; and

WHEREAS, Mr. Pattishall is highly regarded by colleagues and students for his valuable industry insights and his devotion to a smooth and meaningful student learning experience; and

WHEREAS, The senior vice president for academic affairs and the president of the College recommend this public recognition of Mr. John E. Pattishall 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. John E. Pattishall 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. John E. Pattishall.

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

Resolution Number: **14-01-004**
Adopted on: **1/13/2014**

Agenda Item Number: 8C
January 13, 2014

Subject: Retirement of Miriam S. Wilson

WHEREAS, Ms. Miriam S. Wilson served Montgomery College with enthusiasm and dedication as a full-time staff member in the Office of the Vice President and Provost on the Germantown Campus for 16 years and retired from the College as of June 1, 2013; and

WHEREAS, She supported the Office of the Vice President and Provost as an assistant and was subsequently promoted as an executive associate II on the Germantown Campus; and

WHEREAS, Ms. Wilson was a recipient of the 2009 Staff Recognition Award for her outstanding service; and

WHEREAS, Ms. Wilson assisted in the preparation of the celebration for the 25th Anniversary of the Germantown Campus and served with distinction on numerous committees including the Staff Excellence Award Committee as chair since its inception in 2011, Commencement Committee, Germantown Campus Council, Professional Week Coordinating Committee, Globe Staff Award Program as co-chair, and several staff selection committees; and

WHEREAS, The Germantown Office of the Vice President and Provost will miss Ms. Wilson's supportive and compassionate nature along with her unwavering passion and energy for her work; and

WHEREAS, The senior vice president for academic affairs and the president of the College recommend this public recognition of Ms. Miriam S. Wilson 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. Miriam S. Wilson for her many contributions to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting and a copy of this resolution be presented to Ms. Miriam S. Wilson.

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

Resolution Number: **14-01-005**
Adopted on: **1/13/2014**

Agenda Item Number: 8D
January 13, 2014

Subject: Retirement and Award of Emeritus Status to Dr. Warren H. Grant

WHEREAS, Dr. Warren H. Grant served Montgomery College with enthusiasm and dedication for 24 years as a full-time faculty member and retired from the College as of January 1, 2014; and

WHEREAS, Dr. Grant served ably and effectively as a professor of chemistry at the Rockville Campus, teaching Introduction to College Chemistry, Principles of Chemistry I, and Principles of Chemistry II; and

WHEREAS, Dr. Grant attended and engaged in professional conferences, applying what he learned to his classrooms; and

WHEREAS, He was an active member of the Rockville Consortium for Science and supported Rockville Science Day, serving on the Board of Directors of the organization that sponsored this annual event; and

WHEREAS, Dr. Grant helped select chemistry student tutors for the Math/Science Center at the Rockville Campus, served on faculty search committees, chaired a committee to evaluate faculty members, edited portions of the faculty handbook, and reviewed selected textbooks; and

WHEREAS, Dr. Grant mentored students, including students in the Biomedical Scholars Program, and participated in the NAACP-sponsored Academic Olympics; and

WHEREAS, He served on the Two-Year College Chemistry Consortium of the American Chemical Society, a committee primarily concerned with teaching chemistry at community colleges; and

WHEREAS, Dr. Grant is held in high regard by his colleagues and students as an energetic and confident professor who was well prepared, explained difficult concepts clearly, encouraged students to develop and apply critical thinking skills, maintained positive working relationships, created a relaxed but productive learning environment; and displayed a well-appreciated sense of humor; 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 Dr. Warren H. Grant 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. Warren H. Grant 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 Dr. H. Warren Grant 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 Dr. Warren H. Grant.

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

Resolution Number: **14-01-006**
Adopted on: **1/13/2014**

Agenda Item Number: 8E
January 13, 2014

Subject: Retirement and Award of Emeritus Status to Professor J. Stephen Newmann

WHEREAS, Professor J. Stephen Newmann served Montgomery College with enthusiasm and dedication for 12 years as a full-time English faculty member and retired from the College as of September 1, 2013; and

WHEREAS, Professor Newmann served as a writing center tutor and as an advisor for the Globe student newspaper; and

WHEREAS, Professor Newmann will be remembered as a teacher especially dedicated to the success of developmental students, as a mentor who was passionate about journalism, and as a colleague who sought to improve the writing centers and the working conditions of the 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(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 J. Stephen Newmann 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. Stephen Newmann for his distinguished and 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 J. Stephen Newmann 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. Stephen Newmann .

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

Resolution Number:

Agenda Item Number: 8F

Adopted on:

January 13, 2014

Subject: Retirement, Award of Emerita Status, and Award of Bronze Medallion to Dr. Mary Kay Abbey

WHEREAS, Dr. Mary Kay Abbey served Montgomery College with enthusiasm, dedication, and distinction for 31 years as a full-time faculty member and retired from the College as of June 1, 2013; and

WHEREAS, Dr. Abbey consistently provided wisdom and guidance to the faculty and to the department as chair of the Mathematics Department for six years; and

WHEREAS, She served ably and effectively as mathematics faculty member at the Takoma Park/Silver Spring Campus for 31 years; and

WHEREAS, She served on numerous College committees, was a longtime member of the commencement committee, and was instrumental in the Mathematics Redesign Taskforce; and

WHEREAS, She provided leadership to the College and served as an officer on numerous governance groups including the Campus Faculty Council and Faculty Senate, and the collegewide Academic Assembly and Faculty Council; and

WHEREAS, Dr. Abbey received two sabbatical awards during which she finished her doctorate and wrote a successful grant application; and

WHEREAS, Dr. Abbey served as a co-principal investigator on a National Science Foundation (NSF) Computer Science, Engineering, and Mathematics Scholarships/Science, Technology, Engineering and Mathematics grant and a co-principal investigator on two different NSF Course, Curriculum, and Laboratory Improvement (CCLI) grants; and

WHEREAS, She served on external committees affiliated with the Mathematical Association of America, including service as section officer and member of the national committee for Teacher Education and Undergraduate Teaching, and the American Mathematical Association of Two-Year Colleges' local arrangements committee; and

WHEREAS, Dr. Abbey is fondly remembered for her numerous contributions to the mathematics discipline and, in particular, the Takoma Park/Silver Spring Mathematics Department and for her commitment to students and student success; 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 Dr. Mary Kay Abbey 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. Mary Kay Abbey 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 Dr. Mary Kay Abbey 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 Dr. Mary Kay Abbey is awarded the Bronze Medallion in recognition of her distinguished service to the College, and as an expression of gratitude for her dedication and professional commitment to the College; and be it further

Resolved, That this resolution become part of the minutes of this Board of Trustees meeting, and a copy of this resolution and the Bronze Medallion be presented to Dr. Mary Kay Abbey.

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

Resolution Number: **14-01-008**
Adopted on: **1/13/2014**

Agenda Item Number: 8G
January 13, 2014

Subject: Retirement, Award of Emeritus Status, and Award of Bronze Medallion to Dr. Robert K. Brenneman

WHEREAS, Dr. Robert K. Brenneman served Montgomery College with dedication for eight years as a full-time faculty member in the Chemistry Department at the Rockville Campus, having served previously as a part-time instructor, and retired from the College as of June 1, 2013; and

WHEREAS, Dr. Brenneman taught chemistry courses, including Introductory Chemistry, Principles of Chemistry, General Chemistry for Engineers, and Chemistry and Society; and

WHEREAS, He prepared chemistry course schedules, recruited faculty, and prepared faculty teaching assignments; and

WHEREAS, He served as chair of the Rockville Chemistry Department, as well as Rockville Interim Instructional Dean in the Science, Engineering and Mathematics Area; and

WHEREAS, He helped to secure Lumina Foundation grant funding for the General Chemistry Curriculum Revision Project; and

WHEREAS, He participated in the Academic Leadership Program and attended symposia on science education; and

WHEREAS, Dr. Brenneman facilitated chemistry discipline meetings and hosted a two-year College Chemistry Consortium Conference on the Rockville Campus; and

WHEREAS, He was an active member of the American Chemical Society; and

WHEREAS, He established and guided committees leading to improvements in Chemistry Department safety procedures and inventory systems, and provided training to faculty and staff in the use of common software packages to improve activity scheduling; and

WHEREAS, Dr. Brenneman supported Science Bowl and Rockville Science Day activities and conducted "Super Sunday" reviews for Chemistry Department final exams; and

WHEREAS, He organized and staffed Chemistry Department information tables at enrollment and majors day events, and represented the Chemistry Department at Rockville honors courses information sessions; and

WHEREAS, He was a member of the faculty advising cadre providing student advising in the Rockville counseling offices; and

WHEREAS, Dr. Brenneman attended and contributed to strategic planning retreats for the College and the Rockville Campus; and

WHEREAS, Dr. Brenneman chaired and served on search committees for faculty and staff positions, and served on the collegewide Curriculum Committee; and

WHEREAS, He served as project shepherd for the new Science Center at the Rockville Campus and for the renovation of science buildings on the Campus; and

WHEREAS, Colleagues have described Dr. Brenneman as a devoted teacher who planned his classes thoroughly, presented course material logically, offered clear definitions of concepts, encouraged student participation, and managed time well; and

WHEREAS, His students at all levels have consistently held him in high regard for treating them with respect, showing concern for them, being available outside of class, and encouraging them to think; and

WHEREAS, The interim senior vice president for academic affairs and the president of the College recommend this public recognition of Dr. Robert K. Brenneman 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. Robert K. Brenneman 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. Robert K. Brenneman 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 Dr. Robert K. Brenneman 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 and the Bronze Medallion be presented to Dr. Robert K. Brenneman.

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

Resolution Number: **14-01-009**
Adopted on: **1/13/2014**

Agenda Item Number: 8H
January 13, 2014

**Subject: Retirement, Award of Emerita Status, and Award of Bronze Medallion to
Professor Bette J. Daudu**

WHEREAS, Professor Bette J. Daudu served Montgomery College with enthusiasm and dedication for 24 years as a full-time faculty member and retired from the College as of June 1, 2013; and

WHEREAS, She provided wisdom and guidance as chair of the Department of English, Foreign Languages, Philosophy and the American English Language Program (AELP) at the Takoma Park/Silver Spring Campus; and

WHEREAS, She was an exemplary instructor in two disciplines teaching courses in the American English Language Program and in English, and was coordinator of American English Language II; and

WHEREAS, In her constant pursuit of excellence in the classroom, she developed a handbook for AELP faculty, was instrumental in course redesign of the English 101A competency exam, created professional development materials and workshops for faculty, and was an inaugural member of the Takoma Park/Silver Spring Campus advising cadre, and created a handbook for effective advising of English for Speakers of Other Languages and developmental English students; and

WHEREAS, She was a compassionate advocate for student immigrants and refugees, working closely with the Maryland Office of Refugee Affairs and developing professional development workshops and teacher training materials for "Generation 1.5" students; and

WHEREAS, Professor Daudu received a Montgomery College Outstanding Faculty Service Award for her dedication to Montgomery College students and campus leadership; and

WHEREAS, She was a Critical Literacy Fellow, Learning Community pioneer and advocate, and conducted teacher training workshops for Montgomery County Public Schools teachers; and

WHEREAS, She held memberships in Teachers of English to Speakers of Other Languages and the National Council of Teachers of English and presented academic papers at key professional conferences such as Calibrated Peer Review at UCLA and Brooklyn College; and

WHEREAS, She served on the Curriculum Committee, Disciplinary Committee, Writing Across the Discipline Committee; and

WHEREAS, She represented the Takoma Park/Silver Spring Campus on numerous collegewide committees including the Faculty Issues Committee, Strategic Planning Committee, First Year Experience Committee, and the Scheduling Committee; and

WHEREAS, Professor Daudu has held various leadership positions in governance including vice president of the Academic Assembly, Chair of the Faculty Council, and inaugural member of the Takoma Park/Silver Spring Campus Council; and

WHEREAS, She earned the respect and gratitude of students whom she taught, mentored and coached; and

WHEREAS, Professor Daudu is well known for her advocacy for student success and faculty professional development and will be deeply missed by her students and colleagues in the Department of English, Reading, World Languages, the American English Language Program, and Women's and Gender Studies at the Takoma Park/Silver Spring Campus; 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, College policy provides for the awarding of a Bronze Medallion to recognize distinguished service to the College; and

WHEREAS, The interim senior vice president for academic affairs and the president of the College recommend this public recognition of Professor Bette J. Daudu 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 Bette J. Daudu 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 Bette J. Daudu 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 Professor Bette J. Daudu 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 and the Bronze Medallion be presented to Professor Bette J. Daudu.

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

Resolution Number: **14-01-010**
Adopted on: **1/13/2013**

Agenda Item Number: 81
January 13, 2014

Subject: Retirement and Award of Emerita Status and Bronze Medallion to Ms. Donna L. Dimon

WHEREAS, Ms. Donna L. Dimon served Montgomery College with enthusiasm and dedication for 21 years as a full-time staff member and retired from the College as of May 31, 2013; and

WHEREAS, Ms. Dimon served as the chief budget officer and played a key role in developing, monitoring and advocating for the College's budget throughout her career, and oversaw the internal audit management function; and

WHEREAS, Ms. Dimon worked tirelessly to ensure successful budget implementation by soliciting advice from faculty and staff about mission critical services for the budget, presenting the budget, and assisting the College community and county in understanding the budgetary needs of the College, Ms. Dimon advised the leadership on the county and state budget guidelines and revenue projections; and

WHEREAS, Ms. Dimon received recognition for her exemplary budget planning and advocacy, efforts; she also participated in many advisory groups and College committees, including the President's Advisory Committee, the President's Planning Council, the Budget Reduction Advisory Taskforce Group, the Banner Finance Implementation Team, the Auxiliary Services Advisory Committee, the MC/MCPS Partnership Project, the Continuing Education Oversight Committee, the governance Operational Services Council, and many other taskforces, advisory groups, and search committees; and

WHEREAS, Ms. Dimon received an outstanding service award from staff, faculty, and colleagues who recognized her advocacy and budget administration efforts in support of the College goals and objectives; and

WHEREAS, Ms. Dimon's passion and commitment to the mission of the College and to higher education enabled her to play a pivotal role in the growth and development of the College; and

WHEREAS, Ms. Dimon demonstrated leadership by leading the planning and budgeting process team, developing the salary modeling program and the long-range budget plan model, and presenting and advocating for the College's annual budget with decision makers at the county and state; and

WHEREAS, As a trusted leader, Ms. Dimon held to steadfast principles and maintained excellent working relations with individuals within the College and representatives of Montgomery County Government regarding issues of mutual interest; and

WHEREAS, Ms. Dimon was known in the College community as an avid listener, an excellent resource for understanding complicated budget matters, an advocate for student success, and an enthusiastic supporter of the College and its leadership team; and

WHEREAS, The Board of Trustees policy provides that administrative staff who retire with a minimum of 10 years service as an administrator with Montgomery College shall be designated administrator emeritus(a) with appropriate title, subject to the approval of the Board of Trustees; and

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

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

WHEREAS, In recognition of her long-time loyalty and invaluable service, the president of the College now therefore recommends that Ms. Donna L. Dimon be awarded the Bronze Medallion as acknowledgement of her contributions of the College on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Ms. Donna L. Dimon 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 becomes 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. Donna L. Dimon.

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

Resolution Number: **14-01-011**
Adopted on: **1/13/2014**

Agenda Item Number: 8J
January 13, 2014

Subject: Retirement, Award of Emerita Status, and Award of Bronze Medallion Dr. Maria Helena Donahue

WHEREAS, Dr. Maria Helena Donahue has served Montgomery College with enthusiasm and dedication for 30 years as a full-time faculty member and retired from the College as of June 1, 2013; and

WHEREAS, she consistently provided wisdom, leadership, and guidance to the faculty and college as the American English Language Program (AELP) Coordinator at the Takoma Park/Silver Spring Campus, collegewide co-coordinator of Learning Communities, and acting associate dean of Arts, Humanities, and Social Sciences at Takoma Park/Silver Spring; and

WHEREAS, She was an exemplary instructor in three disciplines teaching courses in AELP, French, and English; and was coordinator of Reading 101, and the English 101/101A competency exam; and

WHEREAS, She was a visionary and pioneer who was part of the collegewide Assessment Committee that piloted and implemented Accuplacer, served on the English as a Second Language Ad Hoc Committee that revised the AELP program, and was an inaugural faculty member at the Macau Millennium College in China; and

WHEREAS, Dr. Donahue served as the Takoma Park/Silver Spring Campus faculty representative on the General Education Committee, coordinated the inaugural Montgomery College Cherry Blossom Conference on Critical Thinking, and served on the executive committee of the Interdisciplinary Studies Institute; and

WHEREAS, Dr. Donahue received a Montgomery College Outstanding Faculty Service Award, a National Institute for Staff and Organizational Development Award, and a Montgomery College Above and Beyond Award for her dedication to Montgomery College students and campus leadership; and

WHEREAS, She was a Critical Literacy Fellow, a Cultural Pluralism Fellow, and was awarded two sabbaticals—one for developing instructional materials for Reading 101, and one for completing her dissertation in applied linguistics at Georgetown University; and

WHEREAS, She maintained memberships in and presented academic papers at key professional organizations including Teachers of English to Speakers of Other Languages, the National Council of Teachers of English, and the American Studies Association; and

WHEREAS, Dr. Donahue was the editor of a Middle States Self-Study report and co-chaired a Middle States Self-Study work group; and

WHEREAS, She served as a faculty assistant to the Dean of Arts, Humanities, and Social Sciences at Takoma Park/Silver Spring and served on President Charlene Nunley's Council for the 21st Century; and

WHEREAS, She earned the respect and gratitude of students whom she taught, mentored and coached; and

WHEREAS, Dr. Donahue is well known for her advocacy for student success and faculty professional development and will be deeply missed by her students and colleagues in the Department of English, Reading, World Languages, the American English Language Program, and Women's and Gender Studies at the Takoma Park/Silver Spring Campus; 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, College policy provides for the awarding of a Bronze Medallion to recognize distinguished service to the College; and

WHEREAS, The interim senior vice president for academic affairs and the president of the College recommend this public recognition of Dr. Maria Helena Donahue 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. Maria Helena Donahue 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 Dr. Maria Helena Donahue 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 Dr. Maria Helena Donahue 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 and the Bronze Medallion be presented to Dr. Maria Helena Donahue.

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

Resolution Number: **14-01-012**
Adopted on: **1/13/2014**

Agenda Item Number: 8K
January 13, 2014

**Subject: Retirement, Award of Emeritus Status, and Award of Bronze Medallion to
Professor Frederick A. Howell**

WHEREAS, Professor Frederick A. Howell has served Montgomery College with dedication and distinction for 27 years as a full-time faculty member and retired from the College as of June 1, 2013; and

WHEREAS, Professor Howell taught an array of computer publishing and printing courses including graphic arts photography; stripping and platemaking; printing production management; introduction to Quark XPress; introduction to desktop publishing; and desktop publishing II; and

WHEREAS, He served as chair of the Computer Publishing and Printing Management Program, created and implemented initiatives with the business community that made the program an integral part of local printing industry training; and

WHEREAS, Professor Howell received the Faculty Outstanding Service Award in 1993; and

WHEREAS, He received a letter of appreciation from the senior vice president for academic and student services honoring his professionalism and diligence in printing, publishing, and distributing volunteer brochures for nonprofit groups; and

WHEREAS, His department also provided training to commercial printers and government agencies, including the Bureau of Printing and Engraving; and

WHEREAS, Professor Howell mentored many students and placed them in positions at area printing companies; and

WHEREAS, He conducted tours for groups interested in technical programs at the College; and

WHEREAS, He served on search committees for faculty members and administrators, as well as on the Student Conduct Committee and the Rockville Student Appeals Committee; and

WHEREAS, He served the community by lecturing to community groups as part of the Montgomery College Speakers Bureau; by speaking to and participating in programs for the League of Women Voters of Montgomery County, Maryland; and

WHEREAS, He pioneered the transition of printing and publishing courses from analog to digital formats, introduced new computer labs and support equipment to the department, and introduced printing students to web-based document creation; and

WHEREAS, Professor Howell has been described by his colleagues as an exemplary teacher who exhibits exceptional knowledge of his discipline and who inspires his students to excel; and

WHEREAS, His students at all levels have consistently held him in high regard for his thorough preparation, his clear presentations, his enthusiasm for his subject, and his approachable teaching style; 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 interim senior vice president for academic affairs and the president of the College recommend this public recognition of Professor Frederick A. Howell 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 Frederick A. Howell 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 Frederick A. Howell 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 Frederick A. Howell 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 Frederick A. Howell.

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

Resolution Number: **14-01-013**
Adopted on: **1/13/2014**

Agenda Item Number: 8L
January 13, 2014

**Subject: Retirement, Award of Emerita Status, and Award of Bronze Medallion to
Professor Charlotte Q. Jacobsen**

WHEREAS, Professor Charlotte Q. Jacobsen served Montgomery College with dedication and distinction for 33 years as a full-time faculty member and retired from the College as of June 1, 2013; and

WHEREAS, Professor Jacobsen taught traditional classroom, online, and televised business and economics courses including personal finance, introduction to business, principles of economics I, and principles of economics II, and presented personal finance classes through a Montgomery College program at a county correctional facility; and

WHEREAS, She planned and conducted orientation sessions each semester for new and returning part-time faculty, as well as special events for Rockville Campus adjuncts, chairs, and administrators; and

WHEREAS, Professor Jacobsen demonstrated exemplary organizational skills as the coordinator for business administration and management courses; and

WHEREAS, She served as coordinator of the Rockville Campus evening and weekend office, where she supported daily personnel and scheduling issues; and

WHEREAS, Professor Jacobsen started and edited the part-time faculty newsletter, developing it into a collegewide electronic publication that brought part-time faculty more fully into the college community; and

WHEREAS, She supported the Center for Teaching and Learning by communicating with Rockville Campus chairs and deans about student and faculty issues that arose outside of usual campus working hours; and

WHEREAS, She served as a member of the advising cadre, trained faculty advisers, and assisted counseling faculty with advising cadre work during periods of peak demand; and

WHEREAS, She served on the College Benefits Committee, the Committee for Space Utilization at the Rockville Campus, the Montgomery College Speakers Bureau, and the Montgomery College/Montgomery County Public Schools Cluster Advisory Board for Business as co-convener; and

WHEREAS, Professor Jacobsen was held in high regard by her colleagues and her students as an innovator who provided opportunities for student interaction, fostered student participation, encouraged students to think, and brought current events and speakers into the classroom; 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 distinguished service to the College; and

WHEREAS, The interim senior vice president for academic affairs and the president of the College recommend this public recognition of Professor Charlotte Q. Jacobsen 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 Charlotte Q. Jacobsen 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 Charlotte Q. Jacobsen is 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 Charlotte Q. Jacobsen 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 Charlotte Q. Jacobsen.

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

Agenda Item Number: 10
January 13, 2014

**WASHINGTON SUBURBAN SANITARY COMMISSION
SANITARY SEWER EASEMENT AT THE GERMANTOWN CAMPUS**

BACKGROUND

The BRL Holdings, LLC, of Germantown, Maryland, is the owner/developer of a restaurant project on Frederick Road (Maryland Route 355). The attached campus map shows the location of the project, and a sanitary sewer easement area requested by BRL Holdings.

According to the requirements of the Washington Suburban Sanitary Commission (WSSC), the development of this project is contingent upon the receipt of an easement from the College for the benefit of WSSC in its construction and maintenance of a sanitary sewer connection to the project. The request is for a WSSC easement to construct a sanitary sewer extension on the eastern boundary of the Germantown Campus to provide sewer service to the project. The College has anticipated easement requests of this nature and, in fact, multiple sanitary sewer easements have been granted in the past for sewer connections to properties along MD 355. The total area of this sewer easement is 297 square feet (sf) or 0.0068 acre of land.

College staff has reviewed and found the plans for installing a sanitary sewer extension to be an appropriately engineered solution to the requirement to provide sanitary sewer service to the project. In addition, the easement location is at the periphery of the Germantown Campus and is entirely within the Gunner's Branch flood plain and within typical setback restriction areas such that the requested easement location cannot be considered a buildable site by the College. The requested easement location does not conflict with the College's master plan for the Germantown Campus. The Facilities Office has reviewed property values for the Germantown area with a local real estate firm and concluded that the fair market value of undeveloped residential-zoned property in the Germantown area is \$7.50 per square foot. The easement requested for WSSC is 297 square feet, which results in a fair market value of \$2,227.50 (297 sf x \$7.50). As the easement request is not a fee simple acquisition and is located entirely within the 100-year flood plain along Gunner's Branch, the standard approach is to reduce the fair market value by 75 percent. The value of the easement requested by WSSC is, therefore, set at \$556.87 (\$2,227.50 x .25).

The last time the Board acted on an easement request was in December 2010 when a water main easement was approved along with the future Observation Drive "right-of-way" near the Germantown Campus. In accordance with past practice by the state of Maryland, this easement request does not require Board of Public Works approval.

RECOMMENDATION

It is recommended that the Board approve this request for easement.

BACKUP INFORMATION

Board Resolution
Exhibit A (Trustees only)
Exhibit B (Trustees only)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSONS

Dr. Yeatts
Mr. Sorrell

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

Resolution Number: **14-01-014**
Adopted on: **1/13/2014**

Agenda Item Number: 10
January 13, 2014

Subject: Washington Suburban Sanitary Commission Sanitary Sewer Easement at the Germantown Campus

WHEREAS, The BRL Holdings, LLC, of Germantown, Maryland, has requested of the College for the benefit of the Washington Suburban Sanitary Commission (WSSC) the grant of a permanent right-of-way to construct and install a sanitary sewer extension and appurtenances thereto to serve a project located on Frederick Road (Maryland Route 355) on property owned by BRL Holdings, LLC (L.38902 F.77; Parcel #09-00768025); and

WHEREAS, The proposed right-of-way is consistent with the site development approval requirements imposed on BRL Holdings, LLC, by the Maryland-National Capital Park and Planning Commission and the Washington Suburban Sanitary Commission; and

WHEREAS, The proposed right-of-way does not disrupt nor is otherwise inconsistent with the College's master plan for the Germantown Campus; and

WHEREAS, The requested right-of-way is located on the east boundary of the Germantown Campus and totals 297 square feet or 0.0068 acre of land for the sanitary sewer extension right-of-way; and

WHEREAS, College staff have reviewed the information provided by the BRL Holdings, LLC, and have identified the land required for this right-of-way as follows:

BEING a strip or parcel of land located in the 9th Election District of Montgomery County, Maryland, running in, over, across, and through a portion of lands of the Board of Community College Trustees for Montgomery County, as shown on a Plat of Condominium Subdivision entitled, Montgomery College Germantown Campus, and is recorded among the Land Records of Montgomery County, Maryland on Plat number 10250. The said lands are also known as parcel N200 on Montgomery County tax map EU62. This easement is also shown on a drawing entitled "Exhibit B" recorded herewith.

and

WHEREAS, WSSC, its successor or assigns should indemnify, hold harmless, and defend the College against any and all loss, damage, claims, suits, payments, or other liabilities arising out of or in respect to the construction and installation of the sanitary sewer extension work required to serve the property located on Frederick Road (Maryland Route 355) adjacent to the Germantown Campus and/or arising out of or in respect to the installation and/or construction of any appurtenances thereto; and

WHEREAS, WSSC, its successor or assigns should indemnify, hold harmless, and defend the state of Maryland against any and all loss, damage, claims, suits, payments, or other liabilities arising out of or in respect to the construction and installation of the sanitary sewer extension work required to serve the property located on Frederick Road (Maryland Route 355) adjacent

to the Germantown Campus and/or arising out of or in respect to the installation and/or construction of any appurtenances thereto; and

WHEREAS, WSSC, its successors or assigns should agree that the construction and installation of the sanitary sewer extension work required to serve the property located on Frederick Road (Maryland Route 355) adjacent to the Germantown Campus and any installation, construction, reconstruction, maintenance, repair, operation, or inspection or inspection of the sanitary sewer and any appurtenances thereto shall not interfere with the activities or operations of the College; and

WHEREAS, WSSC should agree to restore the land as nearly as practicable to the condition, which existed at the commencement of construction, such restoration being acceptable to the College; and

WHEREAS, The easement should be recorded among the Land Records of Montgomery County, Maryland, at no cost to the College; and

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

Resolved, That the Board of Trustees grants a right-of-way and easement to the Washington Suburban Sanitary Commission for the installation, construction, reconstruction, maintenance, repair, operation, and inspection of a sanitary sewer extension and appurtenances thereto, within said easements and rights-of-way, together with the right of ingress and egress over said rights-of-way for said purposes, the said rights-of-way and easements being described as follows:

BEING a strip or parcel of land located in the 9th Election District of Montgomery County, Maryland, running in, over, across, and through a portion of lands of the Board of Community College Trustees for Montgomery County, as shown on a Plat of Condominium Subdivision entitled, Montgomery College Germantown Campus, and is recorded among the Land Records of Montgomery County, Maryland on Plat number 10250. The said lands are also known as parcel N200 on Montgomery County tax map EU62. This easement is also shown on a drawing entitled "Exhibit B" recorded herewith.

and be it further

Resolved, That the grant of the easement is subject to the execution of an agreement with the WSSC that contains the standard provisions generally required by the College under such circumstances; and be it further

Resolved, That any such agreement shall include a provision that the WSSC, its successor or assigns should indemnify, hold harmless, and defend the College against any and all loss, damage, claims, suits, payments, or other liabilities arising out of or in respect to the construction and installation of the sanitary sewer extension work required to serve the property located on Frederick Road (Maryland Route 355) adjacent to the Germantown Campus and/or arising out of or in respect to the installation and/or construction of any appurtenances thereto; and be it further

Resolved, That any such agreement shall include a provision that the WSSC, its successor or assigns shall indemnify, hold harmless, and defend the state of Maryland against any and all loss, damage, claims, suits, payments, or other liabilities arising out of or in respect to the construction and installation of the sanitary sewer extension work required to serve the property

located on Frederick Road (Maryland Route 355) adjacent to the Germantown Campus and/or arising out of or in respect to the installation and/or construction of any appurtenances thereto; and be it further

Resolved, That the WSSC, its successors or assigns shall agree that during the period of construction, the Commission and/or any contractor performing work on behalf of the Commission in connection with the construction and installation of the sanitary sewer extension work required to serve the property located on Frederick Road (Maryland Route 355) adjacent to the Germantown Campus shall not interfere with the activities or operations of the College; and be it further

Resolved, That the WSSC shall agree to restore the land as nearly as practicable to the condition, which existed at the commencement of construction, such restoration being acceptable to the College; and be it further

Resolved, That the BRL Holdings, LLC, or the WSSC shall record the easement among the Land Records of Montgomery County, Maryland, at no cost to the College; and be it further

Resolved, That the Board of Trustees accepts from the BRL Holdings, LLC, the amount of five hundred fifty-six and 87/100 dollars (\$556.87) for the above described right-of-way; and be it further

Resolved, That the chair of the Board of Trustees and the president of the College are authorized to execute any easement, right-of-entry, and/or other agreement documents necessary to implement the terms of this resolution.