



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

RECORD OF RESOLUTIONS

Central Services Building • Room CT S109 • 9221 Corporate Blvd, Rockville, MD 20850

This meeting was held via Zoom webinar
Call-in: 1-301-715-8592 • Webinar ID: 961 8225 8435

October 18, 2021 6:30 p.m.

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

Resolution Number: 22-10-010
Adopted on: 10/18/2021

Agenda Item Number: 5
October 18, 2021

Subject: Tribute to Professor Jaroslaw “Jarek” Michalonek

WHEREAS, Professor Jaroslaw “Jarek” Michalonek served Montgomery College with enthusiasm and dedication for more than 6 years on the Rockville Campus until his untimely death on September 2, 2021, which deeply saddened the College community; and

WHEREAS, Professor Michalonek taught in the English Language for Academic Purposes Program (ELAP) and became the course coordinator for ELAP’s capstone course and English Language Advanced Integrated Skills (ELAI 990); and

WHEREAS, Professor Michalonek was an MC-Smithsonian Faculty Fellow (2019), whose project was titled, "Stories without Words: Decoding American Identity through Portraiture," which investigated identity formation; and

WHEREAS, Professor Michalonek worked with his advanced reading students by visiting the National Portrait Gallery to decode and analyze artifacts’ perspectives on American culture; and

WHEREAS, Professor Michalonek demonstrated the highest level of commitment and professionalism in serving his students, discipline, department and College; and

WHEREAS, The senior vice president for academic affairs and the president of the College recommend this posthumous public recognition of Professor Michalonek; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to the friends and family of Professor Jaroslaw “Jarek” Michalonek for his outstanding service to the College and extend to them profound sympathy for the loss of their loved one; 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 the family of Professor Jaroslaw “Jarek” Michalonek.

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

Agenda Item Number: 8A
October 18, 2021

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 and Strategic Talent Management 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

Mr. Collette

RESOURCE PERSON

Ms. Walker

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

Resolution Number: 22-10-011
Adopted on: 10/18/2021

Agenda Item Number:
October 18, 2021

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 August 1, 2021, through August 31, 2021; 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 August 1, 2021, through August 31, 2021

STAFF

STAFF EMPLOYMENTS

Effective

Date	Name	Position Title	Grade	Department
08/09/2021	Amanpene, Rita Oppong	Cyber Risk & Compliance Analyst	33	OIT Central Administration
08/23/2021	Ballard-Eid, Amy L	Grants Compliance Specialist	27	Grants & Business Development
08/07/2021	Dukes, Charlene M	Interim President	X	President
08/09/2021	Fermo, Raymond	ATPA Embedded Coach	27	Achieving the Promise-ATP Academy
08/23/2021	McGill, Christina A	Early College Program Coord	27	Sr. VP for Academic Affairs

STAFF SEPARATIONS

Effective

Date	Name	Position Title	Grade	YOS	Department
08/31/2021	Chalkley, Patricia R ¹	Executive Associate II	27	30	Sr VP for Student Services
08/31/2021	Gilardi, M. Susana C ¹	Human Resources Associate	23	17	Human Resources/Strategic Talent Mgt
08/20/2021	Koh, Youching E ¹	College Architect	35	34	Facilities - Central Admin
08/06/2021	Marshall, LaShonda T	Financial Aid Counselor	27	1	Financial Aid
08/06/2021	Pollard, DeRionne P	President	X	11	President
08/13/2021	Regis, Joram R	Academic Coach	27	2	ACES-Achieving College Excellence & Success
08/31/2021	Schrack, Lynda I ¹	Program Coordinator	23	11	WDCE Central Administration
08/20/2021	Scrimenti, Santo A	Dir of Empl & Labor Relations	39	4	Human Resources/Strategic Talent Mgt
08/20/2021	Whitcomb, James M ¹	Energy Conservation Manager	33	36	Facilities - Central Admin

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Haw-PI	TOTAL
Female	1	3	0	0	0	0	4
Male	0	0	0	1	0	0	1
TOTAL	1	3	0	1	0	0	5

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Haw-PI	TOTAL
Female	2	2	1	0	0	0	5
Male	2	1	0	1	0	0	4
TOTAL	4	3	1	1	0	0	9

¹ Retirement

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From August 1, 2021, through August 31, 2021

FACULTY

FACULTY EMPLOYMENTS

Effective

Date	Name	Position Title	Location
08/23/2021	Bubb, Williams K	Associate Professor	ELAP, Linguistics & Comm Studies
08/23/2021	Charitable, Patricia	Assistant Professor	Health Sciences Dean
08/23/2021	Eivazi, Farnaz	Associate Professor	Engineering/Computer Sciences Dean
08/23/2021	Fillion, Elizabeth A	Associate Professor	Social Science Dean
08/23/2021	Francisco, Rashidah	Assistant Professor	Health Sciences Dean
08/23/2021	Gibbons, Kevin S	Associate Professor	Social Science Dean
08/23/2021	Hajghassem, Mona S	Associate Professor	Mathematics Dean
08/23/2021	Hurtado, Roberto A	Associate Professor	Humanities Dean
08/23/2021	Kefelegn, Metassebia A	Assistant Professor	Health Sciences Dean
08/23/2021	Lemma, Tesfaye W	Assistant Professor	Engineering/Computer Science Dean
08/23/2021	Lugosi, Erzsebet K	Associate Professor	Mathematics Dean
08/23/2021	Rastogi, Soumya	Associate Professor	Biology and Chemistry Dean
08/23/2021	Shurbaji, Eman M	Assistant Professor	ELAP, Linguistics and Comm Studies
08/23/2021	Thomas, Nichole G	Professor	Social Science Dean
08/23/2021	Trotter, Pamela B	Professor	Social Sciences Dean
08/23/2021	Tsai, Ping-Wei	Assistant Professor	Engineering/Computer Sciences Dean

FACULTY SEPARATIONS

Effective

Date	Name	Position Title	YOS	Department
08/20/2021	Flanary, Robin N ¹	Professor	16	Health Sciences Dean
08/20/2021	Gonzalez-Mills, Evelyn M ¹	Professor-N/T	21	CW Dean-Student Engag-TPSS Stu Svcs
08/20/2021	Howard, Joanna M ¹	Professor	20	English and Reading Dean
08/20/2021	Santos, Ionara C	Professor	12	Health Sciences Dean

FACULTY EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other	TOTAL
Female	5	5	0	2	0	0	12
Male	1	2	1	0	0	0	4
TOTAL	6	7	1	2	0	0	16

FACULTY SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Haw-PI	TOTAL
Female	2	0	2	0	0	0	4
Male	0	0	0	0	0	0	0
TOTAL	2	0	2	0	0	0	4

¹ Retirement

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

Resolution Number: 22-10-012
Adopted on: 10/18/2021

Agenda Item Number: 8B
October 18, 2021

**Subject: Retirement Resolution For Full-Time Faculty, Regular Administrative, Associate
And Support Staff**

WHEREAS, Full-time faculty, regular administrative, associate and support staff listed on the attached page(s) have retired from Montgomery College, and are being recognized for their years of service and dedication to the mission of the College; and

WHEREAS, These employees served Montgomery College with enthusiasm and dedication by making a significant contribution in empowering and enriching the lives of our students and the College community; and

WHEREAS, These employees have cumulatively provided 498 years of service and dedication to the College; now therefore be it

Resolved, That members of the Board of Trustees and the president of the College express their sincere appreciation to these employees for their outstanding service to the College and the community, and extend to them their best wishes that their 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 the employees on the attached list.

**RETIREMENT RESOLUTION FOR FULL-TIME FACULTY, REGULAR
ADMINISTRATIVE, ASSOCIATE AND SUPPORT STAFF**

NAME/JOB TITLE/ RETIREMENT DATE	CAMPUS/DEPARTMENT	YEARS OF SERVICE
Ms. Linda M. Friday Nursing Lab and Clinical Associate June 1, 2021	Takoma Park/Silver Spring Nursing	11
Ms. Trienne Glover Professor June 1, 2021	Takoma Park/Silver Spring English and Reading	18
Ms. Christine H. Harrison Professor June 1, 2021	Rockville Health Sciences	14
Ms. Chrissie P. Jones Administrative Aide II June 1, 2021	Westfield English and Reading	12
Mr. Brian D. Lapole Building Equipment Mechanic II June 1, 2021	Germantown Facilities Operations	10
Ms. Tuere Anne Marshall Professor June 1, 2021	Rockville English and Reading	12
Mr. Daniel G. Brigham Building Maint Mechanic Supervisor July 1, 2021	Germantown Facilities Operations	43
Ms. Violeta C. Castillo Instructional Assistant July 1, 2021	Rockville English and Reading	22
Ms. Valerie V. Collins Professor July 1, 2021	Rockville Student Services	20
Ms. Linda D. Hankey Administrative Aide II July 1, 2021	Rockville Social Sciences	35
Ms. Sharon E. Lamy Administrative Aide II July 1, 2021	Takoma Park/Silver Spring Student Engagement	21
Ms. Regina Manduley Budget and Finance Manager July 1, 2021	Central Services OIT	19

Mr. Roland B. Summers Building Services Worker July 1, 2021	Germantown Facilities Operations	13
Mr. David E. Wilbraham Electrician July 1, 2021	Rockville Facilities	32
Ms. Jacqueline G. Zappala Executive Associate I July 1, 2021	Central Services President's Office	19
Mr. Kraig M. Kinsey Interim Mail Supervisor August 1, 2021	Central Services Facilities	34
Mr. Stephen G. Thurston Professor August 1, 2021	English and Reading	23
Dr. Robin N. Flanary Professor September 1, 2021	Takoma Park/Silver Spring Health Sciences	16
Ms. M. Susana C. Gilardi Human Resources Associate September 1, 2021	Central Services HRSTM	17
Ms. Evelyn M. Gonzalez-Mills Professor September 1, 2021	Takoma Park/Silver Spring Student Engagement	21
Ms. Joanna M. Howard Professor September 1, 2021	Rockville English and Reading	20
Ms. Lynda I. Schrack Program Coordinator September 1, 2021	Germantown WDCE	11
Mr. James M. Whitcomb Energy Conservation Manager September 1, 2021	Takoma Park/Silver Spring Facilities	36
Ms. Patricia R. Chalkley Executive Associate II September 1, 2021	Rockville Student Services	19

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

Agenda Item Number: 9
October 18, 2021

**AWARD OF CONTRACT, BOILER REPLACEMENTS AT
THE CHARLENE R. NUNLEY STUDENT SERVICES CENTER AND
THE HEALTH SCIENCES CENTER,
TAKOMA PARK/SILVER SPRING CAMPUS, BID e622-003**

BACKGROUND

Request:	Boiler replacements in the Charlene R. Nunley Student Services Center as well as the Health Sciences Center on the Takoma Park/Silver Spring Campus
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services and the Vice President of Facilities
Award Type:	Competitive
Bid Number:	e622-003
Explanation of Request:	<p>The senior vice president for administrative and fiscal services and the vice president for facilities are requesting an award of contract for the replacement of boilers in the Charlene R. Nunley Student Services Center as well as the Health Sciences Center on the Takoma Park/Silver Spring Campus.</p> <p>The boilers that have been in existence for more than ten years has reached the end of their useful life expectancy. Due to the extremely limited availability of service providers and related parts, much needed repairs and maintenance may not be accomplished.</p> <p>The equipment replacement includes the demolition and removal of three existing boilers in the Student Service Center as well as two existing boilers in the Health Sciences Center, installation of new boilers, intake and exhaust pipes, piping, fittings, valves, and controls.</p> <p>Replacing this equipment will also contribute to energy savings by providing a more reliable boiler technology that can track a wider range of annual temperature requirements.</p>
Reason Being Brought to Board:	Board approval is required for bid awards valued over \$250,000.
Certification:	The director of procurement certifies that specifications and contract documents were, developed by appropriate College staff and the chief business/financial strategy officer certifies that planned expenditures are available in the FY22 capital budget.
Dollar Amount:	\$666,589
Vendor Name:	Patapsco Mechanical, LLC

Vendor Address:	7501 Connelley Drive, Suite I Hanover, Maryland 21076
Minority Status:	Non-Minority
Term of Contract:	One-time purchase

RECOMMENDATION

It is recommended that the Board of Trustees approve an award of contract to Patapsco Mechanical, LLC, of Hanover, Maryland, including all necessary materials, labor, equipment, supervision, bonds and insurance, for the boiler replacements for the Charlene R. Nunley Student Services Center as well as the Health Sciences Center on the Takoma Park/Silver Spring Campus, for a one-time purchase in the amount of \$666,589.

BACKUP INFORMATION

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

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Mills
Mr. Johnson

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

Resolution Number: 22-10-013
Adopted on: 10/18/2021

Agenda Item Number: 9
October 18, 2021

Subject: Award of Contract, Boiler Replacements at the Charlene R. Nunley Student Services Center and the Health Sciences Center, Takoma Park/Silver Spring Campus, Bid e622-003

WHEREAS, The senior vice president for administrative and fiscal services and the vice president for facilities are requesting an award of contract for the replacement of boilers in the Charlene R. Nunley Student Services Center as well as the Health Sciences Center on the Takoma Park/Silver Spring Campus; and

WHEREAS, Existing boilers located at these two locations were installed over ten years ago and have reached the end of their useful life expectancy; and

WHEREAS, Replacing this equipment will also contribute to energy savings by providing a more reliable boiler technology that can track a wider range of annual temperature requirements, and

WHEREAS, The director of procurement certifies that project specifications and drawings were developed by appropriate College staff and the chief business/financial strategy officer certifies that planned expenditures are available in the FY22 capital budget; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311 (c), a Request for Bid was publicly advertised on September 3, 2021, on the Montgomery College Procurement and eMaryland Marketplace websites; and

WHEREAS, 32 companies downloaded the solicitation from the Procurement website; and on September 28, 2021, five responses, including one vendor who was deemed non-responsive, were received by the Montgomery College Procurement department by 2 p.m. local time; and

WHEREAS, Following the evaluation of the price proposals and checking submitted references, it was determined that Patapsco Mechanical, LLC, of Hanover, Maryland, submitted the lowest base-bid price of \$666,589, and met all College specifications; and

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

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

Resolved, That the Board of Trustees approve an award of contract to Patapsco Mechanical, LLC, of Hanover, Maryland, including all necessary materials, labor, equipment, supervision, bonds and insurance, for the replacement of boilers in the Charlene R. Nunley Student Services Center as well as the Health Sciences Center on the Takoma Park/Silver Spring Campus, for a one-time purchase in the amount of \$666,589; and be it further

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