



**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
October 21, 2013**

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

Agenda Item Number: 7
October 21, 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

Dr. Wormack

RESOURCE PERSON

Ms. Porter

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

Resolution Number: **13-10-107**
Adopted on: **10/21/2013**

Agenda Item Number: 7
October 21, 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 August 1, 2013, to and including August 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 reports and confirms the actions of the president.

Attachments

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From and Including August 1, 2013, to and including August 31, 2013

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Location
08/26/2013	Amaya Hernandez, Crista Y	Building Services Worker	B	Facilities - Central Admin
08/26/2013	Bailey, Erica Y	Administrative Aide II	G	Fine Perform Visual Arts - RV
08/26/2013	Billings, Rhonda M	Computer Support Specialist	I	OIT Academic Services
08/12/2013	Brazil, Nicolle R	Enrollment Services Specialist	I	Admission & Enroll Mgt
08/19/2013	Burgos Toscano, Monica	Academic Coach	K	ACES-Achiev Colleg Excell & Success
08/12/2013	Caamano Aquino, Victor L	Building Services Worker Lead	D	Facilities - Central Admin
08/26/2013	Cannon, Alvin R	Instructional Assistant	G	CW Dean Stu Access - GT Stu Services
08/12/2013	Dolak, Colleen N	Administrative Aide III	H	Advancement/Comm Engage
08/26/2013	Duke, Cheryl D	Business Systems Analyst I	K	Audit/Business Process Mgt
08/19/2013	Faress, Amani	Academic Coach	K	ACES-Achiev Colleg Excell & Success
08/26/2013	Griffin, Joel L	Building Services Worker	B	Facilities - Central Admin
08/26/2013	Karim, Anwar Q	Director III	P	OIT Engineering Services
08/26/2013	Kumkumian, Kathrine	Foundation Board Rel Coord	K	Advancement/Comm Engage
08/12/2013	Mckay, Jenna L	Administrative Aide II	G	Business Mgt Info Sci Dean - RV
08/26/2013	Molina, William D	Building Services Worker	B	Facilities - Central Admin
08/12/2013	Pineda, Rosa E	Building Services Worker Lead	D	Facilities - Central Admin
08/26/2013	Porter, Nadine M	VP of HR, Development & Engage	Q	Human Resources Dev & Engage
08/26/2013	Smith, Michael D	Program Manager I	K	VP & Provost Office - GT
08/12/2013	Sullivan, Cheryl O	Administrative Aide I	F	Health Sciences Dean - TP/SS
08/26/2013	Walker, Francene T	Major & Planned Gifts Director	N	Advancement/Comm Engage
08/12/2013	Youngblood, Virginia D	Administrative Aide III	H	VP & Provost Office - TP/SS

STAFF SEPARATIONS

Effective Date	Name	Position Title	Grade	YOS	Location
08/02/2013	Cox, Jean E ¹	College Institute Coordinator	J	12	College Institute
08/21/2013	DeSousa, Robert F	Building Services Worker	B	5	Facilities - Central Admin
08/02/2013	Drake, Victoria L	Librarian II	K	1	Library - RV
08/16/2013	Lang, Stephen P	Macklin Business Inst Mgr	M	7	Business Mgt Info Sci Dean - RV
08/30/2013	Martin, Eugene	Building Services Worker	B	17	Facilities - Central Admin
08/30/2013	McCoy, Nan E ¹	Program Manager I	K	10	School of Art & Design - WDCE
08/17/2013	Parent, Valerie W ¹	Building Services Worker	B	18	Facilities - Central Admin
08/16/2013	Sennett, Noah	Instructional Associate	H	<1	Bus Science Math Tech Dean - GT
08/20/2013	Suchak, Sanjay M	Photographer	I	3	Advancement-Media/Public Relation
08/23/2013	Wolf, Ina M	Adult ESOL and Lit Prog Coord	K	4	Vice President for WD&CE

¹ Retirement

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	5	7	3	0	0	15
Male	1	2	2	1	0	6
TOTAL	6	9	5	1	0	21

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	4	1	0	0	0	5
Male	2	1	0	2	0	5
TOTAL	6	2	0	2	0	10

FACULTY

FACULTY EMPLOYMENTS

Effective

Date	Name	Position Title	Location
08/19/2013	Aghazadeh, Guiti	Associate Professor	Science Math Engineering - RV
08/19/2013	Ahwireng, Lawrence	Assistant Professor	Health Sciences Dean - TP/SS
08/19/2013	Alexander, Robert S	Professor	Business Mgt Info Sci Dean - RV
08/19/2013	Benson, Craig M	Associate Professor	Science Math Engineering - RV
08/19/2013	Bess, Stephen	Assistant Professor	Science Math Engineering - RV
08/19/2013	Cetina, Catalina	Associate Professor	Science Math Engineering - RV
08/19/2013	Connor, Joseph	Professor	Science Math Engineering - RV
08/19/2013	Decker, Matthew S	Instructor	Humanities Soc Sci Edu Dean - GT
08/19/2013	Edmonds, Lori M	Assistant Professor	Arts Humanities Soc Sci Dean - TP/SS
08/19/2013	Engel, Dorelle	Professor	Business Mgt Info Sci Dean - RV
08/19/2013	Ganginis Del Pino, Heath	Assistant Professor	Soc Sci Hist Health PE - RV
08/19/2013	Glenn, Anniet M	Associate Professor	Health Sciences Dean - TP/SS
08/19/2013	Goitein, Hannah R	Assistant Professor	Business Mgt Info Sci Dean - RV
08/19/2013	Goldstein, Robin	Professor	Soc Sci Hist Health PE - RV
08/19/2013	Hagan, Odella D	Associate Professor	Soc Sci Hist Health PE - RV
08/19/2013	Harding, Michael P	Professor	Humanities Soc Sci Edu Dean - GT
08/19/2013	Holness, Carol J	Professor	Health Sciences Dean - TP/SS
08/19/2013	Hopkins, Mary E	Assistant Professor	Science Math Engineering - RV
08/19/2013	Intondi, Vincent J	Associate Professor	Arts Humanities Soc Sci Dean - TP/SS
08/19/2013	Jimenez, Celsa M	Assistant Professor	Dean of Humanities - RV
08/19/2013	Lawver, Angie L	Assistant Professor	Humanities Soc Sci Edu Dean - GT
08/19/2013	Lebleu, Amanda L	Assistant Professor	Arts Humanities Soc Sci Dean - TP/SS
08/19/2013	Levitt, Eleanor K	Assistant Professor	Humanities Soc Sci Edu Dean - GT
08/19/2013	Miller, Amanda G	Assistant Professor	Humanities Soc Sci Edu Dean - GT

08/19/2013	Moreno, Jasline	Associate Professor	Health Sciences Dean - TP/SS
08/19/2013	Nuzzo, Molly M	Assistant Professor	Fine Perform Visual Arts - RV
08/19/2013	Perencevich, Stephen C	Associate Professor	Science Math Engineering - RV
08/19/2013	Pulju, Anne	Assistant Professor	Humanities Soc Sci Edu Dean - GT
08/19/2013	Rahman, Ishrat	Associate Professor	Science Math Engineering - RV
08/19/2013	Reed, Patricia	Assistant Professor	Student Development - TP/SS
08/19/2013	Santos, Ionara C	Professor	Health Sciences Dean - TP/SS
08/19/2013	Sneider, Leah M	Assistant Professor	Dean of Humanities - RV
08/19/2013	Sohrabi, Tara P	Associate Professor	Health Sciences Dean - TP/SS
08/19/2013	Swol, Carol-Lynn	Associate Professor	Fine Perform Visual Arts - RV
08/19/2013	Takahara, Patricia M	Associate Professor	Science Math Engineering - RV
08/19/2013	Thyagarajan, Sunita	Assistant Professor	Science Math Engineering - RV
08/19/2013	Vargas, Silvia M	Associate Professor	Bus Science Math Tech Dean - GT
08/19/2013	Wang, Alice H	Associate Professor	Nat App Bus Mgt Info Sci Dean - TP/SS
08/19/2013	Wang, John W	Associate Professor	Dean of Humanities - RV

FACULTY SEPARATIONS

Effective

Date	Name	Position Title	YOS	Location
08/02/2013	Brown, Andrea M	Associate Professor	5	Soc Sci Hist Health PE - RV
08/02/2013	Eaton, Aaron O	Associate Professor	2	Health Sciences Dean - TP/SS
08/02/2013	Galbavy, Renee J	Associate Professor	7	Soc Sci Hist Health PE -RV
08/16/2013	Newmann, John S	Professor	11	Humanities Soc Sci Edu Dean - GT
08/01/2013	Ryan, Gregory P	Associate Professor	6	Humanities Soc Sci Edu Dean - GT

FACULTY EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	19	2	4	3	1	29
Male	8	1	0	1	0	10
TOTAL	27	3	4	4	1	39

FACULTY SEPARATIONS: Ethnicity and Gender

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

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

Resolution Number:
Adopted on:

Agenda Item Number:
October 21, 2013

**ACCEPTANCE OF THE
2013 PERFORMANCE ACCOUNTABILITY REPORT**

BACKGROUND

The Performance Accountability Report (PAR) is the College's annual report on progress toward reaching benchmarks in key indicators of operations. The report is submitted to the Maryland Higher Education Commission (MHEC) each year. PAR indicators have universal statewide definitions. Each college plays a major role in determining its benchmarks, which are re-set every five years. We are currently in the third year of the current five-year cycle.

This accountability reporting system has been in place since the 1996, when it was implemented by MHEC. The reporting structure is based on requirements in the Maryland Higher Education Reorganization Act of 1988. At Montgomery College, the Office of Institutional Research and Analysis (OIRA) assumes the primary role for providing the quantitative content of the report, called the Performance Accountability Report (PAR), and coordinating the contributions from administrative offices, individual campuses, and Workforce Development & Continuing Education.

In addition to narrative reporting on significant student characteristics and performance issues, community outreach efforts, use of public funding, and cost containment efforts, the report contains recent trend data on a number of specific quantitative indicators that reflect progress towards benchmarks set by the Board of Trustees on each indicator. MHEC considers the College's performance on these indicators as the primary component of assessing the institution's effectiveness, and, at the College, the president incorporates the PAR results in monitoring and assessing institutional performance on relevant internal dimensions, such as in the *Montgomery College 2020* "Performance Canvas."

Upon acceptance of the report by the Board of Trustees, the Performance Accountability Report will be submitted to the Maryland Higher Education Commission.

RECOMMENDATION

It is recommended that the Board of Trustees accept the 2013 Montgomery College Performance Accountability Report, and that the president be authorized to submit the report to the Maryland Higher Education Commission.

BACKUP INFORMATION

Resolution
2013 Performance Accountability Report (Trustees only)
PAR Indicator Definitions (Trustees Only)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Cain

RESOURCE PERSONS

Dr. Blaylock
Dr. Lynch
Ms. Wessman

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

Resolution Number: **13-10-108**
Adopted on: **10/21/2013**

Agenda Item Number:
October 21, 2013

Subject: Acceptance of the 2013 Performance Accountability Report

WHEREAS, The Maryland Higher Education Commission requires the submission of an annual Performance Accountability Report from the state's public colleges and universities; and

WHEREAS, The 2013 Montgomery College Performance Accountability Report contains benchmarks for a series of quantitative performance indicators and reports the College's progress toward reaching these benchmarks; and

WHEREAS, The president recommends acceptance of the College's 2013 Performance Accountability Report; now therefore be it

Resolved, That the Board of Trustees accepts the 2013 Montgomery College Performance Accountability Report; and be it further

Resolved, That the president is authorized to submit the report to the Maryland Higher Education Commission.

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

Agenda Item Number: 9
October 21, 2013

**DISSOLUTION AND TRANSFER
OF THE COLLEGE'S OTHER POST EMPLOYMENT BENEFITS TRUST**

BACKGROUND

The Board of Trustees is being asked to authorize the dissolution of its current Other Post Employment Benefits (OPEB) Trust program and transfer the funds and authorization to invest for future retirees of Montgomery College to Montgomery County's Consolidated Retiree Health Benefits (CRHB) Trust. Montgomery County Public Schools (MCPS) is also preparing to take similar action for its retirement trust.

In April 2008 the Board of Trustees adopted the Trust Agreement and Investment Policy for the College's OPEB program developed by Public Financial Management, Inc. (PFM), and took three actions related to OPEB: (1) approved establishing an irrevocable trust and developed an investment policy for pre-funding the OPEB obligation in accordance with the Governmental Accounting Standards Board's Statement 45; (2) funded the obligation and investment amount; and (3) authorized the transfer of the investment amount from reserves previously designated for funding the retiree medical benefit costs. All assets of the OPEB Trust were to be irrevocably dedicated to and used for the exclusive purpose of providing for payments of retiree benefits to or for the benefit of beneficiaries and for paying expenses of administering the OPEB Trust. The College, county government, and MCPS were each responsible for implementing their own OPEB trusts with appropriations from the county government to each program.

The College's OPEB Trust is currently managed by PFM, and the assets are invested in fixed income and equity mutual funds. PFM is responsible for assisting in the investment process and for maintaining compliance with the investment objectives established by the investment policy and guidelines. As of August 31, 2013, the market value of the trust was \$28.1 million. The county funded the trust in FY08 and FY09, but, due to fiscal constraints, did not fund the trust in FY10 and FY11.

In 2011, the county council amended its trust program to provide a funding mechanism to pay for other post employment benefits for employees of the College and the school system in FY12. The county has funded the Montgomery County Consolidated Retiree Health Benefits Trust on behalf of the College in FY12 (\$1 million) and in FY13 (\$1.8 million).

The Board of Investment Trustees for the CRHB Trust consists of 19 members appointed by the county executive and confirmed by the county council and includes three persons nominated by the Board of Trustees of Montgomery College. The Board of Investment Trustees is responsible for establishing, monitoring, and modifying, as needed, systems for the receipt, custody, disbursement, and investment management of the assets of the county's CRHB Trust.

The county's CRHB Trust has a staff of dedicated expert portfolio managers and investment analysts who monitor and make recommendations to the board to modify systems for the receipt, custody, disbursement, and investment management of assets in the Trust.

The county has stopped funding the College's OPEB Trust, which limits the opportunity to invest in other assets and the ability to utilize other fund managers. The College will be able to secure the advantage of a greater return on investment for its retirees' benefits through a larger pooled investment.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the president to dissolve the College's current Other Post Employment Benefits Trust program and transfer the funds and authorization to invest for future retirees of Montgomery College to Montgomery County's Consolidated Retiree Health Benefits Trust and all other actions associated with the transfer.

BACKUP INFORMATION

Board Resolution

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSON

Ms. Sherman

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

Resolution Number: **13-10-109**
Adopted on: **10/21/2013**

Agenda Item Number: 9
October 21, 2013

Subject: Dissolution and Transfer of the College's Other Post Employment Benefits Trust

WHEREAS, In October 2007, the Board of Trustees approved a contract award to Public Financial Management, Inc. (PFM), to develop the College's Other Post Employment Benefit (OPEB) Trust Agreement and investment policy in accordance with Statement 45 of the Governmental Accounting Standards Board (GASB); and

WHEREAS, In April 2008, the Board of Trustees adopted the trust agreement and investment policy developed by PFM in coordination with College administration; and

WHEREAS, In May, 2008, the Board of Trustees authorized funding the OPEB trust on an amortized basis over an eight-year period with county-approved appropriations as a first step to partially pre-funding the OPEB liability, and approved the transfer of approximately \$23.8 million to the trust; and

WHEREAS, The county funded the trust in FY08 and FY09, but due to fiscal constraints, did not fund the trust in FY10 and FY11; and

WHEREAS, In 2011, the county council amended its trust program to provide a funding mechanism to pay for the College's and the school system's retiree benefits; and

WHEREAS, In 2012, the county began funding the Consolidated Retiree Health Benefits (CRHB) Trust to provide a funding mechanism for the College to pay retiree health benefits; and;

WHEREAS, The CRHB Trust complies with the GASB's Statement 45, and its investment strategies align with the College's objectives for such as program; and

WHEREAS, The CRHB Trust has an established Board of Investment Trustees and a staff of dedicated expert portfolio managers; and

WHEREAS, The College has three representatives on the CRHB Trust Board of Investment Trustees; and

WHEREAS, There is no impact on Montgomery College retirees by consolidating the trusts; and

WHEREAS, Consolidating funds into the CRHB Trust will achieve economies in administration, investment of funds, and a greater return on investments; now therefore be it

Resolved, That the Board of Trustees authorizes the president to dissolve Montgomery College's current Other Post Employment Benefits Trust program and transfer the funds and authorization to invest for future retirees of Montgomery College to Montgomery County's Consolidated Retiree Health Benefits Trust and all other actions associated with the transfer.