



**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
March 23, 2015**

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

Agenda Item Number: 7
March 23, 2015

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: **15-03-018**
Adopted on: **3/23/2015**

Agenda Item Number: 7
March 23, 2015

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 January 1, 2015, through January 31, 2015; 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 January 1, 2015, through January 31, 2015

STAFF

STAFF EMPLOYMENTS

Effective

Date	Name	Position Title	Grade	Location
01/12/2015	Abate, Fanuel	Accountant II	K	Sr VP of Admin & Fis Serv
01/12/2015	Alford, Janal	Safety & Security Officer	F	Facilities Security - GT
01/26/2015	Beadling, Conrad G	Network Engineer	L	OIT Engineering Services
01/26/2015	Dang, Phuoc	Transcript Evaluation Prog Mgr	J	Admission Services
01/12/2015	Davis, Alvin W	Building Equipment Mechanic	H	Facilities - Central Admin
01/26/2015	De La Rosa, Cesar	Building Services Supervisor	H	Facilities - Central Admin
01/12/2015	Fadikpe, Omoleye L	Instructional Lab Coordinator	I	Biology & Chem Dean
01/12/2015	Furgol, James P	Instructional Associate	H	Humanities Dean
01/26/2015	Kwarteng, Maxwell	Instructional Assistant	G	Engineer/Comp Sci Dean
01/26/2015	Laufer, Miriam	Instructional Associate	H	AELP, Ling & Spch Dean
01/26/2015	Lineman, Nancy C	Director I	N	President
01/12/2015	Michel, Jason A	Instructional Lab Coordinator	I	Biology & Chem Dean
01/26/2015	Mornini, Jonathan W	Safety & Security Officer	F	Facilities Security - GT
01/26/2015	Rozario, Joan T	Administrative Aide II	G	Social Science Dean
01/26/2015	Skinner, Frank C	CPAM Consortium Director	N	BITS Dean WDCE
01/12/2015	Trujillo, Kim E	Recruitment & Coll Access Mgr	J	Admission Services

STAFF SEPARATIONS

Effective

Date	Name	Position Title	Grade	YOS	Location
01/30/2015	Bell, Bernard H	Building Equipment Mechanic	H	5	Facilities Operations - GT
01/28/2015	Galvan, Jonathan C	Building Services Worker	B	3	Facilities - Central Admin
01/23/2015	Hawkins, Tony D	Dean of Instruction	P	10	Humanities Dean
01/07/2015	Mann, Destiny L	Safety & Security Officer	F	4	Facilities Security - RV
01/03/2015	Smith, Donald J ¹	Dir of Evening/Weekend Office	O	33	VP/Provost - Art, Eng, Read & SocSc
01/05/2015	Swanson, Kathleen C	Librarian II	K	14	Library - TP/SS
01/31/2015	Tarver, James E ¹	Campus Director of Facilities	O	13	Facilities Operations - RV

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	3	1	0	1	0	5
Male	5	4	1	1	0	11
TOTAL	8	5	1	2	0	16

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	2	0	0	0	0	2
Male	2	2	1	0	0	5
TOTAL	4	2	1	0	0	7

¹ Retirement

FACULTY

FACULTY EMPLOYMENTS

Effective

Date	Name	Position Title	Location
01/22/2015	Caldwell-Bennett, Shelly	Associate Professor	CW Dean-Student Engag - TP/SS Stu Svcs
01/26/2015	Copeland, Tiffany L	Assistant Professor	Fine Perform Visual Arts Dean
01/26/2015	Ehrhardt, Kristel K	Assistant Professor	Mathematics Dean
01/20/2015	Melanson, Elizabeth G	Assistant Professor	Fine Perform Visual Arts Dean
01/20/2015	Melaragno, Margaret	Assistant Professor	Health Sciences Dean
01/20/2015	Reed, Patricia L	Assistant Professor	CW Dean-Student Engag –TP/SS Stu Svcs
01/20/2015	Singleton, Harry M	Professor	Business/Computer Applications Dean
01/20/2015	Swol, Carol-Lynn	Associate Professor	Fine Perform Visual Arts Dean
01/20/2015	Tutt, Amy P	Instructor	English and Reading Dean
01/20/2015	Zimring, David R	Assistant Professor	AELP, Linguistics and Speech Dean

FACULTY SEPARATIONS

Effective

Date	Name	Position Title	YOS	Location
01/14/2015	Benavidez, Zachary	Associate Professor	8	English and Reading Dean
01/02/2015	Lee, Eun Ju	Assistant Professor	< 1	Fine Perform Visual Arts Dean
01/02/2015	Maiden, Natalie L	Associate Professor	< 1	Health Sciences Dean
01/02/2015	Smith, Alonzo N	Professor	9	Humanities Dean
01/02/2015	Tran, MinhVan T	Assistant Professor	< 1	Biology and Chemistry Dean
01/02/2015	Van Meter, Beth D ¹	Professor	10	Health Sciences Dean

FACULTY EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	4	3	0	0	1	8
Male	1	1	0	0	0	2
TOTAL	5	4	0	0	1	10

FACULTY SEPARATIONS: Ethnicity and Gender

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

¹ Retirement

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

Agenda Item Number: 8
March 23, 2015

HONORARY DEGREE CANDIDATES FOR 2015

BACKGROUND

The Montgomery College Honorary Degree Program was approved and established by the College's Board of Trustees on October 16, 1995. Through this program, the Board has the opportunity to recognize individuals who have risen to a position of eminence; have acquired a national or international reputation in a selected field; hold a distinguished record of public and community service; or have made a notable donation of time, talent, or gift to Montgomery College.

RECOMMENDATION

The president recommends the selection of five honorary degree recipients to be awarded at the College's 2015 commencement ceremonies.

BACKUP INFORMATION

Policy 38002–Honorary Degrees
Board Resolution
List of Recipients (Trustees only)

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Sears

RESOURCE PERSON

Ms. Sullivan

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

Resolution Number: **15-03-019**
Adopted on: **3/23/2015**

Agenda Item Number: 8
March 23, 2105

Subject: Honorary Degree Candidates for 2015

WHEREAS, The Montgomery College Board of Trustees established an Honorary Degree Program on October 16, 1995, to honor and recognize individuals who have risen to a position of eminence; have acquired a national or international reputation in a selected field; hold a distinguished record of public and community service; or have made a notable donation of time, talent, or gift to Montgomery College; and

WHEREAS, An honorary degree program increases the visibility of Montgomery College and its ability to formally recognize honorary speakers, contributors, philanthropists, and distinguished friends; and

WHEREAS, The Board of Trustees approves each recipient eligible to receive an honorary associate degree at commencements, convocations, or other appropriate occasions; and

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

Resolved, That the Board of Trustees awards honorary degrees to Dr. Michael Lin, Eliot Pfanstiehl, Cokie Roberts, Steven Roberts, and C. Marie Taylor at the commencement ceremonies on May 22, 2015.

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

Agenda Item Number: 9
March 23, 2015

**APPROVAL OF THE
ONLINE GENERAL STUDIES ASSOCIATE OF ARTS DEGREE**

BACKGROUND

The Maryland State Plan for Postsecondary Education states that “Maryland will achieve a system of postsecondary education that advances the educational goals of all by promoting and supporting access, affordability and completion.” Montgomery College echoes that goal by affirming that Montgomery College will “cultivate, implement, and assess student access strategies, initiatives, and resources to ensure Montgomery County residents are provided the opportunity to complete a college education.”

The General Studies program is the largest major at Montgomery College with over 9,000 students enrolling annually. Montgomery College’s highly successful and recently revised General Studies program allows students to explore personal, professional, and academic areas of interest and provides a flexible framework that supports transfer. Currently, both traditional classroom and online learning are available for students. The development of a fully online General Studies associate of arts degree furthers the College’s vision to “...be characterized by agility and relevance as it meets the dynamic challenges facing our students and community” by sustaining our relevance with expanded degree delivery options. Parents, career changers, and full-time workers will be able to balance their many responsibilities while earning their degrees in a friendly online format.

The high standard of a Montgomery College education will remain the same. This online program will follow the same curriculum as the traditional degree program at the same cost, and will be taught by the same expert faculty that teach on campus. All instructors have been trained and certified in online quality assurance. Assessment of program learning outcomes will be conducted by faculty in coordination with the General Studies Leadership Team and the Collegewide Assessment Team. Students will enjoy online access to the benefits of the College’s superior student support services.

No additional resources are needed for implementation of offering this degree online.

Upon the Board’s approval, as described in the Education article of the Annotated Code of Maryland section 6-103, an application will be submitted for state approval to the Maryland Higher Education Commission.

RECOMMENDATION

It is recommended that the Board of Trustees approve the online General Studies associate of arts degree and that an application for approval be submitted to the Maryland Higher Education Commission.

BACKUP INFORMATION

Board Resolution
General Studies Program Curriculum
16-103 of the Education Article of the Annotated Code of Maryland

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Sanjay Rai

RESOURCE PERSONS

Ms. Terry
Dr. Mills
Professor Streamer Veneruso

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

Resolution Number: **15-03-020**
Adopted on: **3/23/2015**

Agenda Item Number: 9
March 23, 2015

Subject: Approval of the Online General Studies Associate of Arts Degree

WHEREAS, The Maryland Higher Education Commission recommends that Maryland achieve a system of postsecondary education that advances the educational goals of all by promoting and supporting access, affordability and completion;” and

WHEREAS, Montgomery College echoes that goal by affirming that the College will “cultivate, implement, and assess student access strategies, initiatives, and resources to ensure Montgomery County residents are provided the opportunity to complete a college education”; and

WHEREAS, The online General Studies program is consistent with Montgomery College’s mission of empowering students to change their lives by meeting the dynamic challenges facing our students; and

WHEREAS, The online General Studies program is consistent with Montgomery College’s vision of access and affordability; and

WHEREAS, The highly successful General Studies program continues to grow and Montgomery College views the online delivery method as a viable option in efforts to increase student completion; and

WHEREAS, The online program curriculum is coherent and comparable in academic rigor to the on-campus classroom programs offered in traditional instructional formats; and

WHEREAS, The online program will be established and overseen by the same qualified faculty who currently teach on campus and are trained in the use of technology in an online format, including training in the learning management system and pedagogy of online education; and

WHEREAS, Faculty and instructional designers work together to determine what technology is appropriate to meet program learning outcomes; and

WHEREAS, The student learning outcomes are the same whether the student enrolls in on-campus or online courses, and the assessment of program learning outcomes will be conducted by faculty in coordination with the General Studies Leadership Team and the Collegewide Assessment Team; and

WHEREAS, Enrolled students have online access to all student services including academic support services, financial aid resources, and e-learning library resources; and

WHEREAS, The Office of Institutional Research and Analysis will provide information about program retention; and

WHEREAS, Montgomery College already has the resources needed to implement this degree;
and

WHEREAS, The senior vice president for academic affairs and the president of the College
recommend the following action; now therefore be it

Resolved, That the members of the Board of Trustees approve the online General Studies
associate of arts degree; and be it further

Resolved, That an application for approval of the online General Studies associate of arts degree
be forwarded to the Maryland Higher Education Commission.

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

Agenda Item Number: 10
March 23, 2015

**SOLE SOURCE AWARD OF CONTRACT,
TALEO TALENT MANAGEMENT SERVICES AND SUPPORT CONTINUATION**

BACKGROUND

Request:	Continuation of Taleo talent management services and support
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services and Associate Senior Vice President of Human Resources and Strategic Talent Management
Award Type:	Sole Source
Bid Number:	Original bid 510-001
Explanation of Request:	In December of 2009, the Board of Trustees approved the competitively awarded purchase of a talent management system five-year license from Oracle America, Inc., under resolution 09-11-112. (Note: At the time, the contract was with Taleo Corporation. In 2012, Oracle, Inc., acquired the Taleo Corporation.) In January 2012, the Board approved the purchase of additional talent management modules from Oracle America, Inc., under resolution 12-01-02. The Taleo talent management system will continue to identify employee competencies, monitor employee performance, enhance implementation of learning and development offerings, assist with retaining top talent (career and succession planning), and help to ensure alignment with talent management and <i>Montgomery College 2020</i> organizational goals, objectives, and desired outcomes.
Reason Being Brought to Board:	1. The current contract expires on April 16, 2015. 2. Board approval is required for sole source awards valued over \$100,000.
Certification:	The director of procurement affirms that Oracle America, Inc., is the only available source that can provide this proprietary product. The vice president of finance/chief finance officer certifies that funds are available in the FY15–16 budgets.
Dollar Amount:	Not-to-exceed \$250,000 annual hosting fee. Total five-year amount shall not exceed \$1,250,000.
Vendor Name/Address:	Oracle America, Inc., 7777 Gateway Blvd., Newark, California
Minority Status:	Not Applicable

Term of Contract:	One year with four optional one-year renewals (April 17, 2015 – April 16, 2020)
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RECOMMENDATION

It is recommended that the Board of Trustees approve a one-year sole source contract to Oracle America, Inc., of Newark, California, for the continuation of Taleo talent management services and support. It is further recommended that the contract be renewed for four additional one-year terms under the same terms and conditions, provided service is satisfactory, funding is available, and it is in the best interest of the College.

BACKUP INFORMATION

Board Resolution

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSONS

Mr. Johnson
Mr. Whitman
Ms. Porter
Ms. Zhu

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

Resolution Number: **15-03-021**
Adopted on: **3/23/2015**

Agenda Item Number: 10
March 23, 2015

Subject: Sole Source Award of Contract, Taleo Talent Management Services and Support Continuation

WHEREAS, In December 2009, the Board of Trustees approved the purchase of a talent management hosted system from Taleo Corporation under bid 510-001 and Board resolution 09-11-112; and

WHEREAS, In January of 2012, the Board of Trustees approved the purchase of additional Taleo system modules with Oracle America, Inc., which acquired Taleo Corporation in 2012, under resolution 12-01-02; and

WHEREAS, The senior vice president for administrative and fiscal services and the associate senior vice president of human resources and strategic talent management has requested the continuation of Taleo talent management services and support on a sole source basis; and

WHEREAS, The director of procurement affirms that the award of contract to Oracle America, Inc., is justified since no other source can provide Taleo talent management services and support due to its proprietary nature, and the vice president of finance/chief finance officer certifies funds are budgeted and available in the FY15–16 operating budgets; and

WHEREAS, College policy states that the formal bidding process may be dispensed with in the event of a sole source procurement; and

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

Resolved, That a sole source award of contract for the continuation of Taleo talent management services be awarded to Oracle America, Inc., of Newark, California, for a one-year term beginning April 17, 2015, for an annual not-to-exceed amount of \$250,000; and be it further.

Resolved, That the contract be renewed for four additional one-year terms, for an annual not-to-exceed amount of \$250,000, provided performance is satisfactory, funding is available, and is in the best interest of the College.

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

Agenda Item Number: 11
March 23, 2015

**AWARD OF CONTRACT FOR
EXTERNAL AUDIT SERVICES FOR MONTGOMERY COLLEGE
AND MONTGOMERY COLLEGE FOUNDATION**

BACKGROUND

Request:	External audit services for Montgomery College and Montgomery College Foundation
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services and the Vice President of Finance/CFO
Award Type:	Competitive
Bid Number:	RFP 515-009
Explanation of Request:	The State of Maryland requires that each community college conduct an annual audit of its books of accounts and accounting procedures and principles. To comply with the State of Maryland requirement, it is the policy of Montgomery College to have such an audit performed annually. The audit is conducted by an independent certified public accountant and in accordance with Maryland Higher Education Commission auditing requirements. The external audit contractor conducts certified audits of the financial statements and related records of the College for each fiscal year. The external auditor is required to certify the College's Annual Financial Report to the Maryland Higher Education Commission. The current five-year contract awarded under resolution 10-04-030, expired with the completion of the FY14 audit.
Reason Being Brought to Board:	Policy 64001–External Audit states that, “On a periodic basis, but not less than every five (5) years, the College will issue a Request for Proposal (RFP) for a certified public accounting firm to perform annual financial audits.”
Certification:	The director of procurement certifies that specifications were developed by appropriate College staff, and the vice president of finance/CFO certifies that funds have been requested in the FY15–16 operating budgets.
Dollar Amount:	\$279,000 (Three-year total including the Montgomery College Foundation audit)
Vendor Name/Address:	CliftonLarsonAllen, 966 Greenspring Drive, Timonium, MD
Minority Status:	Not Applicable

Term of Contract:	Three-year with two one-year renewals
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RECOMMENDATION

It is recommended that the Board of Trustees award a contract to CliftonLarsonAllen, of Timonium, Maryland, for external audit services for FY15, FY16, and FY17 for the College, for a total three-year price of \$222,000. Separate audit services for the Montgomery College Foundation will be available under the contract, at the discretion of the Montgomery College Foundation, for a total price of \$57,000 for the same three-year period.

It is further recommended that the contract be renewed for FY18 at \$78,000 and FY19 at \$80,000 for the College as long as service is satisfactory, funds are available, and it is in the best interest of the College. Separate audit services for the Montgomery College Foundation will be renewed under the contract, at the discretion of the Montgomery College Foundation, for a total price of \$21,000 for FY18 and \$22,000 for FY19.

BACKUP INFORMATION

Board Resolution
Policy 64001–External Audit

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSONS

Mr. Johnson
Ms. Sherman

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

Resolution Number: **15-03-022**
Adopted on: **3/23/2015**

Agenda Item Number: 11
March 23, 2015

Subject: Award of Contract for External Audit Services for Montgomery College and Montgomery College Foundation

WHEREAS, College Policy 64001–External Audit requires that an annual audit of the College’s books of accounts and accounting procedures and principles be performed and that the auditor certify the College’s Annual Financial Report to the Maryland Higher Education Commission to comply with the state of Maryland legal requirements governing community colleges; and

WHEREAS, The College’s current external audit services contract expired with the FY14 audit closing; and

WHEREAS, The senior vice president for administrative and fiscal services and the vice president of finance/CFO has requested a contract for external audit services to perform the Perkins loan program liquidation, financial, and single audits of Montgomery College, including a provision for audit services for the Montgomery College Foundation as an option to be exercised by the Foundation; and

WHEREAS, The director of procurement certifies that specifications were developed by appropriate College staff, and the vice president of finance/CFO certifies that funds are available in the FY15–16 operating budgets; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311, invitations to bid were publicly advertised in a local Montgomery county newspaper on January 21, 2015, and listed on College and state procurement websites; and

WHEREAS, Five responses were received, publicly opened, read aloud, and recorded, beginning at 3:00 p.m., on February 6, 2015; and

WHEREAS, Submitted proposals were evaluated and ranked by a committee consisting of College and Montgomery College Foundation staff, and, upon evaluation, it was determined that the proposal submitted by CliftonLarsonAllen, of Timonium, Maryland, was the highest rated proposal and meets all College requirements; and

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

Resolved, That a contract to purchase external audit services for Fiscal Years 2015, 2016, and 2017 for the College be awarded to CliftonLarsonAllen, of Timonium, Maryland for a total three-year price of \$222,000 and separate services for the Montgomery College Foundation be available under the contract, at the discretion of the Montgomery College Foundation, for a total price of \$57,000 for the same period; and be it further

Resolved, That the contract be renewed for FY18 at \$78,000 and FY19 at \$80,000 for the College, as long as service is satisfactory, funds are available, and it is in the best interest of the College; and be it further

Resolved, That the contract be renewed for FY18 at \$21,000 and FY19 at \$22,000 for the Montgomery College Foundation, as long as service is satisfactory, funds are available, and it is in the best interest of the Montgomery College Foundation.

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

Agenda Item Number: 12
March 23, 2015

**APPROVAL OF MEMORANDUM OF AGREEMENT – COLLECTIVE BARGAINING
AGREEMENT BETWEEN MONTGOMERY COLLEGE AND AMERICAN ASSOCIATION OF
UNIVERSITY PROFESSORS, MONTGOMERY COLLEGE CHAPTER**

BACKGROUND

Representatives of the Board of Trustees and the American Association of University Professors (AAUP), Montgomery College Chapter, have reached a successor agreement to the full-time faculty collective bargaining agreement. The amendments to the agreement include: increment adjustments in fiscal years 2016, 2017, and 2018; general wage adjustments equal to two and a half (2.50) percent of salary in fiscal year 2016, two and three-quarters (2.75) percent of salary in fiscal year 2017, and two and three-quarters (2.75) percent of salary in fiscal year 2018. There shall be increases to the educational assistance program in individual reimbursement amounts, overall amounts, and travel amounts available in each fiscal year. Further, the grievance procedure was amended to include grievance mediation and arbitration. Amendments to the agreement include a new section on the role of full-time faculty, an increase in office hours per week, and instructional faculty who teach in the summer will be required to hold office hours as well. Additionally, any year in which the academic calendar exceeds 195 days, full-time faculty will be paid for each day over 195. Amendments also include an increase in release time ESH and the elimination of Appendix II, Pay for Rehired Retired Faculty.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the attached resolution approving the collective bargaining agreement, authorizing the Board Chair to execute the memorandum of agreement, and delegating to the president the authority and responsibility to implement and administer the agreement.

BACKUP INFORMATION

Resolution

Tentative Agreement between the Board of Trustees and the American Association of University Professors, March 18, 2015 (Board Members Only)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSONS

Ms. Awwad
Ms. Hickey
Ms. Porter
Dr. Williams

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

Resolution Number: **15-03-023**
Adopted on: **3/23/2015**

Agenda Item Number: 12
March 23, 2015

**Subject: Approval of Memorandum of Agreement – Collective Bargaining Agreement
between Montgomery College and American Association of University
Professors, Montgomery College Chapter**

WHEREAS, The American Association of University Professors (AAUP), Montgomery College Chapter, is the exclusive representative authorized to negotiate on behalf of full-time faculty members at Montgomery College; and

WHEREAS, A tentative agreement with amendments to the collective bargaining agreement has been negotiated by teams representing the Board of Trustees and the AAUP, Montgomery College Chapter; and

WHEREAS, On February 13, 2015, the members of AAUP ratified the tentative agreement; and

WHEREAS, The negotiating team representing the Board recommends approval of the tentative agreement by the Board; and

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

Resolved, That the Board of Trustees adopts and approves the amendments to the collective bargaining agreement set forth in the attached tentative agreement; and be it further

Resolved, That the Board of Trustees authorizes the Board Chair to execute the tentative agreement between the Board of Trustees of Montgomery College and American Association of University Professors, Montgomery College Chapter; and be it further

Resolved, That the Board of Trustees delegates to the president the responsibility and authority to implement and administer the collective bargaining agreement and to further delegate responsibility for the implementation and administration of the agreement to appropriate College staff.

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

Agenda Item Number: 13
March 23, 2015

POLICY MODIFICATION: 45003–Determination of Applicable Tuition and Fees Rates; State Aid

General Information

Policy Number:	45003
Contained in Chapter:	Chapter Four
Policy Title:	Determination of Applicable Tuition and Fees Rates; State Aid
Policy Creation Date:	January 18, 1982
Most Recent Modification Date:	January 25, 2013

Changes, Additions, Deletions

Line Number	Purpose
Title	Changed the title of the policy to “Tuition and Fees; State Aid.”
21	Created new section and heading.
5, 7-8	Added reference to the “Education Article of the Annotated Code of Maryland” and spelled out “Annotated.”
20	Deleted the example legislation as unnecessary.
31-178	Will move this language to the procedure to aid in complying with federal law on tuition for veterans as well as future required changes.
180	Renumbered this section; deleted “designee.”
181-182	Deleted reference to “the above” sections that will now be part of the procedure; added “this policy” to make the statement consistent with other Board policies.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the modifications to Policy 45003–Determination of Applicable Tuition and Fees Rates; State Aid; henceforth known as 45003–Tuition and Fees; State Aid.

BACKUP INFORMATION

Resolution
Policy 45003–Tuition and Fees; State Aid

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Dungy

RESOURCE PERSON

Ms. Gregory

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

Resolution Number: **15-03-024**
Adopted on: **3/23/2015**

Agenda Item Number: 13
March 23, 2015

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

WHEREAS, Maryland law grants authority to the Board of Trustees to set tuition and fees for Montgomery College students; and

WHEREAS, The Board of Trustees created Policy 45003–“Determination of Applicable Tuition and Fees Rates; State Aid” in 1983; and

WHEREAS, The policy has served an important purpose in setting forth the basic tuition structure that promotes the education of all qualified students in the community; and

WHEREAS, The policy meets Maryland Higher Education Commission requirements for submission of state aid reports; and

WHEREAS, The policy has been reviewed and updated; and

WHEREAS, The president recommends that the Board adopt the modifications; now therefore be it

Resolved, That Policy 45003–“Determination of Applicable Tuition and Fees Rates; State Aid” be amended as indicated in the attached draft to update and clarify the language; and be it further

Resolved, That the president is authorized to implement these changes.

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

Agenda Item Number: 14
March 23, 2015

**CAPITAL BUDGET FUND TRANSFER
FROM THE ROCKVILLE CAMPUS SCIENCE CENTER PROJECT
TO THE PLANNED LIFECYCLE ASSET REPLACEMENT PROJECT**

BACKGROUND

Request:	To authorize a funds transfer from the Rockville Campus Science Center Project to the Planned Lifecycle Asset Replacement (PLAR) Project. The Rockville Campus Science Center opened in fall 2010 and all purchases for this building have been completed. The additional funds in the PLAR Project will be used for implementation of the campus mass notification system.
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services, and the Vice President of Facilities and Security
Approval Type:	Fund transfer between capital projects
Explanation of Request:	In accordance with county fiscal procedures, the Board is authorized to transfer funds among College projects within the capital budget, as long as a transfer does not exceed 10 percent of the total appropriation. The requested transfer is within the parameters set by the county, and the funding sources for both projects are compatible. This action is in accordance with the Rockville Campus Science Center Project closeout as approved by the Board in the FY16 capital budget.
Reason Being Brought to Board:	Board approval is required for all fund transfers between capital projects.
Total Dollar Amount:	\$24,000
Certification:	The vice president of finance/chief finance officer certifies that funds are available in the appropriate capital funds budget.

RECOMMENDATION

It is recommended that the Board of Trustees approve a transfer of funds for \$24,000 from the Rockville Campus Science Center Project to the Planned Lifecycle Asset Replacement Project. The additional funds in the Planned Lifecycle Asset Replacement Project will be used for implementation of the campus mass notification system.

BACKUP INFORMATION

Board Resolution

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSONS

Dr. Yeatts
Ms. Sherman
Mr. Sorrell

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

Resolution Number: **15-03-025**
Adopted on: **3/23/2015**

Agenda Item Number: 14
March 23, 2015

Subject: Capital Budget Fund Transfer from the Rockville Campus Science Center Project to the Planned Lifecycle Asset Replacement Project

WHEREAS, In accordance with College policy on the capital budget, a movement of funds between projects authorized in the capital budget must be consistent with county fiscal procedures authorizing such transactions; and

WHEREAS, The county has indicated that the Board is authorized to transfer a maximum of 10 percent from any one College project to projects within the College's capital budget; and

WHEREAS, The addition of funds to the Planned Lifecycle Asset Replacement Project will be used for implementation of the campus mass notification system; and

WHEREAS, Funds totaling \$24,000 are available in the FY15 capital budget Rockville Campus Science Center Project that can be used for this purpose; and

WHEREAS, The vice president of finance/chief finance officer certifies that the funds are available in the FY15 capital budget for this transfer and also certifies that the amount to be transferred, \$24,000, is within the 10 percent limit; and

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

Resolved, That \$24,000 be transferred from the Rockville Campus Science Center Project in the FY15 capital budget to the Planned Lifecycle Asset Replacement Project in order to provide it with additional funds for the campus mass notification system; and be it further

Resolved, That the county executive and the county council be notified of this action.

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

Agenda Item Number: 15
March 23, 2015

BOARD OF TRUSTEES SCHEDULE OF MEETINGS FOR FISCAL YEAR 2016

BACKGROUND

The Maryland Open Meetings Act, based on the General Assembly's determination in favor of open decision-making by public bodies in the maintenance of a democratic society, provides that, except in special and appropriate circumstances: (1) public business be performed in an open and public manner; and (2) citizens be allowed to observe the performance of public officials and the deliberations and decisions that the making of public policy involves. In addition, Montgomery College Board of Trustees bylaws state that the Board shall give reasonable advance notice of its open meetings. The notice shall be in writing and shall include the date, time, and place of the meeting and shall be publicized by posting to the Board's website and any other method reasonably designed to give public notice.

RECOMMENDATION

It is recommended that the Board adopt the attached schedule of meetings for Fiscal Year 2016.

BACKUP INFORMATION

Board Resolution
Montgomery College Board of Trustees Schedule of Meetings for Fiscal Year 2016 (Board Members only)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Cain

RESOURCE PERSONS

Ms. Graham
Ms. Lee

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

Resolution Number: **15-03-026**
Adopted on: **3/23/2015**

Agenda Item Number: 15
March 23, 2015

Subject: Board of Trustees Schedule of Meetings for Fiscal Year 2016

WHEREAS, The Maryland Open Meetings Act, based on the General Assembly's determination in favor of open decision-making by public bodies in the maintenance of a democratic society, provides that, except in special and appropriate circumstances: (1) public business be performed in an open and public manner; and (2) citizens be allowed to observe the performance of public officials and the deliberations and decisions that the making of public policy involves; and

WHEREAS, Montgomery College Board of Trustees bylaws state that the Board shall give reasonable advance notice of its open meetings; and

WHEREAS, The notice shall be in writing and shall include the date, time, and place of the meeting and shall be publicized by posting to the Board's website and any other method reasonably designed to give public notice; and

WHEREAS, Attached to this resolution is a schedule of meetings for Fiscal Year 2016, and while intended to be held as planned, those meetings may be changed based on circumstance according to the Board's bylaws, the Maryland Open Meetings Act, and availability; and

WHEREAS, The public will be notified of the Fiscal Years 2016 schedule as well as any change in meeting dates in accordance with the Board of Trustees bylaws and the Maryland Open Meetings Act; 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 adopts the attached Schedule of Meetings for Fiscal Year 2016.