

**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
February 17, 2009**

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**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Rockville, Maryland

Resolution Number: **09-02-011**
Adopted On: **2/17/09**

Agenda Item Number: 6A
February 17, 2009

Subject: Tribute to Dr. Patrick Feeney

WHEREAS, the death on December 3, 2008, of Dr. Patrick Feeney, professor of Sociology in the Department of Sociology, Anthropology and Criminal Justice at the Rockville Campus, has deeply saddened his colleagues, students, and friends at Montgomery College and in the community; and

WHEREAS, during his five years of service with the College, Dr. Patrick Feeney's colleagues have held him in high regard for influencing and enriching the lives of students and for being dedicated to strong principles regarding his approach to teaching; and

WHEREAS, Dr. Patrick Feeney mentored students in sociological research activities, which culminated in presentations by Montgomery College students at two Southern Sociological Society Annual Meetings, and in the development of Washington Metropolitan Area demographic research, which appeared in a nationally recognized Introduction to Sociology text; and

WHEREAS, Dr. Patrick Feeney actively developed multimedia social science materials to be used in the classroom and he willingly shared his expertise, ideas, and resources with other department members; and

WHEREAS, Dr. Patrick Feeney responded to the collegewide initiative on service learning with successful implementation in many of his courses; and

WHEREAS, Dr. Patrick Feeney enhanced his discipline and his department by his involvement in the development and teaching of a new course on Globalization Issues, by his versatility to teach a wide variety of sociology courses, and by serving on several hiring committees; and

WHEREAS, Dr. Patrick Feeney served as the secretary for the Montgomery College chapter of the American Association of University Professors; and

WHEREAS, he demonstrated a keen understanding of the "sociological imagination" and used his depth of discipline knowledge in dynamic classroom interactive discussions and applications; and

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

Resolved, That the members of the Board of Trustees express their great sorrow at the passing of Dr. Patrick Feeney and extend their deepest sympathy to his family members, friends, and colleagues; 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 Dr. Patrick Feeney.

BKJ:abg

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

Resolution Number: **09-02-012**
Adopted On: **2/17/09**

Agenda Item Number: 6B
February 17, 2009

Subject: Retirement Recognition for Mr. Ronald Wetteroth

WHEREAS, Mr. Ronald "Ron" Wetteroth served Montgomery College as an instructional assistant at the Rockville Campus for ten years and retired on January 22, 2009; and

WHEREAS, Ron is respected by his colleagues for his dedication, dependability, and effectiveness; and

WHEREAS, he consistently demonstrated a commitment to efficiency in order to better serve the needs of students in the Writing, Reading, and Language Center, a busy academic support services unit; and

WHEREAS, Ron also served admirably as an adjunct faculty member in the Department of Reading, English as a Second Language, World Languages, and Philosophy in 2000; and

WHEREAS, he is held in high regard by his colleagues and supervisor for his willingness to help students, ability to work independently, and enthusiasm for accomplishing tasks; and

WHEREAS, Ron was recognized by the Instructional Dean for Humanities in the fall of 2008 for his exemplary performance; 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 Mr. Ronald Wetteroth on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation of Mr. Ronald Wetteroth for his service to the College and extend to him their best wishes that his retirement years be fulfilling and productive; and it be 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 Mr. Ronald Wetteroth.

BKJ:abg

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE
ROCKVILLE, MARYLAND**

Resolution Number: **09-02-013**
Adopted On: **2/17/09**

Agenda Item Number: 6C
February 17, 2009

Subject: Retirement Recognition Mr. Leon D. Woodward

WHEREAS, Mr. Leon D. Woodward served Montgomery College with dedication for thirty-five years and retired from the College as of September 29, 2008; and

WHEREAS, during his College tenure, Mr. Woodward provided support to the Germantown Facilities Department as a Building Equipment Mechanic; and

WHEREAS, Mr. Woodward has been known for his willingness to assist faculty and staff in resolving issues; and

WHEREAS, Mr. Woodward received Special Recognition Awards in 1995, 1997, and 2000 for his outstanding performance to the College; and

WHEREAS, the Director of Facilities – Germantown Campus, the Associate Vice President for College Facilities, and the President of the College recommend this public recognition of Mr. Woodward on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Mr. Leon D. Woodward for his many contributions to the College and extend to him their best wishes that his 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 of this resolution be presented to Mr. Leon D. Woodward.

BKJ:abg

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

Agenda Item Number: 8
February 17, 2009

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: **09-02-014**
Adopted on: **2/17/09**

Agenda Item Number: 8
February 17, 2009

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, 2009, to and including January 31, 2009; 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

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From and Including January 1, 2009, to and Including January 31, 2009

STAFF

STAFF EMPLOYMENTS

Effective

Date	Name	Position Title	Grade	Location
01/05/2009	Amara, Amadu	Safety & Security Officer	E	Facilities Security - TP/SS
01/05/2009	Bania-Jha, Sabeen	Analyst/Programmer	K	Office of Info Tech
01/05/2009	Bogale, Eshetu A	Safety & Security Officer	E	Facilities Security - TP/SS
01/05/2009	Charles, Jahmal K	Safety & Security Officer	E	Facilities Security - TP/SS
01/21/2009	Coon, Deanna L	Instructional Associate	G	Arts/Humanities/SocialSciences
01/05/2009	Daniel, Nicole H	Senior Administrative Aide	G	Human Resources Office
01/05/2009	Eaton, Brett D	Director of Communications	N	Inst Adv Media/Pub Relations
01/21/2009	Emery, Kimberly M	Analyst/Programmer	K	Office of Info Tech
01/05/2009	Evelyn, Terrence M	Campus Director of Facilities	N	Facilities Operations - TP/SS
01/05/2009	Han, Nancy A	Senior Administrative Aide	G	Student Development
01/05/2009	Hertzler, Randal R	Librarian	K	IT Learning Center Admin RV
01/05/2009	Kelly-Walker, Yvette A	Human Resources Associate	G	Human Resources Office
01/21/2009	King, Christine M	Librarian	K	IT Learning Center Admin RV
01/21/2009	Manuel, Wilmara H	Adult Re-entry Program Dir	L	Student Development
01/21/2009	Mason, Brian J	Instructional Lab Coordinator	I	Communication Arts Technology
01/21/2009	McFadden, Janee K	Campus & Community Coordinator	K	Student Development
01/21/2009	Milhoan, Randy D	Network Services Specialist	H	Information Technology RV
01/21/2009	Mills, Michael A	Director of Distance Learning	N	Distance Learning
01/05/2009	Olsson, Aliya A	Financial Aid Assistant	F	Financial Aid RV
01/21/2009	Pandya, Niyati P	Librarian	K	IT Learning Center Admin RV
01/05/2009	Pillariseti, Mrudula N	Analyst/Programmer	L	Office of Info Tech
01/05/2009	Powers, Owen F	Instructional Associate	H	Nat/Appl Sci,Bus/Mgt,Info Sci
01/05/2009	Sessoms, Anthony D	Safety & Security Officer	E	Facilities Security - TP/SS
01/21/2009	Sushka, Nicole R	Service Learning Coordinator	I	Student Development
01/05/2009	Vanatta, Bonnie C	Office Assistant	E	Student Development GT
01/21/2009	Yu, Jay H	IT Security Analyst	L	Office of Info Tech

STAFF SEPARATIONS

01/12/2009	Crawley, Anita E ¹	Inter Dir, Online Inf & Dis Le	P	Distance Learning
01/02/2009	Jones, Andrea M	Instructional Asst	G	Business/Science/Math/Tech GT
01/22/2009	Wetteroth, Ronald G ¹	Instructional Asst PT	G	Writing Center RV

STAFF EMPLOYMENTS: Ethnicity and Gender

¹ Retirement

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	5	3	1	5	0	14
Male	6	5	0	1	0	12
TOTAL	11	8	1	6	0	26

STAFF SEPARATIONS: Ethnicity and Gender

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

FACULTY

FACULTY EMPLOYMENTS

Effective

Date	Name	Position Title	Location
01/20/2009	Amboor Jayaram, Geetha	Associate Professor	Health Sciences TP/SS
01/20/2009	Corfman, Lewis E	Assistant Professor	GITE RV
01/20/2009	Martinez, Natalie C	Instructor - N/T	Student Development RV
01/20/2009	Muchene, Edward M	Assistant Professor - N/T	Student Development TP/SS
01/20/2009	Saelzer, Pablo	Professor	Music RV
01/20/2009	Satrom, Heather B	Assistant Professor	Arts/Humanities/SocialSciences TP/SS

FACULTY SEPARATIONS

01/02/2009	Furilla, James L	Professor	Business & Econ
01/02/2009	Levine, Joel T	Assistant Professor	Nat/App'l Sci,Bus/Mgt,Info Sci
01/02/2009	Loun, Patricia S	Associate Professor	Humanities/Soc Sci/Educ GT
01/02/2009	Manns, Basil H	Professor	Physics/Eng/Geoscience RV
01/02/2009	Muchene, Edward M	Assistant Professor - N/T	Student Development TP/SS
01/02/2009	Noel, Melvina	Associate Professor	Read/ESL/Foreign Lang/Phil RV
01/02/2009	Palmer, Laura-Leigh V	Instructor	Humanities/Soc Sci/Educ GT
01/02/2009	Satrom, Heather B	Assistant Professor	Arts/Humanities/SocialSciences
01/02/2009	Scheibner, Belle A	Assistant Professor	Humanities/Soc Sci/Educ GT

FACULTY EMPLOYMENTS: Ethnicity and Gender

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

FACULTY SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	4	1	0	0	0	5
Male	3	1	0	0	0	4
TOTAL	7	2	0	0	0	9

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

Agenda Item Number: 9
February 17, 2009

ADOPTION OF THE FY2010 CURRENT, ENTERPRISE AND OTHER FUNDS BUDGETS

BACKGROUND

On December 15, 2008, the Proposed Operating Budget was presented to the Board of Trustees. This budget was a same service level budget and included increases for salary improvement according to the collective bargaining increases, benefit and utility cost increases, increases for the new buildings and a small amount for BOT grants. It included NO new positions or requests for new initiatives. The budget presented was a 6.9% increase which is not sustainable in the current fiscal environment where the news gets worse everyday. We asked to have more time to reduce the budget and to adopt in February instead of January.

The new budget request is \$218 million, a \$6.4 million (3%) increase from FY2009. Since December, the following reductions have been done: reduced salary improvement and a reduction in the base budget of \$1.2 million, including the elimination of 10 positions. This budget is still able to fund minimal salary improvement, benefit cost increases, BOT grants, utilities and the costs of opening new buildings/facilities.

The proposed budget includes a \$3/\$6/\$9 per credit hour tuition increase. The Board of Trustees acts on tuition and fee increases in April.

RECOMMENDATION

The Board of Trustees is requested to adopt the FY2010 Current Fund, Enterprise and Other Funds Budgets.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSONS

Ms. Dimon
Mr. Moore

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

Resolution Number: **09-02-015**
Adopted on: **2/17/09**

Agenda Item Number: 9
February 17, 2009

Subject: Adoption of the FY2010 College Operating Budget

WHEREAS, on December 15, 2008 the FY2010 Proposed Operating Budget was presented to the Board; and

WHEREAS, the budget presented was a same service level budget with no new positions or new initiatives and yet was still unsustainable; and

WHEREAS, the collective bargaining agreements were reopened for FY2010 as were all the other County agencies; and

WHEREAS, agreement should be reached with both AAUP and AFSCME for a substantial cost savings; and

WHEREAS, similar cost reductions were assumed for noncollective bargaining staff and administrators; and

WHEREAS, the College also reduced its base budget by \$1.2 million in programs and eliminated ten positions; and

WHEREAS, the College still has over \$8 million in unrequested well justified needs; and

WHEREAS, during budget deliberations the Board's first priority was to the College's mission of academic excellence, access, and student success; and

WHEREAS, every effort was made to maintain the quality of programs and services at Montgomery College while realizing the need to conserve public funds and maintain reasonable tuition and fee rates; and

WHEREAS, the Board of Trustees held a public hearing to present the budget to the College and the community; and

WHEREAS, appropriate changes to the Proposed Budget have been made in compliance with Board of Trustees action; now therefore be it

Resolved, That the Board of Trustees adopts the Fiscal Year 2010 Operating Budget in the amounts of \$217,999,063 for the Current fund, \$16,136,583 for the Workforce Development and Continuing Education Fund, and \$6,189,822 for the Auxiliary Enterprises Fund. These amounts are subject to funding and appropriate action by the Montgomery County Government. The amounts are subject to further technical refinement before the budget is submitted for recommendation to the County Executive and the County Council.

BKJ:abg

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

Resolution Number: **09-02-015**
Adopted on: **2/17/09**

Agenda Item Number: 9
February 17, 2009

Subject: FY2010 Budget Approval - Other Funds

WHEREAS, the College endeavors to obtain funding from external sources for specific purposes in keeping with its mission and goals; and

WHEREAS, the exact funding of special College projects and/or proposals is not certain; and

WHEREAS, amounts shown in the budget document for Student Activities and Athletics, Cable TV, Emergency Plant Maintenance and Repair Fund, Major Facilities Reserve Fund, Montgomery College 50th Anniversary Endowment Fund, Transportation Fund, and Federal, State, and Private Grants and Contracts are the best estimates at this time and actual amounts may be more or less than the budgeted amounts; and

WHEREAS, it is essential to the success of these special programs for the President to have flexibility to deal with the changing external circumstances associated with these programs; now therefore be it

Resolved, That the Board of Trustees hereby approves the aforementioned sections of the budget as presented with the understanding that the amounts are not fixed; and be it further

Resolved, That the President is hereby authorized to negotiate for, accept, and expend such "other funds" as indicated in the budget and as may become available during FY2010, provided expenditures do not exceed revenues.

BKJ:abg

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

Agenda Item Number: 10
February 17, 2009

**SOLE SOURCE AWARD OF CONTRACT,
PROFESSIONAL CONSULTING SERVICES**

BACKGROUND

The President has requested a contract for professional consulting services on a sole source basis to comply with the recommendations of the evaluation team who conducted the review of the 2008 Middle States Self-Study Report and to review strategic initiatives. The scope of work will be to advise the President in the program areas of organizational development, technology, and communications, with the goals of making recommendations as how to utilize best practices and to correctly build upon the College's strengths in addressing the recommendations from the Middle States Self-Study Report.

It is estimated that Dr. Mark D. Milliron of Catalyze Learning International (CLI) will provide these services over the course of two years, beginning in March of 2009. The professional consulting services will not exceed \$144,000, and this amount shall constitute complete payment for all work, costs, and expenses associated with the services provided under the agreement, including but not limited to airfare, lodging, meals, and all overhead expenses.

This sole source procurement is justified as Dr. Milliron is the former President and CEO of the League for Innovation and is a nationally recognized expert on administrative and faculty relations, technology, and has a vision for anticipating institutional challenges and barriers for success. Dr. Milliron comes highly recommended and will focus primarily on organizational development, information technology, and institutional communications. He will utilize the suggestions outlined in the 2008 Middle States Self-Study Report. Funds have been requested in the FY2009 Budget for this purchase. Board approval is required for sole source procurements valued above \$25,000.

RECOMMENDATIONS

It is recommended that the Board of Trustees approve a contract for the professional services of Dr. Mark D. Milliron of Catalyze Learning International, Newland, North Carolina, on a sole source basis, for a total fee of \$144,000 over the course of two years, and this amount shall constitute complete payment for all work, costs, and expenses associated with the services provided under the agreement, including but not limited to airfare, lodging, meals, and all overhead expenses.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSON

Dr. Chiles

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

Resolution Number: **09-02-016**
Adopted on: **2/17/09**

Agenda Item Number: 10
February 17, 2009

Subject: Sole Source Award of Contract, Professional Consulting Services

WHEREAS, the President has requested a contract for professional consulting services on a sole source basis to comply with the recommendations of the evaluation team who conducted the review of the 2008 Middle States Self-Study Report and to review strategic initiatives; and

WHEREAS, the scope of work will be to advise the President in the program areas of organizational development, technology, and communications with the goals of making recommendations as how to utilize best practices and to correctly build upon the College's strengths in addressing the recommendations from the Middle States Self-Study Report; and

WHEREAS, the sole source request is justified as Dr. Mark D. Milliron of Catalyze Learning International is the former President and CEO of the League for Innovation and is a nationally recognized expert on administrative and faculty relations, technology, and has a vision for anticipating institutional challenges and barriers for success; and

WHEREAS, the Chief Business Officer certifies that funds are available in the FY2009 Operating Budget and sole source procurement contracts valued above \$25,000 require Board approval; and

WHEREAS, Board 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 contract be awarded for the professional consulting services, on a sole source basis, to Dr. Mark D. Milliron of Catalyze Learning International, Newland, North Carolina, for a total price of \$144,000 over the course of two years, and this amount shall constitute complete payment for all work, costs, and expenses associated with the services provided under the agreement, including but not limited to airfare, lodging, meals, and all overhead expenses.

BKJ:abg