



**MONTGOMERY COLLEGE  
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS  
March 11, 2013**

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

Agenda Item Number: 7  
March 11, 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: **13-03-028**  
Adopted on: **3/11/2013**

Agenda Item Number: 7  
March 11, 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 January 1, 2013, to and including January 31, 2013; and

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

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

Attachment

**MONTGOMERY COLLEGE**  
**SUMMARY OF PERSONNEL ACTIONS**  
From and Including January 1, 2013, to and Including January 31, 2013

**STAFF**

**STAFF EMPLOYMENTS**

Effective				
Date	Name	Position Title	Grade	Location
01/28/2013	Acosta, Kim-Oanh T	Administrative Aide II	G	Bus Science Math Tech Dean - GT
01/14/2013	Ahmed, Saleh	Instructional Associate	H	Science Math Engineering RV
01/14/2013	Anlauf, Kara L	Instructional Lab Coordinator	I	Bus Science Math Tech Dean - GT
01/14/2013	Azizi, Nafeesa	Instructional Lab Coordinator	I	Bus Science Math Tech Dean - GT
01/14/2013	Berardino, Anthony S	Electrician	H	Facilities Operations - GT
01/28/2013	Calderon, Roberto M	Instructional Assistant	G	CW Dean Stu Success-RV Stu Services
01/28/2013	Cannon, Michael D	Library Tech Assistant	F	Library - RV
01/28/2013	Cartledge, Ernest	Director I	N	Admission & Enroll Mgt Office
01/14/2013	Clifton, Katherine A	Accounting Manager (Aux Svcs)	J	Office of Aux Support Serv
01/14/2013	Cooney, Sean	GT-STEP Program Manager	K	Science Math Engineering RV
01/14/2013	Correa-Abdullah, Astrid N	Admission & Registration Asst	F	Admission & Enroll Mgt Office
01/14/2013	Crosby-Black, Nykolle M	Administrative Aide I	F	MC MCPS Partnership
01/14/2013	Custer, Linda L	Projects & Planning Analyst I	K	OIT Central Administration
01/14/2013	Dhakal, Bharat	Instructional Lab Coordinator	I	Nat App Bus Mgt Info Sci Dean-TP
01/28/2013	Greer, Claudia S	Assistant to the Deans	K	Dean of Humanities - RV
01/14/2013	Hahn, Tina	Instructional Lab Coordinator	I	Science Math Engineering RV
01/14/2013	Houk, Stephen H	MCTV Production Manager	K	MCTV10 - Montgomery College TV
01/28/2013	Hutchinson, Allison B	Instructional Associate	H	Humanities Soc Sci Edu Dean - GT
01/28/2013	Livia, Sandra	Administrative Aide I	F	Office Human Resources Dev & Engage
01/14/2013	Mole, Beth M	Executive Associate I	I	CEELS Dean WDCE
01/14/2013	Paz, Ruberman	Instructional Assistant	G	CW Dean-Student Engag-TPSS Stu Svcs
01/14/2013	Perez, Jose M	Facilities Service Ctr Supvr	I	Facilities Operations - RV
01/14/2013	Sandel, Natalie A	Assistant Controller	M	Office of Business Services
01/14/2013	Saposnik, Noah S	Annual Fund Manager	K	Office of Advancement/Comm Engage
01/14/2013	Sennett, Noah	Instructional Associate	H	Bus Science Math Tech Dean - GT
01/28/2013	Yeatts, George D	VP of Facilities & Security	Q	Facilities Office - Central Admin
01/14/2013	Yu, Qing Hua	Instructional Designer	K	Office of Distance Learning

**STAFF SEPARATIONS**

Effective					
Date	Name	Position Title	Grade	YOS	Location
01/31/2013	Halpine, Paul A <sup>1</sup>	Campus Info Technology Mgr	M	35	OIT Central Administration
01/23/2013	Salmon, Norma F	Building Services Worker	B	8	Facilities Office - Central Admin

<sup>1</sup> Retirement

**STAFF EMPLOYMENTS: Ethnicity and Gender**

	<u>White</u>	<u>Black</u>	<u>HispanicAsian</u>	<u>American Indian</u>	<u>TOTAL</u>	
Female	9	1	1	3	0	<b>14</b>
Male	7	1	3	2	0	<b>13</b>
<b>TOTAL</b>	<b>16</b>	<b>2</b>	<b>4</b>	<b>5</b>	<b>0</b>	<b>27</b>

**STAFF SEPARATIONS: Ethnicity and Gender**

	<u>White</u>	<u>Black</u>	<u>HispanicAsian</u>	<u>American Indian</u>	<u>TOTAL</u>	
Female	0	1	0	0	0	<b>1</b>
Male	1	0	0	0	0	<b>1</b>
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>

## FACULTY

### FACULTY EMPLOYMENTS

Effective Date	Name	Position Title	Location
01/17/2013	Fairfield, Alexandra S	Professor	Nat App Bus Mgt Info Sci Dean-TPSS
01/17/2013	Gorski, Patricia	Professor	Health Sciences Dean - TPSS
01/17/2013	Grubb, Deborah	Assistant Professor	Soc Sci Hist Health PE – RV
01/17/2013	Hepworth, Erica N	Instructor	CW Dean-Student Engag-TPSS Stu Svcs
01/17/2013	Howard, Megan	Assistant Professor	Dean of Humanities – RV
01/17/2013	Micich, Aleksa	Assistant Professor	Nat App Bus Mgt Info Sci Dean - TPSS
01/28/2013	Present, Jessica R	Assistant Professor	CW Dean Stu Success-RV Stu Services
01/28/2013	Reed, Patricia L	Instructor	CW Dean-Student Engag-TPSS Stu Svcs
01/17/2013	Vahabzadeh Monshi, Khanda	Associate Professor	Business Mgt Info Sci Dean – RV
01/17/2013	Venkatesh, Usha	Professor	Dean of Humanities – RV

### FACULTY SEPARATIONS

Effective Date	Name	Position Title	YOS	Location
01/02/2013	Bess, Stephen A	Assistant Professor	<1	Dean of Humanities - RV
01/02/2013	Bhale, Pallavi A	Assistant Professor	<1	Science Math Engineering -RV
01/02/2013	Chambers, Deborah L	Associate Professor	<1	CW Dean-Student Engag-TPSS Stu Svcs
01/22/2013	Cooperman, Susan H <sup>1</sup>	Professor	29	Business Mgt Info Sci Dean -RV
01/02/2013	Fairfield, Alexandra S	Professor	<1	Nat App Bus Mgt Info Sci Dean-TPSS
01/02/2013	Friedman, Stanley A	Professor	<1	Science Math Engineering -RV
01/02/2013	Garfield, Diane M	Instructor	<1	Arts Humanities Soc Sci Dean-TPSS
01/02/2013	Grubb, Deborah S	Assistant Professor	<1	Soc Sci Hist Health PE-RV
01/02/2013	Htet, Steven L	Associate Professor	<1	Nat App Bus Mgt Info Sci Dean-TPSS
01/02/2013	Moore, Paulette	Instructor	<1	CW Dean-Student Engag-TPSS Stu Svcs
01/02/2013	Murray, Sharon B	Associate Professor	<1	Fine Perform Visual Arts -RV
01/16/2013	Pavlovsky, Elizabeth R <sup>1</sup>	Professor	40	Dean of Humanities - RV
01/02/2013	Rosenblum, Benzion	Associate Professor	<1	Science Math Engineering -RV
01/02/2013	Vaughnn, Lisa M	Associate Professor	<1	Science Math Engineering -RV

### FACULTY EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	7	1	0	1	0	9
Male	1	0	0	0	0	0
<b>TOTAL</b>	<b>8</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>10</b>

<sup>1</sup> Retirement

**FACULTY SEPARATIONS: Ethnicity and Gender**

	<u>White</u>	<u>Black</u>	<u>Hispanic</u>	<u>Asian</u>	<u>American Indian</u>	<u>TOTAL</u>	
Female	9	0	0		0	1	<b>10</b>
Male	2	1	0		1	0	<b>4</b>
<b>TOTAL</b>	<b>11</b>	<b>1</b>	<b>0</b>		<b>1</b>	<b>1</b>	<b>14</b>

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

Resolution Number: **13-03-029**  
Adopted on: **3/11/2013**

Agenda Item Number: 8A  
March 11, 2013

**Subject: Tribute to Ms. Kathryn F. Droubi**

WHEREAS, Ms. Kathryn F. Droubi served Montgomery College with dedication for 23 years as a staff member until her untimely death, which deeply saddened the College community; and

WHEREAS, Ms. Droubi began her career as a clerk typist in the Visual Communications Department for two years and continued her career at the College as an office assistant in the Business and Economics Department at the Rockville Campus for 21 years; and

WHEREAS, she capably served as a temporary administrative aide in the Macklin Business Institute at Montgomery College on three different occasions; and

WHEREAS, Ms. Droubi was known for her exemplary work ethic, attention to detail, and positive attitude; and

WHEREAS, Ms. Droubi received two Outstanding Service Awards which recognized her exceptional contributions to the College; and

WHEREAS, she demonstrated her commitment to lifelong learning by completing over 45 semester hours in coursework in a variety of disciplines at Montgomery College; and

WHEREAS, Ms. Droubi demonstrated the highest level of commitment and professionalism in serving faculty, students, and staff; and

WHEREAS, the senior vice president for academic affairs and the president recommend that the Board adopt the following resolution; now therefore be it

Resolved, That the members of the Board of Trustees express their great sorrow at the passing of Ms. Kathryn F. Droubi and extend their deepest sympathy to her family, friends, and colleagues; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and that a copy be presented to the family of Ms. Kathryn F. Droubi.

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

Resolution Number: **13-03-030**  
Adopted on: **3/11/2013**

Agenda Item Number: 8B  
March 11, 2013

**Subject: Retirement of Ms. Barbara M. Bean**

WHEREAS, Ms. Barbara M. Bean served Montgomery College with enthusiasm and dedication for 39 years as a full-time staff member and retired from the College as of January 1, 2013; and

WHEREAS, Ms. Bean began her service to the College as a clerk-typist in Library Educational Services; she moved to be secretary in the Mathematics Department, then to administrative assistant in the Office of the Director of Library Learning Resources; her most recent position was as technical support coordinator with the Office of Information Technology (OIT); and

WHEREAS, Ms. Bean's varied career included preparing for publishing a business math textbook authored by Rockville Campus provost, Dr. Judy Ackerman, and building one of the first networks for student research use at the Takoma Park/Silver Spring Campus library; and

WHEREAS, Ms. Bean has been a lifelong learner as evidenced by completing over 40 workshops through the College's Center for Professional and Organizational Development, including Leadership Development Institute, Certified and Advanced Software Manager, and Developing the Skillful Supervisor, and she earned two associate's degrees from the College, in 1989 and 1995, and earned certification in multimedia and attained Phi Theta Kappa honors; and

WHEREAS, she was a member of the initial bargaining committee when the American Federation of State, County, and Municipal Employees (AFSCME) bargaining unit began at the College and served as its secretary/treasurer; and

WHEREAS, Ms. Bean received Teamwork Recognition Awards for her work as part of the Rockville Academic Computing Team (2002), and for her work as part of OIT Customer Care Excellence (2008); and

WHEREAS, Ms. Bean provided leadership and mentoring to numerous student employees during her time as technical support coordinator on the Rockville Campus; and

WHEREAS, her fellow staff members will miss her organization, insight, leadership, and presence in the Rockville Computer Science Building; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Barbara M. Bean 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. Barbara M. Bean for her outstanding service to the College, and also extend to her their best wishes for many happy and productive retirement years; 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. Barbara M. Bean.

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

Resolution Number: **13-03-031**  
Adopted on: **3/11/2013**

Agenda Item Number: 8C  
March 11, 2013

**Subject: Retirement of Mr. Gordon G. Bowman, Jr.**

WHEREAS, Mr. Gordon G. Bowman, Jr. served Montgomery College with dedication and distinction for 25 years as a full-time staff member and retired on January 1, 2013; and

WHEREAS, as a media technology specialist for the Office of Information Technology (OIT) on the Rockville Campus, Mr. Bowman was an asset to the department and made significant contributions; and

WHEREAS, Mr. Bowman utilized his vast experience to serve as the lead technician in the department; and

WHEREAS, his skills and meticulous attention to detail were instrumental in the successful deployment of mobile multimedia technologies that are currently in use for classroom instruction; and

WHEREAS, throughout his lengthy career at Montgomery College, Mr. Bowman maintained his professional development through several multimedia technology workshops; and

WHEREAS, Mr. Bowman demonstrated excellent customer service and innovation while assisting faculty in utilizing technology in our classrooms; and

WHEREAS, Mr. Bowman fostered collaboration between OIT media resources staff and other campus departments through his leadership and enthusiasm; and

WHEREAS, by his personal commitment to quality assurance, accuracy, and thoroughness in performing his job duties, Mr. Bowman achieved a very high standard of excellence; and

WHEREAS, his colleagues will miss his ever-present character of cooperation and team spirit; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Mr. Gordon G. Bowman, Jr. 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. Gordon G. Bowman, Jr., for his outstanding service to the College and extend to him their best wishes for many happy and productive retirement years; 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. Gordon G. Bowman, Jr.

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

Resolution Number: **13-03-032**  
Adopted on: **3/11/2013**

Agenda Item Number: 8D  
March 11, 2013

**Subject: Retirement of Ms. Helen B. Chapson**

WHEREAS, Ms. Helen B. Chapson served Montgomery College with great enthusiasm and dedication for 30 years as a full-time staff member and retired from the College as of December 31, 2012; and

WHEREAS, Ms. Chapson began her career at the College as an office assistant II in the Office of Community Services, and served in roles including secretary to the Provost in Continuing Education; senior administrative aide reporting to the Provost and Special Assistant for Revitalization; senior administrative aide and subsequently a program assistant II in the President's office; assistant to the vice president and executive vice president in the Administrative and Fiscal Services Offices; and her most recent position of associate executive II in the Office of the Senior Vice President for Administrative and Fiscal Services; and

WHEREAS, Ms. Chapson demonstrated excellent skills by ensuring that all legal, compliance, and administrative matters were handled with confidentiality and diligence; organizing calendars; greeting visitors; creating correspondence, reports, publications, booklets, and other general information related to the administration of the unit; and

WHEREAS, she received outstanding service awards for her job performance in 1989, 1999, 2002, 2005, 2008, and 2011; and

WHEREAS, Ms. Chapson served as a member on the Staff Senate from 1987 to 1988, the Climate Committee from 1989 to 1990, and received memorandums of appreciation for her service on these committees; and

WHEREAS, Ms. Chapson provided excellent support to new employees, including students, treating them with respect and a nurturing attitude; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Helen B. Chapson 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. Helen B. Chapson 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. Helen B. Chapson.

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

Resolution Number: **13-03-033**  
Adopted on: **3/11/2013**

Agenda Item Number: 8E  
March 11, 2013

**Subject: Retirement Recognition of Mr. Thomas J. DeShetler**

WHEREAS, Mr. Thomas J. DeShetler served Montgomery College with dedication and distinction for over 34 years and retired from the College on January 1, 2013; and

WHEREAS, during his tenure, Mr. DeShetler provided a high level of personal performance and accomplishment as well as support to the College; and

WHEREAS, having started his career as a security officer on the Rockville Campus, Mr. DeShetler became security shift lead; and

WHEREAS, Mr. DeShetler provided excellent customer service to the College community and has been recognized for this service; and

WHEREAS, Mr. DeShetler has been an outstanding member of the Rockville Campus Security Department; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Mr. DeShetler 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. Thomas J. DeShetler 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. Thomas J. DeShetler.

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

Resolution Number: **13-03-034**  
Adopted on: **3/11/2013**

Agenda Item Number: 8F  
March 11, 2013

**Subject: Retirement Recognition for Mr. Randall V. Hall**

WHEREAS, Mr. Randall V. Hall served Montgomery College with dedication and distinction for nearly 23 years and retired from the College as of January 1, 2013; and

WHEREAS, Mr. Hall began his career at the College as a programmer II in the Office of Information Technology (OIT); and

WHEREAS, Mr. Hall progressed from being a programmer II, to systems programmer, to network engineering manager, to his most recent position as IT facilities and infrastructure planning manager where he has been responsible for the day-to-day management of the OIT facilities infrastructure planning team since 1998; and

WHEREAS, in his role as manager of the OIT facilities and infrastructure planning team, Mr. Hall successfully managed and facilitated unit cooperation and collaboration, which was especially important in light of the significant number of capital projects in the College master plan; and

WHEREAS, during his tenure in OIT, Mr. Hall made outstanding contributions and demonstrated his commitment to students, colleagues, faculty, and staff by maintaining exemplary standards; and

WHEREAS, Mr. Hall received an Outstanding Service Award in 1990 for sustained outstanding performance on the job; and

WHEREAS, Mr. Hall has received numerous accolades for his expertise, service, and commitment to the College community; and

WHEREAS, OIT staff will miss his continued support and commitment to the unit; and

WHEREAS, Mr. Hall's commitment to his work and OIT is evidenced in the efficient and effective manner in which he carried out his duties; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Mr. Randall V. Hall 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. Randall V. Hall for his many contributions to the College, and also extend to him their best wishes for many happy and productive retirement years; 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. Randall V. Hall.

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

Resolution Number: **13-03-035**  
Adopted on: **3/11/2013**

Agenda Item Number: 8G  
March 11, 2013

**Subject: Retirement of Mr. Paul A. Halpine**

WHEREAS, Paul A. Halpine served Montgomery College with dedication and distinction in the Academic Computing department and the Office of Information Technology as a full-time staff member for 35 years and retired from the College as of February 1, 2013; and

WHEREAS, he served in progressively responsible roles including assistant to the computing services academic computing coordinator; system programmer, where he maintained IBM mainframes, installed the College's first library online catalog and the IBM Multi-user System for Interactive Computing, the College's first academic online system; academic computing coordinator to the dean of computer services/computer applications/business/accounting/chemistry; and, finally, as the campus's Information Technology manager; and

WHEREAS, Mr. Halpine managed a large computer lab/classroom complex while supporting specialized labs and academic systems, including managing some of the first academic computer systems, various academic networks, multimedia instructional areas, and provided technical support for the development of the Center for Teaching and Learning; and

WHEREAS, Mr. Halpine directed the support for over 2,000 academic workstations, supported a wide range of campus instructional computing, worked with math faculty on the math redesign pilot, implemented the College's first computer based liberal arts complex, developed an annual software request process for academic software, and instituted project management standards; and

WHEREAS, Mr. Halpine worked diligently to decrease campus related work orders, improve quality and service, implement standards, processes, and procedures, and was a committed steward of College resources; and

WHEREAS, he contributed to the College and the Rockville Campus by serving as an information technology resource for governance groups, and was a member and leader of numerous campus and collegewide committees; and

WHEREAS, Mr. Halpine was noted for his commitment to students and classroom instructional support as demonstrated by his many long-term campus collaborations and friendships; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Mr. Paul A. Halpine 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. Paul A. Halpine 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. Paul A. Halpine.

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

Resolution Number: **13-03-036**  
Adopted on: **3/11/2013**

Agenda Item Number: 8H  
March 11, 2013

**Subject: Retirement of Ms. Judith S. Hutchinson**

WHEREAS, Ms. Judith S. Hutchinson served Montgomery College as a full-time staff member in the College Student Access system, previously named Student Development Services, for 18 years, and retired as of January 1, 2013; and

WHEREAS, she began her employment at Montgomery College as an instructional associate in the Takoma Park/Silver Spring Campus Learning Lab, later, progressing to acting laboratory supervisor; and

WHEREAS, Ms. Hutchinson utilized her past teaching and test administration experience in the Takoma Park/Silver Spring Reading and Writing Center and the Testing Center, and facilitated the work of these important centers for student learning and student success; and

WHEREAS, Ms. Hutchinson's commitment to students and to the goals of student services were strong throughout her career, from the time of the student success agenda to the common student experience. She always put students first and made them the "center of the universe"; and

WHEREAS, in her roles, she fostered a climate of student service and an interest in utilizing technology to make learning more accessible; and

WHEREAS, through her calm personality, Ms. Hutchinson fostered a positive learning environment for students; and

WHEREAS, her colleagues will miss her ever-present spirit of engaging both faculty and students in learning activities; and

WHEREAS, the senior vice president for student services and the president of the College recommend this public recognition of Ms. Hutchinson 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. Judith S. Hutchinson 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. Judith S. Hutchinson.

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

Resolution Number: **13-03-037**  
Adopted on: **3/11/2013**

Agenda Item Number: 8I  
March 11, 2013

**Subject: Retirement of Ms. Patricia Ann Johnson**

WHEREAS, Ms. Patricia Ann Johnson has served Montgomery College with enthusiasm and dedication for 35 years as a full-time staff member and retired from the College as of December 31, 2012; and

WHEREAS, in her earlier capacity as a cafeteria worker I in Auxiliary Services (1977–1984), Ms. Johnson helped to provide excellent meals for the College community; and

WHEREAS, in her capacity as office assistant I and office assistant II, Ms. Johnson made significant contributions to staff and faculty of the College, thus contributing to the success of the student body; and

WHEREAS, later as a mail clerk I and mail and duplicating clerk, she provided excellent customer service to staff and faculty who visited the Rockville Campus mailroom; and

WHEREAS, in her most recent position as mail clerk lead, she willingly shared her knowledge not only about the Rockville Campus mailroom, but also about the College as well; and

WHEREAS, she was always professional in addressing all aspects of her responsibilities; and

WHEREAS, Ms. Johnson was an asset to the central Office of Facilities; and

WHEREAS, she received a recognition award in 2003 for her dedication in keeping the mailroom running smoothly and for ensuring the timely distribution of mail, not only on a daily basis, but following unexpected closings of the College due to inclement weather; and

WHEREAS, Ms. Johnson's commitment to her work is evidenced in the efficient manner in which she carried out her duties, as reflected in the extraordinary notations of appreciation received from the College community; and

WHEREAS, the senior vice president of administrative and fiscal services and the president of the College recommend this public recognition of Ms. Patricia Ann Johnson 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. Johnson 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. Patricia Ann Johnson.

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

Resolution Number: **13-03-038**  
Adopted on: **3/11/2013**

Agenda Item Number: 8J  
March 11, 2013

**Subject: Retirement of Mr. Carlos A. Lozano**

WHEREAS, Mr. Carlos A. Lozano served Montgomery College with enthusiasm and dedication for 20 years as a full-time staff member and retired from the College as of January 1, 2013; and

WHEREAS, in his capacity as a general maintenance worker in the Office of Facilities, Mr. Lozano has been a loyal team player, and a very knowledgeable employee; and

WHEREAS, Mr. Lozano attended several training seminars regarding grounds maintenance, updated his computer skills, and attended College professional development programs; and

WHEREAS, he received several recognition awards for his excellent performance in keeping the campus maintained at a high level; and

WHEREAS, Mr. Lozano and fellow grounds staff worked closely with the community during inclement weather, and received several positive community feedback about how the sidewalks were maintained so that the community members could get in and out of the neighborhood; and

WHEREAS, Mr. Lozano was the acting lead when the leader was absent from work and did an excellent job performing this duty; and

WHEREAS, Mr. Lozano's dedication to and support of the grounds department and other departments in the organization were highly appreciated; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Mr. Carlos A. Lozano 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. Carlos A. Lozano 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. Carlos A. Lozano.

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

Resolution Number: **13-03-039**  
Adopted on: **3/11/2013**

Agenda Item Number: 8K  
March 11, 2013

**Subject: Retirement Recognition of Ms. Cheryl A. Preston**

WHEREAS, Ms. Cheryl A. Preston served Montgomery College with dedication and distinction for over 34 years and retired from the College on January 1, 2013; and

WHEREAS, during her tenure, Ms. Preston provided a high level of personal performance and accomplishment as well as support to the College; and

WHEREAS, having started her career as an administrative assistant in the mailroom on the Rockville Campus, Ms. Preston later became a security officer at the Rockville Campus, and then retired from her position as administrative assistant to the safety & security manager at the Rockville Campus; and

WHEREAS, Ms. Preston provided excellent customer service to the College community and has been recognized for this service; and

WHEREAS, Ms. Preston has been an outstanding member of the Rockville Campus Facilities Department; and

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

Resolved, That the members of the Board of Trustees express their sincere appreciation to Ms. Cheryl A. Preston 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. Cheryl A. Preston.

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

Resolution Number: **13-03-040**  
Adopted on: **3/11/2013**

Agenda Item Number: 8L  
March 11, 2013

**Subject: Retirement of Ms. Elaine L. Simms**

WHEREAS, Ms. Elaine L. Simms served Montgomery College with enthusiasm and dedication for 24 years as a full-time staff member of the Auxiliary Services unit and retired from the College as of July 1, 2012; and

WHEREAS, Ms. Simms began her employment at Montgomery College as a bookstore clerk in 1988 and then became an accounts payable technician for central bookstores; and

WHEREAS, she used her knowledge, abilities, and experience in service to the College, both in the Rockville Campus Bookstore to support students, faculty, and staff, and also in the Auxiliary Services' Central Office; and

WHEREAS, Ms. Simms demonstrated outstanding work performance during her tenure with the College; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Simms 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. Elaine L. Simms 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 part of the minutes of this Board of Trustees meeting, and a copy be presented to Ms. Elaine L. Simms.

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

Resolution Number: **13-03-041**  
Adopted on: **3/11/2013**

Agenda Item Number: 8M  
March 11, 2013

**Subject: Retirement of Dr. Mansur Tavakoli**

WHEREAS, Dr. Mansur Tavakoli served Montgomery College with enthusiasm and dedication for 23 years as a full-time staff member and retired as of January 1, 2013; and

WHEREAS, Dr. Tavakoli began his employment at Montgomery College as an admissions assistant at the Rockville Campus, and later progressed to admissions recruiter at the Germantown Campus, then to registrar and director of research and development for the Maryland College of Art and Design (later the College's School of Art & Design); he then served as the academic grants and articulation program specialist in the office of the vice president of academic initiatives and partnerships, and later in the office of the senior vice president for academic affairs; and

WHEREAS, during his tenure in the office of the senior vice president he provided invaluable technical support towards the design and development of an articulation agreements website and searchable database to better serve students and prospective partner institutions; and

WHEREAS, throughout his career at the College, Dr. Tavakoli completed professional development opportunities that augmented his technical and web design skills in order to enhance the College's online information for the Make It Happen Innovation Grants and for articulation programs; and

WHEREAS, Dr. Tavakoli actively participated in the Montgomery College Service Outreach and Support (S.O.S.) Committee, and provided research to benchmark customer service best practices at other colleges and organizations across the country; and

WHEREAS, his colleagues will miss his warmth of spirit and the ways in which he utilized his research skills to help improve the student and staff experience at Montgomery College; and

WHEREAS, the senior vice president for academic affairs and the president of the College recommend this public recognition of Dr. Tavakoli 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. Mansur Tavakoli 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 Dr. Mansur Tavakoli.

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

Resolution Number: **13-03-042**  
Adopted on: **3/11/2013**

Agenda Item Number: 8N  
March 11, 2013

**Subject: Recognition of Retirement and Award of Emeritus Status to Dr. Michael Eckert**

WHEREAS, Dr. Michael Eckert has served Montgomery College with dedication and distinction as a full-time faculty member in the English Composition and Literature Department (formerly the English, Reading, English as a Second Language, Foreign Language, and Philosophy Department) for 23 years and retired as of July 1, 2012; and

WHEREAS, Dr. Eckert also taught philosophy courses in the Department of Foreign Languages and Philosophy; and

WHEREAS, he co-founded the Peace and Justice Studies Community at Montgomery College, a group which now has more than 20 regular members and co-sponsors speakers and events to encourage collegewide conversations about peace and justice issues; and

WHEREAS, Dr. Eckert created a faculty community focused on raising faculty awareness of the spiritual aspects of teaching, and organized regular meetings to help faculty explore and reconnect with the personal and professional reasons motivating them to teach; and

WHEREAS, he expanded these efforts by initiating and developing a series of three professional development workshops, often attended by new faculty, in collaboration with the Center for Teaching and Learning; and

WHEREAS, he made significant contributions to his department by serving as an interim department chair, as a member of the Literature Committee, and the Composition Committee, and by spearheading the development of the English Competency Exam, a tool that was utilized in the department for five years; and

WHEREAS, Dr. Eckert also initiated and sustained efforts to integrate adjunct faculty into the department by mentoring them through regularly scheduled, informal meetings; and

WHEREAS, Dr. Eckert is a long-standing member of the College English Association and past president of the College English Association Middle Atlantic Group (CEAMAG), a position he held for four years, during which time he organized four annual conferences of CEAMAG that were held at Montgomery College, and encouraged colleagues to engage with the professional society; and

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

WHEREAS, the senior vice president for academic affairs and the president of the College recommend this public recognition of Dr. Michael Eckert on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation of Dr. Michael Eckert for his many 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 Dr. Michael Eckert 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. Michael Eckert.

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

Agenda Item Number: 9  
March 11, 2013

**SOLE SOURCE AWARD OF CONTRACT,  
BANNER SUPPORT SERVICES**

**BACKGROUND**

Request:	Continuation of Banner support services for the College's Banner suite of enterprise resource planning (ERP) system
Office/SVP Originating Request:	Senior vice president for administrative and fiscal services
Award Type:	Sole source
Explanation of Request:	Support services will include 10,500 dedicated service hours for expertise needed in the installation, maintenance, customization, and training as it relates to the Banner ERP system.
Reason Being Brought to Board:	Board approval is required for a sole source procurement valued over \$100,000.
Sole Source Justification:	The Banner ERP system is proprietary software sold by Ellucian Company (formerly SunGard Higher Education), which is the only authorized provider of installation, customization, training, and educational services for the Banner system.
Certification:	The director of procurement certifies sole source justification is warranted; the vice president of business services/chief finance officer certifies that the expense is budgeted and funds are available.
Dollar Amount:	\$661,500
Vendor Name:	Ellucian Company
Vendor Address:	Malvern, Pennsylvania
Term of Contract:	The term of the contract is for one year and may be renewed annually for two additional one-year terms, dependent upon need and availability of funds.
Comments:	The College has negotiated significant reductions to this contract by eliminating some of the onsite dedicated staff. The new contract amount will result in annual savings of \$310,000 or a 32 percent decrease from the existing contract.

## RECOMMENDATION

The president recommends that the Board of Trustees approve the award of contract on a sole source basis for the purchase of Banner support services to the Ellucian Company of Malvern, Pennsylvania, beginning July 1, 2013, for an annual amount of \$661,500. The term of the contract is for one year and may be renewed annually for two additional one-year terms, dependent upon need, and under the same terms and conditions at the sole option of the College, provided that services are satisfactory, funding is available, and it is in the best interest of the College.

## BACKUP INFORMATION

Board Resolution  
College Policy 63001–Procurement

## SENIOR RESPONSIBLE ADMINISTRATOR

Ms. Jones

## RESOURCE PERSONS

Ms. Schena  
Mr. Johnson

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

Resolution Number: **13-03-043**  
Adopted on: **3/11/2013**

Agenda Item Number: 9  
March 11, 2013

**Subject: Sole Source Award of Contract, Banner Support Services**

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WHEREAS, the interim vice president of information and instructional technology/chief information officer has requested an award of contract for Banner support services for the College's Banner Suite of Enterprise Resource Planning (ERP) system ("Banner"), on a sole source basis; and

WHEREAS, the director of procurement certifies that the sole source justification is warranted since the Banner ERP system is proprietary software sold by Ellucian Company (formerly SunGard Higher Education) of Malvern, Pennsylvania, and the vice president of business services/chief finance officer certifies that the expense is budgeted in the FY14 operating and capital budgets and funds are expected to be available; and

WHEREAS, the director of procurement affirms that Ellucian Company is the only authorized provider of installation, customization, training, and educational services for the Banner system, and no other vendor is authorized by Ellucian to provide services or has access to the intricate workings of the Banner modules; and

WHEREAS, the Ellucian Company has negotiated with the College to significantly reduce this proposed contract and that the new contract amount will result in annual savings of \$310,000 or a 32 percent decrease compared to the existing contract;

WHEREAS, sole source awards valued above \$100,000 require approval of the Board of Trustees; and

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

Resolved, That a contract be awarded for Banner support services to the Ellucian Company of Malvern, Pennsylvania, on a sole source basis, beginning July 1, 2013 for an annual amount of \$661,500; and be it further

Resolved, That this contract may be renewed annually for two additional one-year terms, dependent upon need, and under the same terms and conditions at the sole option of the College, provided that services are satisfactory, funding is available, and it is in the best interest of the College.

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

Agenda Item Number: 11  
March 11, 2013

**NAMING OF THE CATHERINE F. SCOTT COMMONS BUILDING  
ON THE TAKOMA PARK/SILVER SPRING CAMPUS**

**BACKGROUND**

In preparation for its first capital campaign to construct a building with private support, the Board of Trustees approved a policy allowing College facilities to be named for individuals and organizations whose contributions to the College have been of an outstanding nature.

Catherine F. Scott is a former faculty member and long-time donor to the Montgomery College Foundation. Professor Scott worked in the College's Department of Office Education. She also has been a consistent supporter of scholarships and programs at the College.

Professor Scott recently committed a \$1,000,000 gift to the Montgomery College Foundation to support need-based scholarships for students participating in the Achieving Collegiate Excellence and Success (ACES) program and the Macklin Business Institute (MBI). Her cumulative giving now exceeds more than \$1,000,000.

Professor Scott's generosity has had an immeasurable impact on the College, its students, the faculty, and the College's image in the community. Her generous gifts are commensurate with the amount expected to name an existing building. The naming of The Catherine F. Scott Commons Building would be the first College building ever named for a faculty retiree.

**RECOMMENDATION**

It is recommended that the Montgomery College Board of Trustees approve the renaming of The Commons Building on the Takoma Park/Silver Spring Campus as The Catherine F. Scott Commons Building.

**BACKUP INFORMATION**

Board Resolution  
Policy 74001–Naming Campuses, Facilities, Buildings, Rooms, and Institutes

**SENIOR RESPONSIBLE ADMINISTRATOR**

Mr. Sears

**RESOURCE PERSON**

Ms. Rognrud

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

Resolution Number: **13-03-044**  
Adopted on: **3/11/2013**

Agenda Item Number: 11  
March 11, 2013

**Subject: Naming of the Catherine F. Scott Commons Building on the Takoma Park/Silver Spring Campus**

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WHEREAS, Catherine F. Scott has committed to donate \$1,000,000 to the Montgomery College Foundation for need-based scholarships for students participating in the Achieving Collegiate Excellence and Success (ACES) program and the Macklin Business Institute (MBI); and

WHEREAS, Ms. Scott's generosity has totaled over \$1,000,000 and continues to have an immeasurable impact on the College, its students, the faculty, and its image in the Montgomery County and Washington, DC communities; and

WHEREAS, the president, senior vice president for advancement and community engagement, the vice president and provost of the Takoma Park/Silver Spring Campus recommend naming The Commons Building as The Catherine F. Scott Commons Building; and

WHEREAS, the president, senior vice president for advancement and community engagement, the vice president and provost of the Takoma Park/Silver Spring Campus, the executive director of the Montgomery College Foundation, and the Foundation Board's executive committee have carefully considered the implications of this request and support this recommendation; now therefore be it

Resolved, That the Board of Trustees approves the naming of The Commons Building as The Catherine F. Scott Commons Building in recognition of Catherine Scott's generous philanthropic support for need-based scholarships to allow ACES and MBI students to attend Montgomery College.