



**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
November 10, 2014**

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

Agenda Item Number: 7A
November 10, 2014

PERSONNEL ACTIONS CONFIRMATION REPORT

BACKGROUND

The Board of Trustees by state law has the authority and the responsibility for appointments to the College. Each month the Board receives a summary of personnel actions from the Office of Human Resources 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

Dr. Wormack

RESOURCE PERSON

Ms. Porter

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

Resolution Number: **14-11-159**
Adopted on: **11/10/2014**

Agenda Item Number: 7A
November 10, 2014

Subject: Personnel Actions Confirmation

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

WHEREAS, The attached summary indicates related personnel actions taken by the College during the period September 1, 2014, through September 30, 2014; 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 September 1, 2014, through September 30, 2014

STAFF

STAFF EMPLOYMENTS

Effective

Date	Name	Position Title	Grade	Location
09/22/2014	Aranda, Gaby A	Administrative Aide II	G	CW Dean Stu Success - Stu Svs - RV
09/22/2014	Arias, Maria A	Building Services Worker	B	Facilities Operations - GT
09/08/2014	Blinder, Karen J	Instructional Associate	H	Humanities Dean
09/22/2014	Diaz Hernandez, Jose N	Building Services Worker	B	Facilities Operations - GT
09/22/2014	Dobbins, Lisa M	Administrative Aide I	F	VP/Provost - Art, Eng, Rd & SocSc
09/08/2014	Ebilene, Ruth O	Building Services Worker	B	Facilities Operations - GT
09/08/2014	Escobar, Juan M	Building Services Supervisor	H	Facilities Operations - GT
09/27/2014	Guzman, Marta L	Building Services Worker	B	Facilities Operations - RV
09/27/2014	Kamara, Abu M	Building Services Worker	B	Facilities Operations - GT
09/08/2014	Lanier, Angela	Instructional Designer	K	Distance Learning
09/22/2014	Lantz, Timothy	Web Applications Manager	M	OIT Application Services
09/08/2014	Manahan, Richard E	Building Services Worker	B	Facilities Operations - GT
09/22/2014	Martinez, Norma M	Building Services Worker	B	Facilities Operations - RV
09/08/2014	Mbagilla, Yawah C	Building Services Worker	B	Facilities Operations - GT
09/27/2014	Monexil, Joanne	Building Services Worker	B	Facilities Operations - GT
09/08/2014	Ndongh Nkoghet, Joachim	Building Services Worker	B	Facilities Operations - GT
09/08/2014	Nunez, Koaly A	Building Services Worker	B	Facilities Operations - GT
09/08/2014	Omar, Seara A	Building Services Worker	B	Facilities Operations - GT
09/22/2014	Price, Scott E	Catalog Production Coordinator	J	Acad Initiatives & Partnerships
09/22/2014	Sharpe, Frank	Building Services Supervisor	H	Facilities Operations - GT
09/22/2014	Sicard, Holli	Building Services Worker	B	Facilities Operations - GT
09/08/2014	Thorpe, Patrick L	Comm Art Tech (CAT) Engineer	K	Fine Perform Visual Arts Dean
09/08/2014	Wise, Rebecca L	Placement & Learning Advisor	J	Community Based Grants WDCE

STAFF SEPARATIONS

Effective

Date	Name	Position Title	Grade	YOS	Location
09/05/2014	Andon, Angelica M	Financial Aid Assistant	F	3	Financial Aid
09/12/2014	Broussard, Elizabeth A	Instructional Assistant	G	13	Engineering/Computer Science Dean
09/30/2014	Burkett, Burge W ¹	Academic Computing Manager	L	30	OIT Central Administration
09/16/2014	Ebright, Erika H	Interim Space Planning Analyst	J	6	Facilities - Central Admin
09/09/2014	Griffea, Beverly S	Senior VP for Student Services	S	3	Sr VP for Student Services
09/30/2014	Lachmansingh, Stanley ¹	Instructional Lab Coordinator	I	10	Engineering/Computer Science Dean

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	5	5	3	0	0	13
Male	3	3	3	0	1	10
TOTAL	8	8	6	0	1	23

¹ Retirement

STAFF SEPARATIONS: Ethnicity and Gender

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

FACULTY

FACULTY EMPLOYMENTS: None

FACULTY SEPARATIONS: None

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

Agenda Item Number: 7B
November 10, 2014

**GRADUATES RECEIVING THE ASSOCIATE DEGREE AND
THE PROGRAM CERTIFICATE IN FALL, 2014**

BACKGROUND

The Board of Trustees is required to ratify the conferral of degrees and certificates by the faculty, as certified by the chief enrollment services and financial aid officer, each semester.

RECOMMENDATION

The Board of Trustees is asked to ratify the conferral of degrees and certificates by the faculty on the list of proposed graduates who have successfully completed the requirements of a program, subject to certification of the chief enrollment services and financial aid officer.

BACK-UP INFORMATION

Board Resolution
List of Graduates (Board members only)

RESPONSIBLE SENIOR ADMINISTRATORS

Dr. Dungy
Dr. Rai

RESOURCE PERSONS

Ms. Gregory
Mr. Sorrell

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

Resolution Number: **14-11-160**
Adopted On: **11/10/2014**

Agenda Item Number: 7B
November 10, 2014

**Subject: Graduates Receiving the Associate Degree and the Program Certificate in
Fall, 2014**

WHEREAS, It is necessary that the Board take action on the list of certified candidates attached herewith; and

WHEREAS, The chief enrollment services and financial aid officer ("the Officer") has certified that the students of Montgomery College, as listed on the attachment, are expected to complete successfully in the fall 2014 semester the courses and curriculum prescribed by the faculty, and to meet all other requirements of the College, for the degrees and certificates that those students are seeking; and

WHEREAS, The faculty has thereby conferred upon the students of Montgomery College, as listed on the attachment, their respective associate's degrees and certificates, subject to certification by the Officer that such students have met all applicable requirements; and

WHEREAS, The president recommends that the Board approve the following resolution; now therefore be it

Resolved, That the Board of Trustees ratifies the faculty's conferral upon the students of Montgomery College, as listed on the attachment, of their respective associate's degrees and certificates, subject to certification by the officer that such students have met all applicable requirements.

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

Agenda Item Number: 7C
November 10, 2014

**NATIONAL AND STATE OF MARYLAND
DESIGNATED AWARENESS DAYS AND MONTHS FOR 2015**

BACKGROUND

Federal and state laws have designated specific days and months throughout the year to recognize and celebrate America's diversity. These designated national and state awareness days and months provide opportunities to acknowledge, honor, and celebrate the contributions of women; members of the gay, lesbian, bisexual, and transgender communities; individuals with disabilities; and individuals and peoples of Arab American, Asian American/Pacific Islander, Black/African American, Caribbean American, German American, Hispanic/Latino, Irish American, Italian American, Jewish American, Native American, and Polish American heritage.

Montgomery College is a diverse, multiethnic, multicultural, and international learning community committed to fostering academic and work environments throughout its campuses that acknowledge and celebrate the contributions of its diverse students, employees, and communities. The designated national and state awareness days and months create unique opportunities at Montgomery College to acknowledge and celebrate these contributions with our local, regional, and national communities.

RECOMMENDATION

It is recommended that the Board of Trustees adopt this resolution to reaffirm its support of the programs and activities at Montgomery College to commemorate and celebrate the federal and state of Maryland awareness days and months. It is also recommended that the Board encourages the College community to participate in such campus and community based activities.

BACKUP INFORMATION

Board Resolution

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSON

Dr. Williams

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

Resolution Number: **14-11-161**
Adopted on: **11/10/2014**

Agenda Item Number: 7C
November 10, 2104

**Subject: National and State of Maryland Designated Awareness Days and Months
for 2015**

WHEREAS, Federal and state laws have designated and proclaimed specific days and months throughout the year to acknowledge and celebrate diversity and ethnic and cultural heritages; and

WHEREAS, The designated national and state awareness days and months provide opportunities to acknowledge, honor, and celebrate the contributions of women; members of the gay, lesbian, bisexual, and transgender communities; individuals with disabilities; and individuals and peoples of Arab American, Asian American/Pacific Islander, Black/African American, Caribbean American, German American, Hispanic/Latino, Irish American, Italian American, Jewish American, Native American, and Polish American heritage; and

WHEREAS, Montgomery College is a diverse, multiethnic, multicultural, and international learning community committed to fostering academic and work environments throughout its campuses that acknowledge and celebrate the contributions of its diverse students, employees and communities; and

WHEREAS, Montgomery College supports programs and activities that acknowledge, commemorate, and celebrate the contributions of its diverse students, faculty, staff, and members of its diverse surrounding communities; and

WHEREAS, The College will plan various events and host speakers for a designated federal or state awareness day or month celebration; and

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

Resolved, That the Board of Trustees hereby endorses observances of designated federal and state awareness days and months; and be it further

Resolved, That the Board of Trustees hereby supports the work of the College through activities for designated federal and state awareness days and months; and be it further

Resolved, That the Board of Trustees hereby encourages all members of the Montgomery College community to participate in planning programs and activities and attending observances for designated federal and state awareness days and months.

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

Agenda Item Number: 8
November 10, 2014

**ACCEPTANCE OF
2014 MHEC 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 fourth 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 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 2014 Montgomery College Performance Accountability Report, and that the president be authorized to submit the report to the Maryland Higher Education Commission.

BACKUP INFORMATION

2014 Performance Accountability Report (Trustees only)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Cain

RESOURCE PERSONS

Ms. Wessman
Dr. Lynch
Dr. Blaylock

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

Resolution Number: **14-11-162**
Adopted on: **11/10/2014**

Agenda Item Number: 8
November 10, 2014

Subject: Acceptance of 2014 MHEC 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 2014 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 2014 performance accountability report; now therefore be it

Resolved, That the Board of Trustees accepts the 2014 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: 10
November 10, 2014

ADOPTION OF FY16 CAPITAL BUDGET

BACKGROUND

The proposed FY16 capital budget and six-year FY15–20 capital improvement program were presented and discussed at the October 20, 2014, Board of Trustees meeting. The capital improvement program is supported by and implements the College's Facilities Master Plan. The request for FY16 is the second half of the FY15–16 biennial capital budget and totals \$54,862,000. A copy of the proposed capital budget was distributed to the Board at its October meeting. One additional project has been added to this budget; it requires no new funds to implement. The Board's adoption of the proposed FY16 capital budget is necessary for the county executive's consideration of these requests in the county's capital improvements program. Attached is a summary table that shows the proposed FY16 request by project, along with the actual FY15 appropriation for each project.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the FY16 capital budget, which requests a total of \$54,862,000 in FY16 and authorize the transmittal of the budget to the county government.

BACKUP INFORMATION

Board Resolution
FY16 Capital Budget Summary (Board members only)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSON

Dr. Yeatts

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

Resolution Number: **14-11-163**
Adopted on: **11/10/2014**

Agenda Item Number: 10
November 10, 2104

Subject: Adoption of the FY16 Capital Budget

WHEREAS, on the basis of the College's Facilities Master Plan and future enrollment projections, the proposed FY16 capital budget and six-year FY15–20 capital improvements program have been developed by appropriate College personnel; and

WHEREAS, the proposed FY16 biennial capital budget and six-year FY15–20 capital improvements program must be transmitted to the Montgomery County government for inclusion in the county executive's recommended capital improvements program; and

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

Resolved, That the Board of Trustees adopts the proposed FY16 capital budget and six-year FY15–20 capital improvements program and authorizes the president of the College to transmit the project description forms to the county executive for review and recommendation in the county's capital improvements program.