

MONTGOMERY COLLEGE BOARD OF TRUSTEES

RECORD OF RESOLUTIONS March 21, 2006 Board Meeting

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

Resolution Number: **06-03-024**
Adopted on: 03/21/06

Agenda Item Number: _____
March 21, 2006

Subject: Tribute to Professor Anita Joyce

WHEREAS, the death on January 2, 2006, of Professor Anita Joyce, an instructor for more than twenty-two years at the College and most recently in the Business, Science, Mathematics, and Technology Division, has deeply saddened the College community; and

WHEREAS, Professor Joyce performed her duties in the Mathematics Department with enthusiasm and dedication, and she played a significant role in the success of many students by bringing out the best in them by always doing her best; and

WHEREAS, Professor Joyce performed her duties as a staff member, faculty member, and as a faculty leader with enthusiasm, commitment, dedication, and grace; and

WHEREAS, Professor Joyce began her service to the College in 1983 as an adjunct faculty member teaching mathematics at the Rockville Campus and continued to teach part-time until 2001 when she became a full-time professor of mathematics; and

WHEREAS, in 1997 she was hired as the first permanent staff member for the fledging Math Learning Center at Germantown, beginning as a part-time Instructional Assistant, and by 2001 was the Math Accounting Learning Center Supervisor; and

WHEREAS, the number of student requests for support in the Center grew from 2073 students to almost 7000 students per year during her four years of leadership, and the number of hours per week the Center was open grew from 47 to 64; and

WHEREAS, Professor Joyce served her discipline as the MA 100 Coordinator and was on the Math Curriculum Revision Committee; and

WHEREAS, she was a pioneer in distance learning and offered a variety of on-line mathematics courses; and

WHEREAS, during her short four and a half years as a full-time professor, Professor Joyce served on campus and College governing committees including the Germantown Faculty Council from 2002-2004, acting one year as Chair; Academic Assembly, and the Governance Group; and

WHEREAS, she also served on other collegewide committees, including the Commencement 2004 Committee and the Transfer Council; and

WHEREAS, Professor Joyce was held in high esteem by supervisors, staff, peers, and students and distinguished herself as an accomplished, concerned, and dedicated instructor and colleague; and

WHEREAS, Professor Joyce was passionate about her profession and devoted to the mission of the College and to the support of its students, faculty, and staff; and

WHEREAS, Professor Joyce had many friends in the College community; and

WHEREAS, Professor Anita Joyce's untimely death represents a profound loss for students, faculty, staff, and friends at Montgomery College; and

WHEREAS, the President of the College recommends that the Board adopt this resolution; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere sorrow at the passing of Professor Anita Joyce and extend their deepest sympathy to her family members and friends; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting and that a copy be forwarded to the family of Professor Anita Joyce.

CRN:abg

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

Resolution Number: **06-03-025**
Adopted on: 03/21/06

Agenda Item Number: _____
March 21, 2006

Subject: Retirement of Ms. Linda C. Dockeray

WHEREAS, Ms. Linda C. Dockeray has served Montgomery College with dedication and distinction for more than eighteen years and retired from the College as of October 21, 2005; and

WHEREAS, she started her employment with the College in 1985 as a temporary employee; and

WHEREAS, in her latest capacity as a Mail Clerk, in the Office of Facilities (1990-2005), Ms. Dockeray made significant contributions to staff and faculty of the College, thus contributing to the success of the student body; and

WHEREAS, in her earlier capacity as a Cashier, Finance Department (1985 – 1988), Ms. Dockeray served the College community by diligently distributing payroll checks, verifying the accuracy of financial transactions, and making deposits to the appropriate College accounts; and

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

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

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

WHEREAS, the President of the College recommends this public recognition of Ms. Dockeray 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. Linda C. Dockeray for her many contributions to the College, and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting and a copy be presented to Ms. Linda C. Dockeray.

CRN:abg

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

Resolution Number: **06-03-026**
Adopted on: 03/21/06

Agenda Item Number: _____
March 21, 2006

Subject: Retirement and Award of Emeritus Status To Professor Eugene Katzin

WHEREAS, Professor Eugene Katzin has served Montgomery College with dedication for twenty-one years as a faculty member in the Computer Science Department at the Rockville Campus and retired as of January 3, 2006; and

WHEREAS, he taught a variety of courses in computer applications and computer systems; and

WHEREAS, Professor Katzin is recognized as a committed and successful teacher, as a strong advocate and mentor for students, and as an effective student adviser; and

WHEREAS, Professor Katzin served with distinction as coordinator of the part-time faculty in the Computer Science Department for several years; and

WHEREAS, he volunteered as a liaison with industry to organize career-oriented, part-time employment for computer science students; and

WHEREAS, Professor Katzin is held in high regard for his service to his department and for his professionalism, his rapport with students, and his fellowship; and

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

WHEREAS, the Instructional Dean, the Vice President and Provost, the Executive Vice President for Academic and Student Services, and the President of the College recommend this public recognition of Professor Katzin on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Eugene Katzin for his service to the College and extend to him their best wishes that his retirement years be fulfilling and productive; and be it further

Resolved, That Professor Eugene Katzin is granted the status of Professor Emeritus and that he be accorded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Professor Eugene Katzin.

CRN:abg

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

Agenda Item Number: _____
March 21, 2006

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 PERSON(S)

Ms. Lawyer
Ms. Bokor

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

Resolution Number: **06-03-027**
Adopted on: 03/21/06

Agenda Item Number: _____
March 21, 2006

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 February 1, 2006, to and including February 28, 2006; 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.

Attachments

CRN:abg

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From and Including February 1, 2006, to and Including February 28, 2006

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Location	_____
2/20/06	Canada, Nancy E	Librarian / PT	K	IT Learning Center Library	TP
2/06/06	Claggett, Menjou A	Blg Service Worker	A	Facilities Maintenance	TP
2/20/06	Ekweonu, Obiora S	Media Technology Specialist	G	IT Learn Ctr Aud/Vis Instrc	GT
2/06/06	Howard, Daryl A	Blg Service Worker	A	Facilities Maintenance	RV
2/06/06	Johnson, Brenda C	WD & CE Prog Asst	F	WD & CE	
2/06/06	Kabigting, Pancraccio M	Blg Service Worker	A	Facilities Operations	RV
2/06/06	Kirton, Phillip T	Blg Service Worker	A	Facilities Maintenance	TP
2/06/06	Long, Kevin L	Senior Planning & Pol Analyst	L	Planning & Institutional Proj.	
2/20/06	Nicholas, Stephanie	WD & CE Prog Asst	F	Health Sciences	
2/06/06	Pun, Angela	WD & CE Prog Asst	F	WD & CE - Community Education	
2/06/06	Sarfarazi, Katrina W	Information & Referral Spec	G	Admission Records Regis Office	
2/20/06	Sheladia, Alpa K	Instructional Assoc	H	Nat/App'l Sci, Bus/Mgt, Info Sci	
2/06/06	Szubielski, Rick	Instructional Asst/10 Mos/PT	G	Humanities/Soc Sci/Educ	GT

STAFF SEPARATIONS

2/28/06	Johnson, Carolyn R ¹	Admin Aide	F	Hospitality Management
2/17/06	Pavlov, Michael V	Safety & Security Officer	E	Facilities Security - RV
2/10/06	Payne, Carol	Blg Service Worker/PT	A	Facilities Maintenance RV

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	2	2	0	2	0	6
Male	2	4	0	1	0	7
TOTAL	4	6	0	3	0	13

STAFF SEPARATIONS: Ethnicity and Gender

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

FACULTY

FACULTY EMPLOYMENTS: None

FACULTY SEPARATIONS: None

¹ Retirement

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

Agenda Item Number: _____
March 21, 2006

HONORARY DEGREE CANDIDATES

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, with an honorary degree.

RECOMMENDATION

We recommend the selection of three honorary degree recipients to be awarded at the College's 2006 commencement ceremonies.

BACK-UP INFORMATION

Board Resolution
Board Members only:
List of Recipients
List of Candidates

RESOURCE PERSONS

Mr. Sears
Ms. Sullivan

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

Resolution Number: **06-03-028**
Adopted on: 03/21/06

Agenda Item Number: _____
March 21, 2006

Subject: Honorary Degrees Candidates

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 Mr. Donald Dworkin, Ms. Sarah Silberman, and the Commencement speaker at the Commencement Ceremony on May 17, 2006.

CRN:abg

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

Agenda Item Number: _____
March 21, 2006

**AWARD OF CONTRACT
COLLEGEWIDE LANDSCAPE ARCHITECTURAL DESIGN, ENGINEERING,
AND RELATED SERVICES**

BACKGROUND

This contract award provides for landscape architectural design, engineering, and related services on all three campuses to address various site-related deficiencies and ADA accessibility issues. Due to the ongoing nature of the anticipated design tasks, and the often iterative process required to determine the correct solution, the Facilities and Procurement Offices have determined that on-call, task order-based design and engineering services are the most efficient and cost effective method for providing the necessary services over the next several years. This method of procurement is currently used by County and State agencies, as well as the University of Maryland and other public education institutions.

In accordance with the College's qualification-based selection process for consultant services, a request for proposals for collegewide Landscape Architectural Design, Engineering, and Related Services was advertised on January 27, 2006. On February 17, 2006, the College received 10 responses from interested landscape architecture firms. A selection committee composed of three members of the Central Facilities Office staff thoroughly reviewed all submissions. Based on the evaluation criteria listed in the Request for Proposals documents, each firm was ranked with a possible score from zero to one hundred. The highest evaluated total score was achieved by Slater Associates, Inc. (Columbia, Maryland), and the firm is recommended for this contract.

Based on the Board's anticipated action, Slater Associates, Inc. will be eligible for future task order projects for an initial two-year term of FY2006 and FY2007. Thereafter, the College has the right to reappoint Slater Associates, Inc., based upon acceptable performance, for one additional two-year term appointment in FY2008 and FY2009. During the initial two-year term, a fiscal limit of \$500,000 is established for the combined total of all anticipated multiple task order purchase orders that will be negotiated with the firm. The subsequent two-year term carries the same \$500,000 per term limit.

RECOMMENDATION

It is recommended that Slater Associates, Inc. be appointed project landscape architect to provide landscape architectural services for the College on all three campuses.

BACK-UP INFORMATION

Board Resolution
Bidders' List (Board Members only)

RESOURCE PERSONS

Mr. Capp
Mr. Moore
Ms. Wormack

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

Resolution Number: **06-03-029**
Adopted on: 03/21/06

Agenda Item Number: _____
March 21, 2006

Subject: Award of Contract, Collegewide Landscape Architectural Design, Engineering, and Related Services

WHEREAS, the Chief Facilities Officer requested a consultant contract for the provision of on-call, task-order based collegewide landscape architectural design, engineering, and related services to prepare drawings, specifications and other associated professional services to correct various site related deficiencies and ADA accessibility issues; and

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

WHEREAS, the Chief Business Officer certifies that funds have been requested in the FY2006 and FY2007 Capital and Operating Budgets, subject to Montgomery County Council approval, for planning, design and supervision services; and

WHEREAS, a Request for Proposals for Collegewide Landscape Architectural Design, Engineering, and Related Services was publicly advertised on January 27, 2006; and

WHEREAS, 73 firms received the Request for Proposals and 10 responses were received in the Office of Procurement and were publicly opened beginning at 3:00 p.m. local time on February 17, 2006; and

WHEREAS, in accordance with the College's consultant selection process, a selection committee composed of Facilities Office professional staff reviewed and evaluated all of the project submissions; and

WHEREAS, in accordance with the Evaluation Criteria as established in the Request for Proposals document, the Slater Associates, Inc. achieved the highest evaluated total score and is recommended by the committee for appointment; and

WHEREAS, based upon the acceptance of this recommendation, the College will negotiate individual on-call, task-order based landscape architectural services contract with the firm for an initial two-year term of FY2006 and FY2007 within a fiscal limit of \$500,000 for the combined total of all anticipated multiple task order purchase orders that will be negotiated with the firm, and that the College has the right to reappoint the firm, based upon its acceptable work effort, for up to one additional two-year term of FY2008 and FY2009 for additional landscape architectural services within the \$500,000 per term limit for the multiple task order purchase orders; and

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

Resolved, That Slater Associates, Inc. of Columbia, Maryland be appointed to the College's project landscape architect task order list; and be it further

Resolved, That the College may negotiate individual on-call, task-order based purchase orders with the firm for an initial two-year term of FY2006 and FY2007 within a fiscal limit of \$500,000 for the combined total of all anticipated multiple task orders, and that the College has the right to reappoint the firm, based upon its satisfactory performance, for one additional two-year term of FY2008 and FY2009 within the fiscal limit of \$500,000.

CRN:abg