



**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
January 14, 2013**

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

Agenda Item Number: 9
January 14, 2013

**TUITION STATUS FOR DEFERRED ACTION FOR CHILDHOOD ARRIVAL AND
TEMPORARY PROTECTED STATUS STUDENTS**

BACKGROUND

Based upon current information and analysis, including review by outside counsel, the College believes that Deferred Action for-Childhood Arrival (DACA) and Temporary Protected Status (TPS) students are eligible for the in-county tuition rate, separate from students covered by the Maryland Dream Act.

RECOMMENDATION

It is recommended that the Board of Trustees adopt this action.

BACKUP INFORMATION

Policy 45003–Determination of Applicable Tuition and Fees Rates; State Aid

SENIOR RESPONSIBLE ADMINISTRATOR

Dr. Walker-Griffea

RESOURCE PERSONS

Ms. Gregory
Mr. Sorrell

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

Resolution Number: **13-01-001**
Adopted on: **1/14/2013**

Agenda Item Number: 9
January 14, 2013

**Subject: Tuition Status for Deferred Action for Childhood Arrival and Temporary
Protected Status Students**

WHEREAS, based upon current information and analysis, the College believes that Deferred Action for Childhood Arrival (DACA) and Temporary Protected Status (TPS) students are eligible for the in-county tuition rate, separate from students covered by the Maryland Dream Act; now therefore be it

RESOLVED, That DACA and TPS students are eligible for residence-based tuition rates provided that the affected students satisfy the College's other normal residency criteria; and be it further

RESOLVED, That the Board authorizes the president to take the necessary action to implement this resolution.

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

Agenda Item Number: 7
January 14, 2013

PERSONNEL ACTIONS CONFIRMATION REPORT

BACKGROUND

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

RECOMMENDATION

It is recommended that the Board adopt the attached report.

BACKUP INFORMATION

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

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Jones

RESOURCE PERSON

Ms. Espinosa

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

Resolution Number: **13-01-002**
Adopted on: **1/14/2013**

Agenda Item Number: 7
January 14, 2013

Subject: Personnel Actions Confirmation

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

WHEREAS, the attached summary indicates related personnel actions taken by the College during the period from and including November 1, 2012, to and including November 30, 2012; and

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

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

Attachment

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From and Including November 1, 2012, to and Including November 30, 2012

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Location
11/05/2012	Betsey, Daniel	Purchasing Agent	J	Procurement Office
11/19/2012	Jenkins, Charles M	Instructional Assistant	G	Science Math Engineering RV
11/19/2012	Kandel, Melanie J	Donor Relations Director	N	Advancement - Development
11/19/2012	Karn, Jamie R	Campus Planner	K	Facilities Office - Central Admin
11/19/2012	Mazziotta, Ari A	Swimming Pool Operator	G	Facilities Office - Central Admin
11/19/2012	Relunia, Mark A	Safety & Security Officer	E	Facilities Security - RV
11/19/2012	Rognrud, Carol D	Dir of Dev & Exec Dir MC Found	P	Advancement - Development
11/19/2012	Sierra, Mary G	Student Life Manager	L	CW Dean Stu Success-RV Stu Services
11/19/2012	Tart, Stuart C	Associate Development Manager	K	Advancement - Development
11/19/2012	Wray, Stanley T	Dir of Col Libraries & Info Sv	P	Library - Central

STAFF SEPARATIONS

11/15/2012	Bellamy, Christopher R	Analyst-Programmer	L	OIT Central Administration
11/19/2012	Droubi, Kathryn F ¹	Office Associate	E	Business Mgt Info Sci Dean - RV
11/12/2012	Hicks, Michelle R	Administrative Aide II	G	Health Sciences Dean - TP/SS
11/21/2012	Hill, M E	Library Technical Services Mgr	M	Library - Central
11/19/2012	Johnson, Lisa M	Administrative Aide II	G	Business Mgt Info Sci Dean - RV
11/15/2012	Mengistu, Misiker T	Safety & Security Officer	E	Facilities Security - TP/SS

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	3	0	0	0	0	3
Male	5	2	0	0	0	7
TOTAL	8	2	0	0	0	10

STAFF SEPARATIONS: Ethnicity and Gender

¹ Deceased

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

FACULTY

FACULTY EMPLOYMENTS: None

FACULTY SEPARATIONS: None

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

Resolution Number: **13-01-003**
Adopted on: **1/14/2013**

Agenda Item Number: 8A
January 14, 2013

Subject: Retirement of Mr. Samuel B. Anderson

WHEREAS, Mr. Samuel B. Anderson served Montgomery College with enthusiasm and dedication for over 20 years as a full-time staff member and retired from the College on January 1, 2013; and

WHEREAS, having started his career as casual temporary in building services on the Rockville Campus, Mr. Anderson advanced to a full-time position as building services worker II (lead) in the Facilities Office. He advanced again to become a building services supervisor on the Rockville Campus; and

WHEREAS, he has provided over 20 years of excellent customer service to the College community and provided noteworthy logistical, planning, and supervisory leadership that enabled the Facilities Office to fulfill its mission; and

WHEREAS, he has been an outstanding member of the Facilities Office of the Rockville Campus and has received numerous letters of appreciation and an Outstanding Service Award; and

WHEREAS, his colleagues will truly miss his collegial spirit and customer service focus in supporting students, faculty, and staff; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Mr. Anderson 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. Samuel B. Anderson for his contributions 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. Samuel B. Anderson.

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

Resolution Number: **13-01-004**
Adopted on: **1/14/2013**

Agenda Item Number: 8B
January 14, 2013

Subject: Retirement of Ms. Sherralyn S. Bassey

WHEREAS, Ms. Sherralyn S. Bassey served Montgomery College with enthusiasm and dedication for over 26 years as a full-time staff member and retired from the College as of January 1, 2013; and

WHEREAS, Ms. Bassey has consistently contributed to the success of the Workforce Development & Continuing Education through dedication and commitment to student success; and

WHEREAS, Ms. Bassey was the first Workforce Development & Continuing Education customer service coordinator; and

WHEREAS, Ms. Bassey's experience in the noncredit program area provided a valuable perspective when she entered her customer service registration role of Workforce Development & Continuing Education; and

WHEREAS, Ms. Bassey helped to define important payment, registration, and refund processes for noncredit students in the Workforce Development & Continuing Education unit; and

WHEREAS, the senior vice president for academic affairs and the president of the College recommend this public recognition of Ms. Sherralyn S. Bassey 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. Sherralyn S. Bassey 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. Sherralyn S. Bassey.

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

Resolution Number: **13-01-005**
Adopted on: **1/14/2013**

Agenda Item Number: 8C
January 14, 2013

Subject: Retirement of Ms. Shirley J. Bliss

WHEREAS, Ms. Shirley J. Bliss served Montgomery College with enthusiasm and dedication for 11 years and retired from the College as of January 1, 2013; and

WHEREAS, Ms. Bliss began her employment at Montgomery College as a part-time adjunct counselor and later moved into a full-time position as a job opportunity coordinator in career services; and

WHEREAS, Ms. Bliss encouraged, supported, and inspired thousands of students to find jobs and career direction by providing education and guidance on career decision-making, resume development, networking, interviewing, and job-seeking skills; and

WHEREAS, she developed new employment workshops, established a system for tracking services delivered, and was the catalyst for a series of staff development programs that resulted in nationally recognized certifications for a number of staff members; and

WHEREAS, Ms. Bliss received an Outstanding Service Award in 2011, completed Montgomery College's Leadership Development Institute, and earned the designations of Certified Resume Writer, Certified Employment Interview Professional, Certified Career Coach, as well as a Certificate of Completion for Strong Interest Inventory Program; and

WHEREAS, she served on the Germantown Career Team, College Area Review Career Services Committee, and assisted students in securing foundation grants; and

WHEREAS, Ms. Bliss made presentations at national conferences, including the National Career Development Conference, the FYE Conference, and the 4-H Conference, as well as local workshops, including the Montgomery College Annual Scholarship Conference, and Montgomery College Staff Professional Development Day; and

WHEREAS, her colleagues will miss her infectious spirit of enthusiasm for helping students, her quest to always learn and grow, and her collaborative can-do attitude; and

WHEREAS, the senior vice president for student services and the president of the College recommend this public recognition of Ms. Shirley J. Bliss 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. Shirley J. Bliss 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. Shirley J. Bliss.

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

Resolution Number: **13-01-006**
Adopted on: **1/14/2013**

Agenda Item Number: 8D
January 14, 2013

Subject: Retirement of Mr. Robert Covell

WHEREAS, Mr. Robert Covell has served Montgomery College with dedication for more than 31 years and retired from the College as of October 1, 2012; and

WHEREAS, in his capacity as a grounds maintenance worker (1980–1985) and construction trades worker (1985–2012) in the Facilities Office, he provided a valuable service to students, faculty, and staff through his assistance in maintaining a clean appearance of grounds on the Germantown Campus, and, more recently, in contributing towards the timely completion of numerous renovation projects in a professional manner on all three campuses; and

WHEREAS, as a designated essential personnel staff member, Mr. Covell worked on the snow removal crews at the College, many times after putting in a full day on the in-house construction crew, so that offices and classes could open on time during inclement weather conditions; and

WHEREAS, Mr. Covell was an asset to the Facilities Office and received many compliments on numerous renovation projects; and

WHEREAS, his service to students, faculty, and staff was always helpful and delivered with cheerfulness, courtesy, and professionalism; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Mr. Robert Covell 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. Robert Covell 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 be presented to Mr. Robert Covell.

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

Resolution Number: **13-01-007**
Adopted on: **1/14/2013**

Agenda Item Number: 8E
January 14, 2013

Subject: Retirement of Ms. Jann E. Logan

WHEREAS, Ms. Jann E. Logan served Montgomery College with enthusiasm and distinction for over 23 years as a full-time staff member and retired from the College on January 1, 2013; and

WHEREAS, Ms. Logan provided over 23 years of excellent customer service to both the College community and external community members as facilities scheduling assistant, and later as the community use scheduler, at the Rockville Campus; and

WHEREAS, she has been an outstanding member of the Facilities Office of the Rockville Campus and has received numerous letters of appreciation and an Outstanding Service Award; and

WHEREAS, her colleagues will miss her flexibility and collegial spirit of supporting students, faculty, and staff; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Logan 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. Jann E. Logan for her contributions to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further be

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. Jann E. Logan.

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

Resolution Number: **13-01-008**
Adopted on: **1/14/2013**

Agenda Item Number: 8F
January 14, 2013

Subject: Retirement of Ms. Teresa J. Malhotra

WHEREAS, Ms. Teresa J. Malhotra served Montgomery College with enthusiasm and dedication for 32 years as a full-time staff member and retired from the College as of January 1, 2013; and

WHEREAS, she began her employment processing Workforce Development & Continuing Education registrations in the Admissions and Records Office, then expanded in her role to include credit admission applications and registrations, and was eventually given primary responsibility for processing official transcripts for all campuses as an admissions registration assistant; and

WHEREAS, in addition to admitting and registering students and participating in all other general functions of the Admissions and Records Office, Ms. Malhotra has been the primary person responsible for producing approximately 20,000 transcripts per year; and

WHEREAS, Ms. Malhotra has received numerous awards of appreciation and has participated in the College's training programs aimed at enhancing service to students and others in the admission and registration processes; and

WHEREAS, with her bilingual capability has helped many Spanish-speaking students and prospective students navigate the College's admission and registration procedures; and

WHEREAS, the senior vice president for student services and the president of the College recommend this public recognition of Ms. Malhotra 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. Teresa J. Malhotra 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. Teresa J. Malhotra.

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

Resolution Number: **13-01-009**
Adopted on: **1/14/2013**

Agenda Item Number: 8G
January 14, 2013

Subject: Retirement of Ms. Margaret M. Marchese

WHEREAS, Ms. Margaret M. Marchese served Montgomery College with enthusiasm, resourcefulness, continuous helpfulness, and dedication for more than 28 years as a full-time staff member and retired from the College as of January 1, 2013; and

WHEREAS, Ms. Marchese began her employment as a student aide in the Career Center at the Germantown Campus when the Campus opened in 1978, and moved on to serve as the administrative aide in the Rockville Campus English Department, the Human Resources Office, the President's Office, and then in the Office of Institutional Research & Analysis, a role she began in 1985; and

WHEREAS, Ms. Marchese has brought creativity, enthusiasm, resourcefulness, superior administrative support talents and interpersonal skills, along with a consistently welcoming and supportive demeanor toward students and colleagues alike; and

WHEREAS, the staff of the Office of Institutional Research & Analysis will miss her guidance, her support, and her unflagging good nature; and

WHEREAS, all those who work in and with the Office of Institutional Research & Analysis will deeply miss Ms. Marchese; and

WHEREAS, the vice president for planning and institutional effectiveness and the president of the College recommend this public recognition of Ms. Marchese 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. Margaret M. Marchese 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. Margaret M. Marchese.

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

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

Agenda Item Number: 8H
January 14, 2013

Subject: Retirement of Ms. Christina S. Nordlie

WHEREAS, Ms. Christina S. Nordlie served Montgomery College with enthusiasm and dedication for over 32 years as a full time staff member and retired from the College on January 1, 2013; and

WHEREAS, having started her career as a temporary administrative aide in the Security Office at the Rockville Campus, Ms. Nordlie advanced to a full-time position as clerk typist II in the Admissions and Records Office, and later moved to the Facilities Department, where she served as administrative clerk, facilities scheduling assistant, office assistant III, and finally as senior administrative aide; and

WHEREAS, she provided excellent customer service and noteworthy logistical, purchasing, and account management support, which enabled the Facilities Department to fulfill its mission; and

WHEREAS, she has been an outstanding member of the Rockville Campus Facilities Department and has received numerous letters of appreciation; and

WHEREAS, her colleagues will truly miss her collegial spirit and customer service focus in supporting students, faculty, and staff; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Nordlie 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. Christina S. Nordlie for her 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. Christina S. Nordlie.

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

Resolution Number: **13-01-011**
Adopted on: **1/14/2013**

Agenda Item Number: 8I
January 14, 2013

Subject: Retirement of Ms. Gloria Jean Verfuert

WHEREAS, Ms. Gloria Jean Verfuert served Montgomery College with enthusiasm and dedication for 16 years as a full-time staff member in Central Facilities' Environmental Safety Office, and retired from the College on January 1, 2013; and

WHEREAS, she began her employment at Montgomery College in a temporary administrative assistant position and progressed to a full-time data assistant's position in environmental safety; and

WHEREAS, Ms. Verfuert learned database development to fulfill the College's need for maintaining inventories of chemicals and safety data sheets, which allowed the Environmental Safety Office to track chemicals and hazardous waste disposal records; and

WHEREAS, she continually worked with many College stakeholders to manage chemical inventories crucial to the safety of our community and required by law; initiated and completed a transition from paper to electronic chemical inventory submissions from College departments; communicated chemical hazards and personal protection methods; recommended less toxic alternatives where appropriate; and created the web pages for the Environmental Safety Office; and

WHEREAS, Ms. Verfuert supported major construction projects such as the Rockville Campus Science Center, and the Germantown Bioscience & Engineering Building by identifying types and amounts of chemicals to be expected in such buildings; increased awareness of hazard communication laws, and gave staff access to information about the chemicals used in their laboratories, workshops, studios, and classrooms, thus improving overall safety awareness; and

WHEREAS, Ms. Verfuert worked with regulators to meet stringent and frequently changing requirements for annual hazardous materials use permits, and her work had collegewide impact since chemical products are used in almost every aspect of College instruction, maintenance, and extracurricular activities; and

WHEREAS, her leadership and hard work has developed the hazard communication program into a fully functioning and important part of College compliance and safety; has helped the environmental safety group establish new lines of communication and maintain excellent working relationships with its stakeholders, including local agencies responsible for emergency response in Montgomery County; and

WHEREAS, Ms. Verfuert was a reliable, efficient, and responsible employee whose attention to detail, motivated work ethic, and friendly and approachable demeanor will be missed by her colleagues in Central Facilities and by faculty and staff on all three campuses; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Gloria Jean Verfuert 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. Gloria Jean Verfueth 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 be presented to Ms. Gloria Jean Verfueth.