

# MONTGOMERY COLLEGE BOARD OF TRUSTEES

## RECORD OF RESOLUTIONS February 21, 2005 Board Meeting

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MONTGOMERY COLLEGE  
campuses at  
Germantown, Rockville, Takoma Park  
Maryland

Agenda Item # \_\_\_\_\_

February 21, 2005

Adopted on 02/21/05

BOARD OFF TRUSTEES  
RESOLUTION

Resolution # 05-12

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

WHEREAS, Ms. Margaret Ann Johnson has served Montgomery College with dedication and distinction for 36 years and retired from the College as of December 31, 2004; and

WHEREAS, in her earlier capacity as a cook, Auxiliary Services, (1968 – 1984), Ms. Johnson provided excellent meals for the College community; and

WHEREAS, in her later capacity as mail clerk, Ms. Johnson made significant contributions to staff and faculty of the College, thus contributing to the success of the student body; and

WHEREAS, she was always more than competent in addressing all aspects of her responsibilities; and

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

WHEREAS, she received a Special 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 her overall high ratings on her performance evaluations and in the extraordinary notations of appreciation received from the College community; and

WHEREAS, the President of the College recommends this public recognition of Ms. Margaret 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. Margaret Ann Johnson for her 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 be presented to Ms. Margaret Ann Johnson.

CRN:abg

Agenda Item # \_\_\_\_\_

MONTGOMERY COLLEGE  
BOARD OF TRUSTEES

February 21, 2005

## **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 on new hires and employees who have separated from the College.

### **RECOMMENDATION**

It is recommended that the Board adopt the attached report.

### **BACK-UP INFORMATION**

Board Resolution  
Personnel Actions Confirmation Report

### **RESOURCE PERSONS**

Ms. Lawyer  
Ms. Bokor

MONTGOMERY COLLEGE  
campuses at  
Germantown, Rockville, Takoma Park  
Maryland

Agenda Item # \_\_\_\_\_

February 21, 2005

Adopted on **02/21/05**

BOARD OF TRUSTEES  
RESOLUTION

Resolution # **05-13**

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, 2005, to January 31, 2005; 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 action of the President.

Attachment

CRN:abg

MONTGOMERY COLLEGE

SUMMARY OF PERSONNEL ACTIONS

From and Including January 1, 2005, to and Including January 31, 2005

**STAFF**

**STAFF EMPLOYMENTS**

Effective Date	Name	Position Title	Grade	Location
1/24/05	D'Ambrosia, James P	Acad Network Spec	J	Academic Computing Team
1/24/05	Law, Daman H	Analyst/Programmer	K	Office of Info Tech
1/24/05	Le, Mai T	Instructional Asst/PT	G	Business/Science/Math/Tech GT
1/10/05	Ramudu, Subha Rao	Blg Service Worker	A	Facilities Maintenance TP
1/24/05	Realpe, America E	Blg Service Worker	A	Facilities Maintenance RV
1/10/05	Woods, Dianne V	Office Asst	E	English/Lit/Prof Writing RV
1/24/05	Zimmerelli, Lisa D	Learning Ctr Asst Dir	J	Humanities & Social Science

**STAFF SEPARATIONS**

1/21/05	Barnes, Geraldine M	Senior Admin Aide	G	Student Development TP
1/21/05	Catron, James E	Senior Accountant	K	Finance Financial Reporting
1/14/05	Dadgostar, Doris J <sup>1</sup>	Instructional Asst	G	Writing Center RV
1/03/05	Johnstone, Deborah M	Asst To The Provost	J	Provost TP
1/06/05	Parks, R W	Electrician	H	Facilities Operations TP

**STAFF EMPLOYMENTS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	1	1	1	1	0	4
Male	0	0	0	2	1	3
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>7</b>

**STAFF SEPARATIONS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	2	1	0	0	0	3
Male	2	0	0	0	0	2
<b>TOTAL</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>

**FACULTY**

**FACULTY EMPLOYMENTS**

Effective Date	Name	Position Title	Location
1/13/05	Bobys, Richard S	Professor	Sociol/Anthr/Crim Justice RV
1/13/05	Butler, Barbara M	Associate Professor	Nat/App'l Sci,Bus/Mgt,Info Sci TP
1/24/05	Hawthorne, Ophelia A	Assistant Professor	Nat/App'l Sci,Bus/Mgt,Info Sci TP
1/13/05	Medley, India M	Associate Professor	Health Sciences TP
1/13/05	Ngala, Benedict O	Assistant Professor	Humanities/Soc Sci/Educ GT
1/13/05	Pemmarazu, Radhakrishna M	Associate Professor	Business & Econ RV
1/13/05	Smith, Sean M	Assistant Professor	Humanities/Soc Sci/Educ GT
1/13/05	Tosado, II, Luis A	Associate Professor	Humanities/Soc Sci/Educ GT
1/13/05	Vilmar-Matthews, Chantal	Associate Professor	Applied Technologies RV

<sup>1</sup> Retirement

**FACULTY SEPARATIONS**

1/4/05	Bissett, Wyatt H <sup>1</sup>	Professor	Psychology RV
1/4/05	Chase, Barbara J	Professor	Read/ESL/Foreign Lang/Phil RV
1/4/05	Chellaiah, Arasu	Associate Professor	Nat/App'l Sci,Bus/Mgt,Info Sci TP
1/4/05	Devlin, Christina M	Assistant Professor	Humanities/Soc Sci/Educ GT
1/13/05	Glassman, Eileen B	Associate Professor	Business & Econ RV
1/4/05	Iqbal, Sabiha	Assistant Professor	Business & Econ RV
1/4/05	Perry, Sharrod D	Assistant Professor	Nat/App'l Sci,Bus/Mgt,Info Sci TP
1/4/05	Rogers, Sally <sup>1</sup>	Professor	Sociol/Anthr/Crim Justice RV RV
1/4/05	Schwartz, Jeffrey R <sup>1</sup>	Professor	Business & Econ RV
1/4/05	Tosado, II, Luis A	Associate Professor	Humanities/Soc Sci/Educ GT
1/4/05	Vernosky, Frances Y	Associate Professor	Humanities/Soc Sci/Educ GT
1/4/05	Willard, Ronald C	Assistant Professor	Business/Science/Math/Tech GT
1/13/05	Wong, Yim-King	Professor	Read/ESL/Foreign Lang/Phil RV

**FACULTY EMPLOYMENTS: Ethnicity and Gender**

	<u>White</u>	<u>Black</u>	<u>Hispanic</u>	<u>Asian</u>	<u>American Indian</u>	<u>TOTAL</u>
Female	0	4	0	0	0	<b>4</b>
Male	2	1	1	1	0	<b>5</b>
<b>TOTAL</b>	<b>2</b>	<b>5</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>9</b>

**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	5	0	0	2	0	<b>7</b>
Male	3	1	1	1	0	<b>6</b>
<b>TOTAL</b>	<b>8</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>0</b>	<b>13</b>

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<sup>1</sup> Retirement

Agenda Item # \_\_\_\_\_

MONTGOMERY COLLEGE  
BOARD OF TRUSTEES

February 21, 2005

**AWARD OF CONTRACT  
PRE-CONSTRUCTION SERVICES (BID NO. 600-006)  
CULTURAL ARTS CENTER  
TAKOMA PARK CAMPUS EXPANSION PROJECT**

**BACKGROUND**

In December 1999, Bovis Lend Lease was appointed project/construction manager for the duration of the Takoma Park Campus Expansion project. They performed in a very successful manner and completed the Phase One projects. In the summer of 2004, they began construction of Phase Two, the Student Services Center, and will continue working on-site during the construction of this project. Now Bovis will move into the Phase Three tasks involving pre-construction services associated with the Cultural Arts Center design effort. Bovis is responsible for providing overall project coordination, cost estimates for each design phase, and constructability reviews as well as value engineering recommendations during the design effort. A subsequent contract will be negotiated with Bovis, and recommended for Board consideration, to provide construction management services during the actual construction of the Cultural Arts Center. During fee negotiations with Bovis in late 1999, estimated fees for pre-construction services for Phase Three pre-construction and construction management services were submitted to the College. The fee for pre-construction services was \$263,958 and following a review with Bovis of the scope of work, this figure remains the amount recommended for an award of contract. Following this Board action, the contract award will be submitted to the State Board of Public Works for approval.

**RECOMMENDATION**

It is recommended that, contingent upon Maryland State Board of Public Works approval, a contract for pre-construction services for the Takoma Park Campus Cultural Arts Center be awarded to Bovis Lend Lease at a fee of \$263,958.

**BACK-UP INFORMATION**

Board Resolution

**RESOURCE PERSONS**

Mr. Capp  
Mr. Moore  
Ms. Wormack

MONTGOMERY COLLEGE  
campuses at  
Germantown, Rockville, Takoma Park  
Maryland

BOARD OF TRUSTEES  
RESOLUTION

Agenda Item # \_\_\_\_\_

February 21, 2005

Adopted on **02/21/05**

Resolution # **05-14**

Subject: Award of Contract for Pre-Construction  
Services, Cultural Arts Center,  
Takoma Park Campus Expansion  
Project, Bid No. 600-006

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WHEREAS, on December 20, 1999, by Board Resolution #99-141, the Board of Trustees appointed Bovis Lend Lease of Bethesda, Maryland, as project and construction manager for the duration of the Takoma Park Campus Expansion Project, and awarded the firm a contract for such services associated with Phase One of the project; and

WHEREAS, at that time, the Facilities Office negotiated with Bovis Lend Lease estimated fees for Phases Two and Three, and that such fees would be agreed upon at that point in the project when services would be required; and

WHEREAS, the Chief Facilities Officer requests approval of a pre-construction services contract for the Cultural Arts Center, as part of Phase Three of the Takoma Park Campus Expansion project; and

WHEREAS, the Director of Procurement certifies that this recommendation for an award of contract is in accordance with College requirements; and

WHEREAS, the Facilities Office requested an updated fee proposal from Bovis Lend Lease of Bethesda, Maryland, and negotiated a final fee for pre-construction services for this project; and

WHEREAS, the Chief Business Officer certifies that contingent upon Maryland State Board of Public Works approval, funds are available in the FY2005 Capital Budget to enable the College to award the contract as recommended; and

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

Resolved, That contingent upon Maryland State Board of Public Works approval, that a contract for pre-construction services for the Cultural Arts Center on the Takoma Park Campus is awarded to Bovis Lend Lease of Bethesda, Maryland, at a fee of \$263,958; and be it further

Resolved, That the Board of Trustees respectfully requests of the State of Maryland Board of Public Works full 50 percent State funding of this contract; and be it further

Resolved, That upon receipt of the necessary approvals, the President is authorized to execute a contract with Bovis Lend Lease of Bethesda, Maryland, on behalf of the College.

CRN:abg

February 21, 2005

**AWARD OF CONTRACT  
ARCHITECTURAL AND ENGINEERING SERVICES (BID NO. 605-007)  
CULTURAL ARTS CENTER  
TAKOMA PARK CAMPUS EXPANSION PROJECT**

**BACKGROUND**

This contract award provides for architectural and engineering services for the design of the Cultural Arts Center at the Takoma Park Campus. This 52,000 gross square foot building, to be located at the corner of Georgia and Burlington Avenues in South Silver Spring, includes a five-hundred seat house, a black box theater and support facilities such as stage, ticket booth, control booth, dressing rooms, costume shop, prop shop, scene shop and storage as well as speech, theater, dance and music classrooms and faculty offices. Construction funding is anticipated in FY2007.

A request for proposal for architectural and engineering services was advertised on November 16, 2004. On December 14, 2004, the College received fifteen (15) responses from interested architectural and engineering firms. In accordance with the College's qualification-based selection process for consultant services, a selection committee comprised of Takoma Park Campus administration and faculty representatives, a community representative, and Facilities and Procurement staff completed a thorough review and evaluation of all submissions and short-listed five (5) highly qualified firms for interviews. Based on the interviews and final evaluation of each short-listed firm's qualifications, the selection committee recommended that SmithGroup, Inc. be appointed project architect. Based upon this recommendation, Facilities requested the architect to submit a fee proposal for design services for the Cultural Arts Center. The initial proposal from SmithGroup was subject to extensive scope of work discussions with College staff. A final proposal of \$1,430,145 for design services was submitted. An award for construction administration services will be made prior to the start of construction in FY2007. The design fee is recommended for action by the Board. Sufficient funds are available in the FY2005 Capital Budget for this contract award. Following Board action, the design contract will be submitted to the State Board of Public Works for approval

In addition, the Board should know that there may be an opportunity to expand the Cultural Arts Center by approximately 9,000 gross square feet to provide for a County-funded community multimedia public access center. The Montgomery County Office of Cable and Communications Administration together with other members of the multi-agency Public, Educational, and Governmental (PEG) Network have determined that there is need for such a facility in the down-county area. The County has expressed an interest in the possibility of housing this multimedia facility in the Cultural Arts Center in association with the College. Realizing the educational advantages inherent in such collaboration between the Takoma Park Campus and the County, College staff have been working with the appropriate County staff on space programming and other issues for the County's proposed multimedia facility addition to the Cultural Arts Center. If funds are approved for this facility in the County's FY2006 budget,

the SmithGroup will be asked for a separate fee proposal for design services for the building expansion. A contract modification to provide design and construction administration services for the County multimedia facility will then be recommended to the Board for award consideration.

SmithGroup has extensive experience in the design of academic and cultural and performing arts facilities. Among the firm's recently completed projects are the Discovery building in downtown Silver Spring and the Smithsonian Institution National Museum of the American Indian in the District of Columbia. Facilities staff checked the firm's references and received favorable responses.

#### RECOMMENDATION

It is recommended that, contingent upon Maryland State Board of Public Works approval, SmithGroup, Inc., of Washington, D.C., be appointed project architect to provide design and construction administration services for the Cultural Arts Center project and that a contract for architectural and engineering design services be awarded to SmithGroup, Inc. at a fee of \$1,430,145.

#### BACK-UP INFORMATION

Board Resolution  
RFP Architectural/Engineering Services List

#### RESOURCE PERSONS

Mr. Capp  
Mr. Moore  
Ms. Wormack

MONTGOMERY COLLEGE  
campuses at  
Germantown, Rockville, Takoma Park  
Maryland

BOARD OF TRUSTEES  
RESOLUTION

Agenda Item # \_\_\_\_\_

February 21, 2005

Adopted on **02/21/05**

Resolution # **05-15**

Subject: Award of Contract for Architectural and  
Engineering Services, Cultural Arts Center  
Takoma Park Campus Expansion Project,  
Bid No. 605-007

WHEREAS, in accordance with the amended and approved Facilities Master Plan for the Takoma Park Campus, the Chief Facilities Officer requests approval of an architectural and engineering services consultant contract for the Cultural Arts Center at the Takoma Park Campus as part of Phase Three of the Campus expansion project; and

WHEREAS, the Director of Procurement certifies that project specifications were developed by appropriate College staff; and

WHEREAS, a Request for Proposal for Architectural and Engineering Services was publicly advertised on November 16, 2004, in the Washington Post, Baltimore Sun; and the area Journal Newspapers and published by McGraw Hill Construction Dodge and Reed Construction Data and posted on the Montgomery College Procurement Web site, two State of Maryland Web sites, and the Montgomery County Web site; and

WHEREAS, one hundred and twenty (120) firms received the Request for Proposal, and fifteen (15) proposals for this project were submitted in the Office of Procurement at 3:00 p.m. local time on December 14, 2004; and

WHEREAS, in conformance with the College's consultant selection process, a selection committee composed of representatives of the Facilities and Procurement Offices, and the Takoma Park Campus reviewed and evaluated all of the project submissions; and

WHEREAS, all proposals were rated and ranked as outlined by the Request for Proposal's method of award, five highly qualified firms were selected for interviews, and following the interviews and a final evaluation of the five firms, the committee recommended that the firm SmithGroup, Inc., of Washington, D.C., be named project architect for the Cultural Arts Center at the Takoma Park Campus; and

WHEREAS, based upon this recommendation, the Facilities Office requested a fee proposal from SmithGroup, Inc., and negotiated a final fee for architectural and engineering design services for this project; and

WHEREAS, the Chief Business Officer certifies that, contingent upon Maryland State Board of Public Works approval, funds are available in the FY2005 Capital Budget to enable the College to award the contract as recommended; and

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

Resolved, That, contingent upon Maryland State Board of Public Works approval, SmithGroup, Inc., of Washington, D.C., is appointed project architect to provide design and construction administration services for the Cultural Arts Center project on the Takoma Park Campus; and be it further

Resolved, That, contingent upon Maryland State Board of Public Works approval, a contract for architectural and engineering design services for the Cultural Arts Center on the Takoma Park Campus is awarded to SmithGroup, Inc., of Washington, D.C., at a fee of \$1,430,145; and be it further

Resolved, That the Board of Trustees respectfully requests of the State of Maryland Board of Public Works the full State-eligible share of funding for this contract; and be it further

Resolved, That, upon receipt of the necessary approval, the President is authorized to execute a contract for design services with SmithGroup, Inc., of Washington, D.C., on behalf of the College.

CRN:abg

Agenda Item # \_\_\_\_\_

MONTGOMERY COLLEGE  
BOARD OF TRUSTEES

February 21, 2005

**ROTUNDA MILLWORK AND DISPLAYS  
STUDENT SERVICES CENTER, TAKOMA PARK CAMPUS  
BID NO. 605-004**

**BACKGROUND**

In May and June 2004, the Board approved the award of multiple construction trade contracts for the Student Services Center to be located on the Takoma Park Campus. Construction began in July 2004 and the building opening is anticipated in spring of 2006. The work associated with the fabrication and installation of millwork and wall displays in the rotunda areas of the building was approved by Maryland Department of Budget and Management as part of furniture and equipment submittal for this project. Furniture and equipment funding is included in FY2006 College capital budget request and becomes available July 1, 2005. The rotunda millwork is essential to the overall project and a contract award for this work must be expedited prior to July 2005 in order to accommodate the building's construction schedule. College staff discussed this issue with State agencies and obtained consensus to proceed with this work using existing Takoma Park Campus Expansion project funds. This will not adversely impact the funds to be received in July 2005.

This project was advertised for bid in area newspapers on November 16, 2004. Bid notices were mailed to seven trade contractors and also posted on the College's Procurement web site, two State of Maryland web sites, and the Montgomery County web site. Bids were opened on December 14, 2004 and one bid was received in the amount of \$187,184. References provided by the bidder were checked and positive responses were received. Funds are available for this work in the Takoma Park Campus Expansion project in the FY2005 Capital Budget.

**RECOMMENDATION**

It is recommended that, contingent upon State of Maryland Board of Public Works approval, an award of contract for \$187,184 be made to Master Carpentry Corporation, 8740-27 Cherry lane, Laurel, Maryland as the low responsible bidder for the work associated with millwork and displays in the rotunda areas of the Student Services Center, Takoma Park Campus.

**BACK-UP INFORMATION**

Board Resolution  
Summary of Bids  
Bidders List

**RESOURCE PERSONS**

Mr. Capp  
Ms. Wormack  
Mr. Moore

MONTGOMERY COLLEGE  
campuses at  
Germantown, Rockville, Takoma Park  
Maryland

BOARD OF TRUSTEES  
RESOLUTION

Agenda Item # \_\_\_\_\_

February 21, 2005

Adopted on **02/21/05**

Resolution # **05-16**

Subject: Award of Contract, Rotunda Millwork and Displays,  
Student Services Center, Takoma Park Campus,  
Bid No. 605-004

WHEREAS, consistent with the Takoma Park Campus Expansion plan, the Chief Facilities Officer requests approval of a contract for millwork and displays for the rotunda areas of the Student Services Center at the Takoma Park Campus; and

WHEREAS, the Director of Procurement certifies that project specifications and drawings were developed by appropriate College staff and consultants; and

WHEREAS, pursuant to Md. (Educ.) Ann. Sec. 16-311, invitations to bid were publicly advertised on November 16, 2004, in the Washington Post, Baltimore Sun; and the area Journal Newspapers and published by McGraw Hill Construction Dodge and Reed Construction Data and bid notices were sent to seven contractors and posted on the Montgomery College Procurement Web site, two State of Maryland Web sites, and the Montgomery County Web site; and

WHEREAS, one bid for this project was received in the Office of Procurement and was publicly opened, read aloud, and recorded on December 14, 2004; and

WHEREAS, the Director of Procurement has determined that the bid submitted by Master Carpentry Corporation, meets all College specifications and is therefore a responsive bid; and

WHEREAS, the Chief Business Officer certifies that, contingent upon Maryland State Board of Public Works approval, funds are available in the FY2005 Capital Budget to enable the College to award the contract as recommended; and

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

Resolved, That contingent upon State of Maryland Board of Public Works approval, a contract for providing all necessary materials, labor, equipment, and insurance to furnish and install millwork and displays for the rotunda areas of the Student Services Center at the Takoma Park Campus, is awarded to Master Carpentry Corporation, Laurel, Maryland, for the total amount of \$187,184; and be it further

Resolved, That the Board of Trustees respectfully requests of the State of Maryland Board of Public Works the full State-eligible share of funding for this contract; and be it further

Resolved, That upon receipt of the necessary approval, the President is authorized to execute a contract with Master Carpentry Corporation, Laurel, Maryland, on behalf of the College.

CRN:abg

Agenda Item # \_\_\_\_\_

MONTGOMERY COLLEGE  
BOARD OF TRUSTEES

February 21, 2005

**GRADUATES RECEIVING THE ASSOCIATE DEGREE  
AND THE ONE-YEAR PROGRAM CERTIFICATE IN FALL 2004**

**BACKGROUND**

The attached lists of students have met all graduation requirements for their respective degree or certificate. This has been certified by the Director of Admissions, Records and Registration.

**RECOMMENDATION**

It is recommended that the Board of Trustees ratify these graduates as having met all requirements and recognize their receipt of their respective degree or certificate.

**BACK-UP INFORMATION**

Board Resolution  
List of Graduates (Trustees only)

**RESOURCE PERSON**

Mr. Helberg

Montgomery College  
campus at  
Germantown, Rockville, Takoma Park  
Maryland

Agenda Item # \_\_\_\_\_

February 21, 2005

Adopted on **02/21/05**

BOARD OF TRUSTEES  
RESOLUTION

Resolution # **05-17**

Subject: Graduates Receiving the Associate Degree and the One-Year Program Certificate in Fall 2004

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

WHEREAS, the students of Montgomery Community College, as listed on the attachments, have been certified by the Director of Admissions, Records and Registration of the College to have completed the prescribed courses and curriculum, met all other requirements of the College, and received the degree or certificate for which he/she qualified; and

WHEREAS, the faculty has recognized the students of Montgomery Community College, as listed on the attachments, as having received their respective Associate Degree or One-Year Program Certificate; and

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

Resolved, That the Board of Trustees recognizes the students of Montgomery Community College, as listed on the attachments, as having received their respective Associate Degree or One-Year Certificate.

Attachment (Trustees only):

1. Germantown Campus Graduates
2. Rockville Campus Graduates
3. Takoma Park Campus Graduates
4. School of Art and Design

CRN:abg

Agenda Item # \_\_\_\_\_

MONTGOMERY COLLEGE  
BOARD OF TRUSTEES

February 21, 2005

**SUPPLEMENTAL APPROPRIATION REQUEST AND REQUEST  
FOR ADDITIONAL COUNTY FUNDS  
FY2005 OPERATING BUDGET (CURRENT FUND) - UTILITIES**

**BACKGROUND**

This supplemental appropriation request is recommended to provide sufficient funds in the FY2005 College utility budget. A \$611,658 utility budget deficit is projected due to unprecedented cost escalation as a result of deregulated utilities responding to energy commodities markets. Since the utility budget was prepared in the fall of 2003, using rates developed by the County's Interagency Committee on Energy and Utility Management (ICEUM), electricity rates have increased 17% and fossil fuels have increased 30%. The Facilities Office represents the College on ICEUM and on the County's joint utility procurement efforts. All County agencies are affected by these rate increases and a special appropriation of \$3.3 million was recently approved for MCPS by the County Council to cover their projected utility budget deficit.

**RECOMMENDATION**

It is recommended that a supplemental appropriation request amending the College's approved FY2005 Operating Budget (Current Fund) in the amount of \$611,658 be submitted to the County Executive and County Council for consideration in order to provide additional County funds for projected College utility expenditures through June 30, 2005.

**BACK-UP INFORMATION**

Board Resolution

**RESOURCE PERSONS**

Mr. Capp  
Ms. Dimon

MONTGOMERY COLLEGE  
campuses at  
Germantown, Rockville, Takoma Park  
Maryland

BOARD OF TRUSTEES  
RESOLUTION

Agenda Item # \_\_\_\_\_

February 21, 2005

Adopted on 02/21/05

Resolution # 05-18

Subject: Supplemental Appropriation Request and Request for  
Additional County Funds, FY2005 Operating Budget  
(Current Fund) --Utilities

WHEREAS, on May 27, 2004, by Council Resolution #15-632, the County Council approved and appropriated \$151,208,164 for the FY 2005 Montgomery College Operating Budget which included \$2,937,322 for utilities; and

WHEREAS, on June 21, 2004, by Board Resolution #04-81, the Board of Trustees approved the final adoption of the FY2005 Operating Budget for the College as amended and approved by the County Council; and

WHEREAS, due to continuing utility deregulation and unforeseen price escalation in response to energy commodity markets, the College has experienced a 17% increase in the cost of electricity and a 30% increase in the cost of fossil fuels; and

WHEREAS, the College participates on both the interagency energy management group and the County's joint utility procurement group; and

WHEREAS, the budget was prepared using the projected utility rates prepared by the County's interagency energy management group using the best information available, but rate increases could not be avoided; and

WHEREAS, the College desires to amend the FY2005 Operating Budget (Current Fund) and provide for a supplemental appropriation of \$611,658 in additional County funds for the College utility budget; and

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

Resolved, That the Board amends the FY2005 Operating Budget (Current Fund) to include a supplemental appropriation request of \$611,658 to the utility budget from additional county funds; and be it further

Resolved, That the Board authorizes the President to transmit the supplemental appropriation request to the Montgomery County Executive for review and recommendation to the Montgomery County Council for final action for funding.

CRN:abg