

**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
March 17, 2009**

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

Resolution Number: **09-03-017**
Adopted on: **3/17/09**

Agenda Item Number: 7A
March 17, 2009

Subject: Retirement of Anita E. Crawley

WHEREAS, Ms. Anita E. Crawley has served Montgomery College with dedication and distinction for five and a half years and retired from the College as of January 12, 2009; and

WHEREAS, Ms. Crawley was a valued member of the Germantown Campus counseling department from 2003 to 2008; and

WHEREAS, Ms. Crawley was hired at the Germantown Campus as the first distance counselor and has worked in collaboration with various counseling faculty and student services staff to improve support for distance students; and

WHEREAS, Ms. Crawley developed an online Student Success Center and Online Companion for distance students; and

WHEREAS, Ms. Crawley developed the DS 107 common course, and trained other counselors on how to teach the course. She also developed an online DS 103 career course; and

WHEREAS, Ms. Crawley developed many of the student development websites, including the First Year Experience; and

WHEREAS, Ms. Crawley demonstrated a strong passion for providing equal support and access for distance students; and

WHEREAS, Ms. Crawley provided "help at a distance" to countless students as the Germantown online counselor and generously helped others in online and web delivery of services to those who were less able technically; and

WHEREAS, Ms. Crawley served as the Interim Director of Distance Learning from June 2007 until her retirement; and

WHEREAS, under Ms. Crawley's guidance, the College has made significant strides in developing a comprehensive Distance Learning Faculty Development Program and a comprehensive online student support and retention plan; and

WHEREAS, Ms. Crawley led the creation of a web-based handbook for Distance Learning faculty; and

WHEREAS, Ms. Crawley developed the Distance Learning Faculty Fellows Program; and

WHEREAS, Ms. Crawley advocated the College's adoption and utilization of the virtual classroom, and served as a College resource for Elluminate Live; and

WHEREAS, Ms. Crawley represented the College on the Western Cooperative for Educational Telecommunications, both as a member of the Conference Planning Committee and the Steering Committee; and

WHEREAS, she worked tirelessly to increase the visibility and integration of distance learning in academics; and

WHEREAS, she was passionate and very knowledgeable about an ever-changing distance learning field and brought enthusiasm, energy, and creativity to the director's role; and

WHEREAS, the President of the College recommends this public recognition of Ms. Crawley 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. Anita Crawley 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. Anita E. Crawley.

BKJ:abg

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

Resolution Number: **09-03-018**
Adopted on: **3/17/09**

Agenda Item Number: 7B
March 17, 2009

Subject: Retirement of Barbara D. Irish

WHEREAS, Ms. Barbara D. Irish has served Montgomery College with dedication and distinction for nineteen years and retired from the College as of June 6, 2008; and

WHEREAS, Ms. Irish worked as a temporary staff member in a variety of offices at the College including Finance, Affirmative Action, Human Resources, and Rockville's Psychology Department from 1989 until 1991; and

WHEREAS, she became a temporary Program Assistant in the Office of Continuing Educations' Extended Learning Services in 1991 and became a permanent Program Assistant in 1994, supporting the television course programs; and

WHEREAS, her position evolved to the Distance Learning Program Coordinator supporting the College's first Distance Learning programs offered through telecourses, Bell Labs, the College's Bulletin Board, Blackboard, and finally WebCT; and

WHEREAS, in 2006, Ms. Irish became the Operations Coordinator for the Office of Distance Learning where she successfully implemented plans for Distance Learning operations and organized and served as the Office of Distance Learning's technical liaison for the planning and execution of a migration to a new version of WebCT; and

WHEREAS, she directed technical and pedagogical training for faculty on the use of WebCT, maintained the Distance Learning help site on WebCT, and provided orientation for students; and

WHEREAS, she attended the College's Mental Health Program as an adult student completing all the program requirements with the exception of two practicums; and

WHEREAS, she has taught General Psychology first as a College-On-The-Air course and then online for many years and continues to teach in retirement; and

WHEREAS, the President of the College recommends this public recognition of Ms. Irish 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. Barbara Irish 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. Barbara D. Irish.

BKJ:abg

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

Resolution Number: **09-03-019**
Adopted on: **3/17/09**

Agenda Item Number: 7C
March 17, 2009

Subject: Retirement Recognition of Mrs. Mary Kate Surber

WHEREAS, Mrs. Mary Kate Surber served Montgomery College with dedication and distinction for thirty-two years and retired from the College on December 31, 2008; and

WHEREAS, during her College tenure, Mrs. Surber has provided leadership and support to the College; and

WHEREAS, having started her career at the Germantown Campus as a Cafeteria Worker for two (2) years, Mrs. Surber's commitment to the College was rewarded with new challenging positions over the next thirty years serving as a Clerk Typist, an Administrative Aide, and finally as a Senior Administrative Aide in the Central Facilities Office; and

WHEREAS, Mrs. Surber has been praised for her work ethic, initiative, high-quality work standards, and commitment to customer service by the College Community; and

WHEREAS, she has been recognized for her consistent positive can-do attitude and her friendly demeanor; and

WHEREAS, the Director of Capital Planning and Design, the Associate Vice President for College Facilities, and the President of the College recommend this public recognition of Mrs. Surber on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Mrs. Mary Kate Surber 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 of this resolution be presented to Mrs. Mary Kate Surber.

BKJ:abg

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

Resolution Number: **09-03-020**
Adopted on: **3/17/09**

Agenda Item Number: 7D
March 17, 2009

Subject: Retirement Recognition and Award of Bronze Medallion for Mr. Poul M. Pedersen

WHEREAS, Mr. Poul Pedersen has served Montgomery College in Computing Services and the Office of Information Technology (OIT) with dedication and distinction for more than 33 years and retired from the College on December 31, 2008; and

WHEREAS, throughout his College career, Mr. Pedersen exhibited a professional, positive, and service-oriented image, and demonstrated outstanding leadership; and

WHEREAS, he was recognized by his peers by being selected IT Employee of the Year in 1992; and

WHEREAS, Mr. Pedersen served as an adjunct faculty member of Computer Science; and

WHEREAS, he served as a staff member within OIT as a Network Engineer and Systems Programmer, a Supervisor of the Network Communications Center, an IT Security Analyst and most recently as a Facilities and Infrastructure Planning Analyst; and

WHEREAS, in this role Mr. Pedersen contributed significantly to the success of the IT Facilities and Planning group of the College through his exceptional planning skills, resourcefulness in problem solving, and technical knowledge that contributed to a close working relationship between Facilities and IT which resulted in the success of many projects including Goldenrod, 40 West Gude, and the OITB relocation; and

WHEREAS, he played a major role as part of the College's Y2K implementation project and other key mission-critical College technology projects; and

WHEREAS, Mr. Pedersen has, for over ten years, been instrumental in obtaining sponsors for the annual College Foundation Scholarship Golf Classic event that raised in excess of one million dollars while at the same time serving on the committee for this event (1997-2008); and

WHEREAS, Mr. Pedersen actively participated in statewide constituent groups such as the Maryland Community College IT Managers, where he served for 20 years as the group's secretary and as a chairperson for one year and also presented at nationally recognized events such as Educause; and

WHEREAS, Mr. Pedersen received the National Institute for Staff and Organizational Development (NISOD) Excellence Award for his outstanding service and work in the IT Security group during a period of severely reduced staffing levels (2007); and

WHEREAS, he received many accolades during his career which included a letter of commendation in 1981 from the Department of Physics and Geosciences at Montgomery College, outstanding service awards in 1992 and 2005, and was awarded Certificates of

Appreciation for Extraordinary Service to the office of Student Life for 2004 – 2006 as a club advisor; and

WHEREAS, Mr. Pedersen received the highest honor awarded by the state of Kentucky, the “Kentucky Colonel”, for his distinguished service supporting the nation-wide Abraham Lincoln Bicentennial inaugural celebration events held in Kentucky, February 2008; and

WHEREAS, he promoted the preservation of Danish Heritage and Traditions by his service on the Board of Directors of the Danish Club of Washington D.C., based in Rockville (18 years), and as chairperson of the Board of Directors (6 years); and

WHEREAS, he organized and ran an annual fundraising event for the Baltimore-based Live Steam Railroad Preservation Society (1992 – 2008), drawing donors from all over the country; and

WHEREAS, Mr. Pedersen was awarded the Meritorious Service Medal by the United States Marine Corps in 1998 for exemplary service through 26 years in the Marine Corps Reserve, the **Navy and Marine Corps Commendation Medal** for Meritorious Achievement during his call to active duty in support of Operation Desert Storm in 1991, and supported the Marine Corps’ Toys for Tots campaign at Montgomery College for over fifteen years collecting toys for needy children; and

WHEREAS, College policy provides for the awarding of a Bronze Medallion to recognize distinguished service to the College; and

WHEREAS, the Chief Information Officer and the President of the College recommend this public recognition of Mr. Pedersen 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. Poul M. Pedersen for his valuable contributions and service to the College, and also extend to him their best wishes for many happy and productive retirement years; and be it further

Resolved, that Mr. Poul M. Pedersen is awarded the Bronze Medallion in recognition of his distinguished service to the College and as an expression of gratitude by the College for his exceptional dedication and professional commitment to further the goals of the College; 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 and the Bronze Medallion be presented to Mr. Poul M. Pedersen.

BKJ:abg

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

Resolution Number: **09-03-021**
Adopted on: **3/17/09**

Agenda Item Number: 7E
March 17, 2009

Subject: Retirement Recognition of Mr. Alan J. Vincent

WHEREAS, Mr. Alan J. Vincent served Montgomery College with dedication and distinction for 25 years and retired from the College as of November 7, 2008; and

WHEREAS, during his College tenure, Mr. Vincent provided critical technical and pedagogical support for several areas of the College. Mr. Vincent began his career at the College as a student aide in Student Services. His first full-time position at the College was as the Media Production Supervisor at Rockville. He then took the position of Audiovisual Librarian at the Rockville Campus and later served as the Media Resource Supervisor at the Rockville Campus; finally, he was promoted to the position of Coordinator for the Center for Teaching and Learning (CTL); and

WHEREAS, Mr. Vincent has been acknowledged for his loyalty to the College, work ethic, resourcefulness, initiative, and high-quality work standards by all of the College departments he served; and

WHEREAS, Mr. Vincent has been called upon to provide programmatic leadership and budget oversight, as well as contracting oversight for the CTL; and

WHEREAS, he has designed and presented insightful and cutting-edge workshops for faculty professional development; and

WHEREAS, the President of the College recommends this public recognition of Mr. Alan J. Vincent upon the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Mr. Alan J. Vincent for his 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. Alan J. Vincent.

BKJ:abg

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

Agenda Item Number: 9A
March 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: **09-03-022**
Adopted on: **3/17/09**

Agenda Item Number: 9A
March 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 February 1, 2009, to and including February 28, 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 February 1, 2009, to and Including February 28, 2009

STAFF

STAFF EMPLOYMENTS

Effective

Date	Name	Position Title	Grade	Location
02/02/2009	Bridges, Roger N	Theater Production Technician	H	Speech/Dance/Theatre RV
02/16/2009	Khademi, Amir A	Computer Support Specialist	I	Academic Computing Team
02/02/2009	Kumar, Hemanth D	Network Engineering Specialist	K	Office of Info Tech
02/02/2009	Scott, Jacqueline M	Child Care Ctr Manager	I	Aux Services Child Care GT

STAFF SEPARATIONS

02/13/2009	Tumasang, Eugene N	Instructional Lab Coordinator	I RV	Chemistry
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STAFF EMPLOYMENTS: Ethnicity and Gender

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

STAFF SEPARATIONS: Ethnicity and Gender

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

FACULTY

FACULTY EMPLOYMENTS: None
Effective

<u>Date</u>	<u>Name</u>	<u>Position Title</u>	<u>Location</u>
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FACULTY SEPARATIONS

02/23/2009	Marano, Christopher T	Assistant Professor	Health Sciences
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FACULTY SEPARATIONS: Ethnicity and Gender

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

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

Agenda Item Number: 9B
March 17, 2009

**REQUEST FOR APPROVAL OF THE NEW ASSOCIATE OF ARTS IN
TEACHING DEGREE IN ENGLISH (SECONDARY A.A.T.)**

BACKGROUND

This new Associate of Arts in Teaching (A.A.T.) curriculum has been developed as part of a statewide initiative to address the critical shortage of teachers that exists nationally and in Maryland. As stated in the Maryland Staffing Report 2006-2008, the State hired 8,046 teachers in 2005, while the output from the colleges of teacher education was 2,639, one third of that number moved out of state. The A.A.T. is intended to encourage and facilitate students choosing secondary English education as a career choice, thereby addressing the need for more teachers. Moreover, because the program includes early and frequent field experience, students should be, upon graduation, more likely to persist in the profession.

The program is designed to provide the first two years of a four-year bachelor's degree and teacher certification. This program articulates with all Maryland transfer programs in secondary English education. Students will be able to fulfill their general education requirements, participate in fieldwork experience, and complete a core of professional course work appropriate for the first two years of teacher preparation.

This new program will help to fulfill the hiring needs of the local school systems throughout the State. No additional funding is needed for the implementation of this program.

RECOMMENDATION

The Board of Trustees is requested to approve the new Associate in Arts in Teaching degree in English (Secondary A.A.T.)

BACK-UP INFORMATION

Board Resolution
Curriculum Requirements

RESOURCE PERSONS

Ms. Debra Poese

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

Resolution Number: **09-03-023**
Adopted on: **3/17/09**

Agenda Item Number: 9B
March 17, 2009

Subject: Request for Approval of the new Associate in Arts in Teaching Degree in English (Secondary A.A.T.)

WHEREAS, the Maryland Higher Education Committee has strongly recommended that campuses offer ongoing programs that encourage fulfilling the educational needs of students and promote economic growth through the development of a highly qualified workforce; and

WHEREAS, Montgomery College is committed to meet the needs of the State, the community, and its students, and has articulated a commitment in its mission statement to hold itself accountable in meeting economic and workforce development needs; and

WHEREAS, in the 2006-2008 Maryland Staffing Report it was noted that in 2005 the State hired 8,046 teachers while the output from the colleges of teacher education was only 2,639, one third of that number moved out of state; and

WHEREAS, market analysis has further concluded that the State of Maryland is experiencing teacher shortage; and

WHEREAS, the Associate of Arts in Teaching in English program is designed to provide the first two years of a four-year bachelor's degree and teaching certification and will serve to alleviate the teacher needs in these areas as expressed by the Maryland Department of Education; and

WHEREAS, the A.A.T. program encompass the standards set forth by the National Council for Accreditation of Colleges of Teacher Education and other relevant professional organizations; and

WHEREAS, the Executive Vice President for Academic and Student Services and the President of the College recommend the following action; now therefore be it Resolved, that the Board of Trustees of Montgomery College approve this new Associate of Arts in Teaching in English (Secondary A.A.T.) degree.

BKJ: abg

Teacher Education Transfer Program Associate of Arts in Teaching in English (Secondary AAT.)

Summary:

The faculty in the Education department developed this degree. The curriculum was designed to meet the requirements of the Teacher Education Transfer Program Associate of Arts in Teaching (A.A.T.) curriculum that was developed and approved through the Maryland Higher Education Commission and the Maryland State Department of Education in conjunction with two and four-year institutions.

The Associate of Arts in Teaching curriculum:

- Provides the first two years of a four-year bachelor's degree and teacher certification
- Articulates with all Maryland transfer programs in secondary English education
- Offers a core of professional educational coursework based on a set of outcomes delineating what the student should know rather than on a set of courses
- Allows students to participate in fieldwork experience
- Requires students to achieve a minimum of a 2.75 cumulative G.P.A. and pass a state-approved standardized test
- Requires at least 61 credits for graduation
- Includes 32 credits in State recommended general education courses

Catalog Entry:

This curriculum prepares students to transfer to any secondary education English program at a four-year college or university in the state of Maryland. The A.A.T articulates with all Maryland transfer programs in secondary English education. The program enables students to fulfill their General Education requirements, participate in fieldwork experiences, and complete a core of professional education coursework appropriate for the first two years of teacher preparation. To earn the A.A.T., students must achieve a minimum of a 2.75 cumulative GPA and present acceptable scores on one of the following state-approved standardized tests: SAT, ACT, or GRE or Praxis I Preprofessional Skills Test.

First Semester

EN 101 Techniques of Reading and Writing I	3
EN 105 Principles of English Grammar	3
ED 101 Foundations of Education.....	3
ED 102 Field Experience in Education	1
<i>PY 102 General Psychology</i>	3

Mathematics foundation.....3

Second Semester

EN 102 *Techniques of Reading and Writing II*3
EN 190 Introduction to Literature3
ED 140 Introduction to Special Education3
ED 141 Field Experience in Special Education1
PY 216 *Adolescent Psychology*3
SP 108 *Introduction to Human Communication*3

Third Semester

EN 201 Introduction to World Literature I
or
EN 202 Introduction to World Literature II.....3
EN 211 A Survey of American Literature I
or
EN 212 A Survey of American Literature II.....3
PY 227 Educational Psychology3
Arts or humanities distribution*.....3
Natural science with a lab component4

Fourth Semester

EN 213 Survey of British Literature I
or
EN 214 Survey of British Literature II.....3
Humanities distribution**3
Arts distribution3
Natural science distribution3 (4)
Health foundation1

Total credit hours 61 (62)

*Recommended courses are HS 201 or HS 202.

**Recommended courses are HS 225 or HS 226.

PROGRAM OUTCOMES

#	Upon completion of this program a student will be able to:
1	<ul style="list-style-type: none"> • Demonstrate an understanding of the English language, including its grammar and mechanics, its structure, and some aspects of its history and development
2	<ul style="list-style-type: none"> • Demonstrate an understanding of writing as a recursive process • Identify a range of strategies for producing written discourse • Use appropriate strategies for addressing a given rhetorical situation
3	<ul style="list-style-type: none"> • Apply higher order critical thinking skills and problem-solving skills
4	<ul style="list-style-type: none"> • Read with critical judgment, aesthetic insight, and close observation of textual detail • Make sound connections and distinctions among a broad range of relevant literary and academic texts
5	<ul style="list-style-type: none"> • Demonstrate the ability to plan and implement a research project that makes use of library and other resources • Present the results of research in an effective and ethical manner
6	<ul style="list-style-type: none"> • Analyze literary works with critical insight and imagination, including an understanding of genre and a sensitivity to authors' aesthetic choices
7	<ul style="list-style-type: none"> • Demonstrate understanding of British and American literature, including the contributions of women and minority writers, major literary and historical periods, and political, cultural, and intellectual contexts
8	<ul style="list-style-type: none"> • Demonstrate knowledge of world literature, including cultures outside Europe and North America

BOARD OF TRUSTEES
MONTGOMERY COLLEGE
Rockville, Maryland

Resolution Number:
Adopted on:

Agenda Item Number: 9C
March 17, 2009

Subject: Graduates Receiving the Associate Degree and the One-Year Program Certificate in Fall, 2008

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 and Enrollment Management 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 of the College 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.

Attachments (Trustees only):

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

BKJ:abg

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

Agenda Item Number: 10A
March 17, 2009

**AWARDS OF CONTRACT
ARCHITECTURAL & ENGINEERING SERVICES
ROCKVILLE CAMPUS SCIENCE EAST AND SCIENCE WEST BUILDING RENOVATIONS**

BACKGROUND

This contract award provides for architectural and engineering services for the Science East and Science West building renovations on the Rockville Campus. The buildings will be reconfigured and renovated to support the Mathematics Department and the Math/Science Learning Center after the new Science Center opens. As the renovations of these buildings are closely connected with the construction of the Science Center, on June 29, 2006, the Board of Trustees appointed Burt Hill, Inc. as project architect to provide design through construction administration services for the Rockville Campus Science Center as well as the Science East and Science West building renovations. At that time, the Board awarded a contract to Burt Hill, Inc. for architectural and engineering design services for the Rockville Science Center. The firm has performed in an exemplary manner on the project. The construction contract for the Science Center was approved by the State in January 2009 and the notice to proceed was issued to the contractor in February.

The fee proposal requested from the architect by the College for the Science East and Science West building renovations anticipates a phased construction project starting with Science East in FY2011 and Science West in FY2012. For this reason Facilities requested the architect submit fee proposals for schematic design through construction documents/bid phase services for the Science East renovation and only schematic design phase services for the Science West renovation. A contract for the remaining design activities for the Science West renovation will come before the Board of Trustees in spring 2010. In addition, the architect will have future construction administration service contracts requiring College and State approval from future funding appropriations. The initial proposals from Burt Hill, Inc. were subject to extensive review and negotiation with College staff and final proposals of \$1,825,352 for design services for the Science East renovation and \$546,207 for design services for the Science West renovation are submitted herewith and recommended for approval.

Funding for design services for the Science East and Science West building renovations is included in the approved FY2009 Capital Budget. All design phase funding is being provided by the County. The State will participate with its standard 50% share during the actual renovation of both buildings. Sufficient funds are available in the Capital Budget for the award of design contracts as described above for the Science East and Science West renovations.

RECOMMENDATION

It is recommended that a contract for architectural and engineering design services (schematic design phase through construction documents/bidding phase) for the Science East Building

renovation be awarded to Burt Hill, Inc., at a fee of \$1,825,352, and that an additional \$200,000 be authorized by the Board of Trustees to cover customary design reimbursable and supplemental services expenses that will only be paid if and when invoiced. It is also recommended that a contract for architectural and engineering design services (schematic design phase only) for the Science West Building renovation be awarded to Burt Hill, Inc., at a fee of \$546,207, and that an additional \$75,000 be authorized by the Board of Trustees to cover customary design reimbursable and supplemental services expenses that will only be paid if and when invoiced.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSON(S)

Mr. Capp
Mr. Sheeran
Ms. Wormack

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

Resolution Number: **09-03-025**
Adopted on: **3/17/09**

Agenda Item Number: 10A
March 17, 2009

Subject: Awards of Contract for Architectural and Engineering Services for Rockville Campus Science East and Science West Building Renovations

WHEREAS, On June 19, 2006, by Resolution #08-08-063, the Board of Trustees appointed Burt Hill, Inc. as project architect for construction of the Rockville Campus Science Center and also for the renovations of the Science East and Science West buildings; and

WHEREAS, in accordance with the amended and approved Facilities Master Plan for the Rockville Campus, the Associate Vice President for College Facilities requests approval of architectural and engineering services contracts for the Science East renovation (schematic design phase through construction documents/bidding phase) and Science West renovation (schematic design phase) on the Rockville Campus; and

WHEREAS, based upon the Board's prior appointment of Burt Hill, Inc., the Facilities Office requested fee proposals from Burt Hill, Inc., and negotiated final fee proposals for architectural and engineering professional design services for both the Science East renovation (schematic design phase through construction documents/bidding phase) and the Science West renovation (schematic design phase); and

WHEREAS, the Chief Business Officer certifies that funds are available in the FY2009 Capital Budget to enable the College to award design services contracts for the Science East renovation and Science West renovation as recommended; and

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

Resolved, That a contract for architectural and engineering professional design services for the Science East Building renovation (schematic design phase through construction documents/bidding phase) on the Rockville Campus is awarded to Burt Hill, Inc., of Washington, D.C., at a fee of \$1,825,352, and that an additional \$200,000 is authorized by the Board of Trustees to cover customary design reimbursable and supplemental services expenses that will only be paid if and when invoiced; and be it further

Resolved, That a contract for architectural and engineering professional design services for the Science West Building renovation (schematic design phase) on the Rockville Campus is awarded to Burt Hill, Inc., of Washington, D.C., at a fee of \$546,207, and that an additional \$75,000 is authorized by the Board of Trustees to cover customary design reimbursable and supplemental services expenses that will be paid when invoiced; and be it further

Resolved, That the President is authorized to execute both contracts with Burt Hill, Inc., of Washington, D.C., on behalf of the College, for architectural and engineering professional design services for the Science East and Science West building renovations on the Rockville Campus.

BKJ:abg

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

Agenda Item Number: 10B
March 17, 2009

**AWARD OF CONTRACT, YOUTH SUMMER SCIENCE ENRICHMENT PROGRAM,
BID NO. 509-028**

BACKGROUND

The Vice President for Workforce Development and Continuing Education has requested a contract for the continuation of a youth summer science enrichment program services. The current contract expires in August of 2008. Historically, the Office of Workforce Development and Continuing Education (WD&CE) has provided community-based training and education to members of the community as well as employees of companies and governmental agencies in this region and has maintained contracts to provide some of these services. These training and educational opportunities enable individuals to broaden their skills and knowledge in a variety of areas, including communications, leadership, and fundamental academic preparation, and support Montgomery County workforce development and continuing education initiatives.

In addition to providing a range of professional development and personal enrichment programs for adults, WD&CE offers a variety of youth programs throughout the year, including annual summer programs. Based on experiences and community response to the summer youth programs, staff determined that a contractor is needed to continue providing services for a customized program suited to WD&CE format requirements, qualified instructors, and the necessary support services.

On January 14, 2009, a solicitation was issued for Youth Summer Science Enrichment Program services. Three (3) responses including one (1) "no-bid" were received on February 3, 2009. An evaluation committee consisting of WD&CE staff evaluated and ranked all responses based on established criteria. Mad Science of Washington, Silver Spring, Maryland was the highest rated vendor meeting all College requirements. References were checked and affirmed. The total estimated annual price for this purchase is \$65,000.00, depending on enrollment. Board approval is required for competitive sealed proposals valued above \$25,000.

RECOMMENDATION

It is recommended that the Board of Trustees award a contract for youth summer science enrichment program services for the dept of Workforce Development and Continuing Education to Mad Science of Washington, Silver Spring, Maryland, for an estimated annual fee of \$65,000.00, depending on enrollment.

BACK-UP INFORMATION

Board Resolution - Bid Summary (Board Members Only) - Bidders List (Board Members Only)

RESOURCE PERSON(S)

Mr. Payne

Mr. Sheeran

Dr. Wormack

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

Resolution Number: **09-03-026**
Adopted on: **3/17/09**

Agenda Item Number: 10B
March 17, 2009

**Subject: Award of Contract, Youth Summer Science Enrichment Program Services,
Bid No. 509-028**

WHEREAS, the Office of Workforce Development and Continuing Education provides diverse community-based academic, vocational, and personal enrichment programs for adults and youth; and

WHEREAS, the Vice President for Workforce Development and Continuing Education has requested a contract award for youth summer science enrichment program services for science camps during June through August of each year; the cost of the contract is covered by tuition and fees charged to students enrolled in the program; and

WHEREAS, the Director of Procurement certifies that specifications were developed by appropriate College staff; and the Chief Business Officer certifies that funds are available in the FY2009 Workforce Development and Continuing Education Budget, and that funds have been requested in the FY2010 Workforce Development and Continuing Education Budget; and

WHEREAS, pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), a request for proposal for youth summer science enrichment program services was publicly advertised in a County newspaper on January 14, 2009, and posted on the College Procurement, Montgomery County, and State of Maryland websites, downloaded by twenty-two (22) vendors and mailed to two (2) vendors. Three (3) responses including one (1) no bid, were received, read aloud and recorded, beginning at 3:00 p.m. on February 3, 2009; and

WHEREAS, upon evaluation, it was determined that the proposal submitted by Mad Science of Washington, Silver Spring, Maryland meets all College requirements, and is therefore the highest ranked bidder; and

WHEREAS, awards resulting from competitive sealed proposals valued above \$25,000 require approval of the Board of Trustees; and

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

Resolved, That a contract for youth summer science enrichment program services from June 2009 through August 2009, for the Office of Workforce Development and Continuing Education be awarded to Mad Science of Washington, Silver Spring, Maryland for an estimated annual fee of \$65,000.00, depending on enrollment.

Resolved, That the contract be renewed for four one-year terms under the same terms and conditions, provided service is satisfactory, funding is available, and is in the best interest of the College.

BKJ:abg

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

Agenda Item Number: 11A
March 17, 2009

**APPROVAL OF CHANGE ORDER FOR STRUCTURAL COLUMN REPLACEMENT
COMMONS BUILDING RENOVATION
TAKOMA PARK/SILVER SPRING**

BACKGROUND

On March 17, 2008, pursuant to Board Resolution # 08-03-025, the Board of Trustees awarded Konover Construction Corporation, Columbia, MD a \$ 5,955,899 contract for the Commons Building Renovation at the Takoma Park/Silver Spring Campus. As part of the project design, masonry column cladding was scheduled to be removed to improve dimensions available for implementation of new work. Original construction record documents indicated steel structural columns within existing masonry cladding such that it was anticipated that the masonry cladding could be removed with no adverse impact on the building's structure. During the demolition process, as the masonry cladding was removed, no interior steel structure was discovered. Demolition work was suspended and temporary shoring was installed until an assessment could be made by the project's structural engineer. A structural steel column replacement was designed and the College requested implementation of that design solution at eight critical locations.

The Construction Manager's job site team and the College met with Konover Construction to review the scope of work and negotiated the change from an initial proposal of \$151,648 and a forty-two (42) day time extension to a final request of \$126,378 and a twenty-nine (29) day time extension.

Board of Trustees approval is required for all construction change orders over \$25,000. The contractor's price for the work, \$126,378, was reviewed by College staff and the Construction Manager, and is acceptable for the amount of work involved. A twenty-nine (29) day time extension is associated with this change order. Sufficient funds are available in the FY 2009 Capital Budget Commons Renovation project for this additional work.

RECOMMENDATION

It is recommended that, a change order be approved for Contract # 518 with Konover Construction Corporation, Columbia, MD, in the amount of \$126,378 and an additional twenty-nine (29) days, for structural column replacement for the Commons Building Renovation, Takoma Park/Silver Spring Campus.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSONS:

Mr. Capp
Mr. Sheeran

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

Resolution Number: **09-03-027**
Adopted on: **3/17/09**

Agenda Item Number: 11A
March 17, 2009

Subject: Approval of Change Order for Structural Column Replacement, Commons Building Renovation, Takoma Park/Silver Spring Campus

WHEREAS, on March 17, 2008, by Board Resolution # 08-03-025, the Board of Trustees awarded a contract for \$5,955,899 to Konover Construction Corporation, Contract # 518, for the Commons Building Renovation at the Takoma Park/Silver Spring; and

WHEREAS, at the College's request, Konover Construction Corporation has submitted a change order proposal for replacement of structural columns due to unforeseen conditions; and

WHEREAS, College staff have reviewed the submitted change order proposals and have undertaken negotiations with Konover Construction Corporation with regard to the fees for the work; and

WHEREAS, the Associate Vice President for College Facilities recommends approval of a change order totaling \$126,378 and a time extension of twenty-nine(29) days for the requested work; and

WHEREAS, the Chief Business Officer certifies that sufficient funds are available in the FY2009 Capital Budget for this change order; and

WHEREAS, College policy on the Capital Budget requires approval by the Board of Trustees of all change requests that will increase the cost of a construction project by 15% or more, or \$25,000, whichever is less; and

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

Resolved, that a change order be approved to the construction contract with Konover Construction Corporation, Columbia, MD, Contract # 518, Takoma Park/Silver Spring Campus, Commons Building Renovation in the amount of \$126,378 and a time extension of twenty-nine (29) days, for structural column replacement; and be it further

Resolved, that the Senior Vice President for Administrative and Fiscal Services, as the President's designee for capital construction, is authorized to sign this change order with Konover Construction Corporation, on behalf of the Board of Trustees.

BKJ:abg

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

Agenda Item Number: 11B
March 17, 2009

**APPROVAL OF CHANGE ORDER FOR UNSUITABLE FOUNDATION SOILS
COMMONS BUILDING RENOVATION
TAKOMA PARK/SILVER SPRING**

BACKGROUND

On March 17, 2008, the Board of Trustees awarded Konover Construction Corporation, Columbia, MD a \$ 5,955,899 contract for the Commons Building Renovation at the Takoma Park/Silver Spring Campus. During the demolition process, unsuitable soil and trash fill materials were discovered in underground excavation areas at the planned new elevator tower and within the modified Stair 3 area. Changes were proposed by the project's technical inspector and structural engineer to provide for removal of the unsuitable materials and replacement with improved materials necessary to support the planned elevator and stair foundations.

The Construction Manager's job site team and College staff met with Konover Construction to review the scope of work. The contractor's price for the work, \$46,432, was reviewed by College staff and consultants and is acceptable for the amount of work involved. No time extension is associated with this change order. Sufficient funds are available in the FY2009 Capital Budget Commons Renovation project for this additional work. Board of Trustees approval is required for all construction change orders over \$25,000.

RECOMMENDATION

It is recommended that, a change order be approved for Contract # 518 with Konover Construction Corporation, Columbia, MD, in the amount of \$46,432, for removal and replacement of unsuitable foundation soils for the Commons Building Renovation, Takoma Park/Silver Spring Campus.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSONS:

Mr. Capp
Mr. Sheeran

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

Resolution Number: **09-03-028**
Adopted on: **3/17/09**

Agenda Item Number: 11B
March 17, 2009

Subject: Approval of Change Order for Unsuitable Foundation Soils, Commons Building Renovation, Takoma Park/Silver Spring Campus

WHEREAS, on March 17, 2008, by Board Resolution # 08-03-025, the Board of Trustees awarded a contract for \$ 5,955,899 to Konover Construction Corporation for the Commons Building Renovation at the Takoma Park/Silver Spring Campus; and

WHEREAS, at the College's request, Konover Construction Corporation has submitted a change order proposal for removal and replacement of unsuitable foundation soils; and

WHEREAS, College staff have reviewed the submitted change order proposals and have undertaken negotiations with Konover Construction Corporation with regard to the fees for the work; and

WHEREAS, the Associate Vice President for College Facilities recommends approval of a change order totaling \$ 46,432 for the requested work; and

WHEREAS, the Chief Business Officer certifies that sufficient funds are available in the FY2009 Capital Budget for this change order; and

WHEREAS, College policy on the Capital Budget requires approval by the Board of Trustees of all change requests that will increase the cost of a construction project by 15% or more, or \$25,000, whichever is less; and

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

Resolved, that a change order be approved to the construction contract with Konover Construction Corporation, Columbia, Maryland, Contract # 518, Takoma Park/Silver Spring Campus, Commons Building Renovation in the amount of \$ 46,432 for removal and replacement of unsuitable foundation soils; and be it further

Resolved, that the Senior Vice President for Administrative and Fiscal Services, as the President's designee for capital construction, is authorized to sign this change order with Konover Construction Corporation, on behalf of the Board of Trustees.

BKJ:abg

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

Agenda Item Number: 11C
March 17, 2009

**APPROVAL OF CHANGE ORDER
COMMUNICATIONS DUCTBANK MODIFICATIONS
ROCKVILLE CAMPUS SIDEWALK REPLACEMENT AND RELATED WORK**

BACKGROUND

On May 19, 2008, the Board of Trustees awarded a contract for \$2,381,860 to Consolidated Construction & Engineering, Inc. for replacing the badly deteriorated concrete stairs/ramp in front of the Technical Center Building and surrounding sidewalks in accordance with current Americans with Disabilities Act (ADA) standards. The contract also included replacing sidewalks and utility trench lids in front of the Campus Center south entrance and the Physical Education Building in order to reduce potential tripping hazards. The contract also included construction of underground communications ductbank below and adjacent some of the sidewalks being replaced, planned as part of an initiative to establish and/or replace deteriorated communications infrastructure campus-wide.

In the conduct of the project, unanticipated existing subsurface conditions were discovered that were in conflict with the planned communications ductbank system design, necessitating modifications to that design and changes in the work, that in turn had an impact on project cost.

This change order provides for additional costs associated with communications ductbank design changes made necessary by unforeseen subsurface conditions. The contractor's final price for this work, \$32,436.29, is acceptable and the unit costs and quantities have been validated by the project team. No time extension is associated with this change order. Sufficient funds are available in the FY2009 Capital Budget Planned Life Cycle Asset Replacement project for this deferred maintenance work. The Board of Trustees must approve all Capital Budget change orders over \$25,000.

RECOMMENDATION

It is recommended that a change order be approved for Contract 520 with Consolidated Construction & Engineering, Inc., in the amount of \$32,436.29 for work related to communications ductbank design modifications on the Rockville Campus.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSONS:

Mr. Capp
Mr. Sheeran

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

Resolution Number: **09-03-029**
Adopted on: **3/17/09**

Agenda Item Number: 11C
March 17, 2009

**Subject: Approval of Change Order for Communications Ductbank Modifications –
Rockville Campus Sidewalk Replacement and Related Work**

WHEREAS, on May 19, 2008, by Board Resolution #08-05-044, the Board of Trustees awarded a contract for \$2,381,860 to Consolidated Construction & Engineering, Inc., for replacing badly deteriorated concrete sidewalks, ramps, and stairs on the Rockville Campus; and

WHEREAS, College staff requested the contractor, Consolidated Construction & Engineering, Inc., to submit a change order proposal for work related to communications ductbank design modifications; and

WHEREAS, appropriate College staff reviewed the submitted change order proposal and have undertaken negotiations with Consolidated Construction & Engineering, Inc., with regard to the quantities and type of work; and

WHEREAS, the Associate Vice President for College Facilities recommends approval of a change order totaling \$32,436.29 for the requested work; and

WHEREAS, the Chief Business Officer certifies that sufficient funds are available in the FY2009 Capital Budget Planned Life Cycle Asset Replacement project for this change order; and

WHEREAS, College policy on the Capital Budget requires approval by the Board of Trustees of all change requests that will increase the cost of a construction project by 15% or more, or \$25,000, whichever is less; and

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

Resolved, that a change order be approved for \$32,436.29 to Contract #520 with Consolidated Construction & Engineering, Inc., Laurel, Maryland, for communications ductbank design modification costs on the Rockville Campus; and be it further

Resolved, that the Senior Vice President for Administrative and Fiscal Services, as the President's designee for Capital Budget construction, is authorized to sign this change order with Consolidated Construction & Engineering, Inc., on behalf of the Board of Trustees.

BKJ:abg

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

Agenda Item Number: 12
March 17, 2009

**SOLE SOURCE AWARD OF CONTRACT
ENROLLMENT MANAGEMENT INTERNATIONAL STUDENT
REPORTING SYSTEM SOFTWARE**

BACKGROUND

The Director of Admissions and Enrollment Management has requested a contract for the purchase of software for reporting and transmitting international student enrollment data. It is mandatory that all institutions of higher learning transmit data about international students to the Department of Homeland Security/Immigration and Customs Enforcement (DHS/ICE). The current software functionality will no longer meet the regulatory reporting requirements and must be replaced. The replacement software system must meet the reporting requirements, interface with the College's current software system, and must be implemented prior to the Fall 2009 reporting period.

The Office of Admission and Enrollment Management (AEM) in conjunction with the Office of Information Technology (OIT) determined that purchasing the latest product, known as FsaATLAS, will allow the College to meet federal reporting requirements and meet the implementation timeframe prior to the start of the Fall 2009 semester. No other vendor can meet College requirements since this system's software is the only product currently in the marketplace that offers the required functionality, and integrates with the College's current information technology software suite. The total purchase price is \$47,250. Implementation services are covered under a separate contract with SunGard. The maintenance agreement is for a ten-year term beginning in July 2009 and ending June 30, 2019. The anticipated annual expenditure for maintenance is \$6,840 subject to an increase of not more than 4% beginning in year two of maintenance agreement.

RECOMMENDATION

It is recommended that the Board of Trustees approve an award for the purchase of an International Student Reporting Software known as fsaATLAS software, to SunGard, Malvern, Pennsylvania for a total price of \$47,250, on a sole source basis. It is further recommended that the contract for maintenance be renewed annually beginning July 2009 and ending June 30, 2019 for an anticipated expenditure of \$6,840 subject to an increase of not more than 4% beginning in year two of maintenance.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSONS

Mr. S. Helberg Dr. Shartle-Galotto Mr. D. Leurig Mr. T. Sheeran Dr. J. Wormack

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

Resolution Number: **09-03-030**
Adopted on: **3/17/09**

Agenda Item Number: 12
March 17, 2009

Subject: Sole Source Award of Contract, Enrollment Management International Student Reporting System Software

WHEREAS, the Director, Admissions and Enrollment Management has requested an award of contract for the purchase of an international student reporting system software, on a sole sources basis; and

WHEREAS, it is mandatory that the College transmit data about international students to the Department of Homeland Security/Immigration and Customs Enforcement (DHS/ICE); and

WHEREAS, the current software no longer meets the reporting requirements and must be replaced prior to Fall semester 2009; and

WHEREAS, after analysis, the Office of Admissions and Enrollment Management in conjunction with the Office of Information Technology determined that the most viable, efficient, and cost effective product, known as FsaAtlas, should be purchased to replace the current system; and

WHEREAS, the Director of Procurement affirms that the sole source request is justified since this product is the only product currently in the marketplace that offers the required functionality, and integrates with the College's current information technology software suite, and the Chief Business Officers certifies that funds are available in the FY2009 Capital Budget; 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 purchase of an international student reporting system software to SunGard Higher Education, Malvern, Pennsylvania, on a sole source basis, for a total price of \$47,250; and be it further

Resolved, That the contract for maintenance be renewed annually beginning in July 2009 and ending June 30, 2019 for an anticipated expenditure of \$6,840 subject to an increase of not more than 4% beginning in year two of maintenance.

BKJ:abg

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

Agenda Item Number: 13
March 17, 2009

MODIFICATION OF AGREEMENT - COLLECTIVE BARGAINING AGREEMENT (AFSCME)

BACKGROUND

Representatives of the Board of Trustees and Local 2380 of the American Federation of State, County and Municipal Employees, AFL-CIO, (AFSCME) have reached agreement on modifications to the bargaining staff collective bargaining agreement. The membership of Local 2380 ratified the modifications on March 10, 2009.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the attached resolution approving the amendments to the collective bargaining agreement, authorizing the Board Chair to execute a Memorandum of Agreement, and delegating to the President the authority and responsibility to implement and administer the agreement.

BACK-UP INFORMATION

Board Resolution
Memorandum of Agreement (Board members only)

RESOURCE PERSON(S)

Ms. Lawyer
Mr. Moore

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

Resolution Number: **09-03-031**
Adopted on: **3/17/09**

Agenda Item Number: 13
March 17, 2009

Subject: Modification of Agreement – Collective Bargaining Agreement (AFSCME)

WHEREAS, on June 16, 1998, the Board of Trustees authorized the Board Chair to execute the first Collective Bargaining Agreement between the Board of Trustees of Montgomery Community College (Board of Trustees) and the Montgomery College Chapter of the American Federation of State, County and Municipal Employees, AFL-CIO, Local 2380 (AFSCME); and

WHEREAS, the Board of Trustees has authorized the Chair to execute a Memorandum of Agreement between the Board of Trustees and AFSCME which modifies the original Collective Bargaining Agreement; and

WHEREAS, a Memorandum of Agreement which modifies the Agreement, effective on the first day of the fiscal year 2010, has been agreed on by representatives of the Board of Trustees and AFSCME; and

WHEREAS, on March 10, 2009, the membership of AFSCME Local 2380 approved the modifications; and

WHEREAS, the Board representatives recommend approval of the Memorandum of Agreement by the Board; and

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

Resolved, That the Board of Trustees approves the modification to the Collective Bargaining Agreement set forth in the attached Memorandum of Agreement; and be it further

Resolved, That the Board of Trustees authorizes the Chair to execute a Memoranda of Agreement between the Board of Trustees of Montgomery Community College and the American Federation of State, County and Municipal Employees, AFL-CIO, Local 2380; and be it further

Resolved, That the Board of Trustees delegates to the President the responsibility and authority to implement and administer the amended Collective Bargaining Agreement and to further delegate responsibility for the implementation and administration of the Agreement to appropriate College staff.

BKJ:abg

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

Agenda Item Number: 14
March 17, 2009

APPROVAL OF AGREEMENT – COLLECTIVE BARGAINING AGREEMENT (AAUP)

BACKGROUND

Representatives of the Board of Trustees and the Montgomery College Chapter of the American Association of University Professors (AAUP) have reached agreement on modifications to the faculty bargaining agreement. The modifications reflect the items agreed to by the two negotiating teams. The membership of the AAUP chapter ratified the agreement on February 17, 2009.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the attached resolution approving the amendments to the collective bargaining agreement, authorizing the Board Chair to execute a Memorandum of Agreement, and delegating to the President the authority and responsibility to implement and administer the agreement.

BACK UP INFORMATION

Board Resolution
Memorandum of Agreement (Board Members Only)

RESOURCE PERSON(S)

Ms. Laywer
Mr. Moore

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

Resolution Number: **09-03-032**
Adopted On: **3/17/09**

Agenda Item Number: 14
March 17, 2009

Subject: Approval of Agreement - Collective Bargaining Agreement (AAUP)

WHEREAS, on May 17, 1982, the Board of Trustees authorized the Board Chair to execute the first Collective Bargaining Agreement between the Board of Trustees of Montgomery Community College (Board of Trustees) and the Montgomery College Chapter of the American Association of University Professors (AAUP Chapter); and

WHEREAS, since 1982, the Board of Trustees has authorized the Chair on several occasion to execute Memoranda of Agreement between the Board of Trustees and the AAUP Chapter; and

WHEREAS, a Memorandum of Agreement which further modifies the Agreement, effective on the first day of the fiscal 2010 academic year, has been negotiated by teams representing the Board of Trustees and the AAUP Chapter; and

WHEREAS, these modifications were necessary in light of the fiscal situation currently facing the State, County and the College; and

WHEREAS, on February 17, 2009, the members of the AAUP Chapter ratified the Memorandum of Agreement; and

WHEREAS, the Board negotiating team recommends that the Board take the following action; now therefore be it

Resolved, That the Board of Trustees approves the amendments to the Collective Bargaining Agreement set forth in the attached Memorandum of Agreement; and be it further

Resolved, That the Board of Trustees authorize the chair to execute a Memorandum of Agreement between the Board of Trustees of Montgomery Community College and the Montgomery College Chapter of the American Association of University Professors; and be it further

Resolved, That the Board of Trustees delegate to the President of the College the responsibilities and authority to implement and administer the amended Collective Bargaining Agreement and to further delegate responsibility for the implementation and administration of the agreement to appropriate College staff.

BKJ:abg

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

Agenda Item Number: 15
March 17, 2009

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 four (4) honorary degree recipients to be awarded at the College's 2009 commencement ceremonies.

BACK-UP INFORMATION

Board Resolution
List of Recipients (Board members only)
List of Candidates (Board members only)

RESOURCE PERSON(S)

Mr. Berman
Ms. Sullivan

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

Resolution Number: **09-03-033**
Adopted on: **3/17/09**

Agenda Item Number: 15
March 17, 2009

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 Day, Ms. Karen Gruner, Mr. Douglas Firstenberg, and the commencement speaker, Ms. Suzanne Malveaux, at Commencement Ceremonies on May 22, 2009.

BKJ:abg

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

Agenda Item Number: 16
March 17, 2009

**ADOPTION OF INCREASED APPROPRIATION AUTHORITY TO EXPEND FUNDS FROM
THE AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009**

BACKGROUND

On February 17, 2009, the American Recovery and Reinvestment Act of 2009 was signed into law. This federal stimulus legislation is likely to produce several funding opportunities for the College through programs initiated under its auspices. The funding opportunities afforded to the College through this process by federal (and federal via state) competitive grants, cooperative agreement awards, formula funding, and/or contracts are likely to require response and implementation within a very short time frame. In addition, the College is working collaboratively with a variety of County and Community agencies to optimize the benefits of this stimulus activity for Montgomery County. The exact amounts and nature of the awards are still to be determined.

The College needs additional appropriation authority to expend these funds and get it through the approval process in an expedited and efficient manner.

RECOMMENDATION

The Board of Trustees is requested to approve additional appropriation authority resulting from receipt of American Recovery and Reinvestment Act of 2009 Funds.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSONS

Ms. Dimon
Mr. Moore
Ms. Nuell

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

Resolution Number: **09-03-034**
Adopted on: **3/17/09**

Agenda Item Number: 16
March 17, 2009

Subject: FY2009 and FY2010 Budget Approval – Federal Funds from the American Recovery and Reinvestment Act of 2009 Programs

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 Federal, State, and Private Grants and Contracts did not include funds from the American Recovery and Reinvestment Act of 2009 legislation and the exact award amounts are not known; and

WHEREAS, it is essential to the success of this special programs for the College President to have flexibility to deal with the fast changing and complex external circumstances associated with possible receipt of the funds; 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 “federal funds from the American Recovery and Reinvestment Act of 2009 Program” that may become available during FY2009 and FY2010, provided expenditures do not exceed revenues.

BKJ:abg