



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

PUBLIC BOARD MEETING AGENDA

Central Services Building • Room CT S108 • 9221 Corporate Blvd, Rockville, MD 20850

BOARD OF TRUSTEES

Michael J. Knapp
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Sasini Wickramatunga
Student Trustee

Benjamin Wu

ACTING PRESIDENT AND SECRETARY-TREASURER

Stephen D. Cain, PhD

October 15, 2018 • 8:30 p.m.

1. Call to OrderProcedural
2. Roll CallProcedural
3. Approval of Agenda Action
4. Comments PeriodProcedural
5. Approval of Minutes Action
 - A. September 8, 2018 Closed Session Minutes
 - B. September 17, 2018 Closed Session Minutes
 - C. September 17, 2018 Public Session Minutes
6. Reports Information
 - A. Acting President's Report (Dr. Stephen D. Cain)
 - B. Chair's Report (Mr. Michael Knapp)
 - C. Information Technology Implementation Report (Ms. Jane-Ellen Miller)
7. Consent Agenda..... Action
 - A. Personnel Actions Confirmation Report
 - B. Retirement Recognitions
 - i. Ms. Oyinkansola D. Akitobi
 - ii. Ms. Valerie M. Edgar
 - iii. Ms. Gale A. Erskine
 - iv. Mr. David V. Fellers
 - v. Mr. Bruce R. Gnushke
 - vi. Mr. Peter J. Hanley
 - vii. Ms. Maura M. Hilburn
 - viii. Ms. Martha J. Krieger
 - ix. Mr. David Mingo
 - x. Mr. Hao Nguyen-Gia
 - xi. Ms. Nancy L. Nitz
 - xii. Ms. Helena Seward
 - xiii. Ms. Ellen H. Sloan
 - xiv. Professor Peter B. Stein

- xv. Professor Sylvia R. Stevens
- xvi. Dr. Amanda A. Truett
- xvii. Mr. Todd M. Umberger
- xviii. Ms. Donna M. Wilson
- xix. Ms. Shwuing Wu

C. Awards of Medallions

- i. Bronze Medallion to Ms. Juliet A. Martorana
- ii. Bronze Medallion to Professor Jacqueline Middleton
- iii. Bronze Medallion to Dr. Gail Minor-Smith
- iv. Bronze Medallion to Professor Janet Saros

D. Award of Medallion to Trustee

Award of Silver Medallion and Emeritus Status to Trustee
Benjamin H. Wu

8. Tributes Action

- A. Ms. Tara R. Belasco
- B. Tribute and Posthumous Award of Emeritus Status to Professor
Lawrence "Clif" Collins II

9. Academic Matters Action

- A. Creation of the Performing Arts Associate of Arts Degree
- B. Deletion of the Dance Program of Study
- C. Deletion of the Theater Performance Program of Study
- D. Deletion of the Theater Technical Program of Study

10. Budget Matters

- A. Liquidation of the 50th Anniversary Endowment Fund Action
- B. FY20 Capital Budget Request (Mr. Marvin Mills, Mr. John McLean,
Ms. Kristina Schramm)..... Information

11. Strategic Thinking.....Discussion

12. New Business.....Procedural

13. Trustee CommentsProcedural

14. AdjournmentProcedural

NOTICES

BOARD OF TRUSTEES INFORMATION. The board's meeting schedule, agendas, meeting minutes, and records of resolutions are available at www.montgomerycollege.edu/bot.

PUBLIC COMMENTS. The board welcomes public comments, which can be sent to trustees@montgomerycollege.edu or to Board of Trustees, 9221 Corporate Blvd, Rockville, MD 20850, ATTN: Public Comments.

PUBLIC TESTIMONY. Persons wishing to speak before the board during a public meeting must sign up no less than seven (7) days before the scheduled meeting by calling 240-567-5272 or emailing trustees@montgomerycollege.edu. An electronic file or a hard copy of the testimony must be provided to the Board of Trustees no less than 30 minutes prior to the start of the public meeting. Persons speaking before the board are provided four minutes for comments. The board allots 16 minutes for comments during each public meeting, though this time may be extended for an additional specified period by motion of the board chair and agreement by two-thirds of board members present. Additional comment time may be scheduled at the end of the agenda prior to adjournment.

ALTERNATIVE AGENDA FORMAT. This agenda is available in an alternative format upon request, in accordance with the Americans with Disabilities Act, by contacting 240-567-5272 or trustees@montgomerycollege.edu at least two weeks prior to the scheduled board meeting.

COMMUNICATIONS ACCOMMODATIONS. For special accommodations in communicating with the board, contact 240-567-5272 or trustees@montgomerycollege.edu.

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

Agenda Item Number: 7A
October 15, 2018

PERSONNEL ACTIONS CONFIRMATION REPORT

BACKGROUND

The Board of Trustees by state law has the authority and the responsibility for appointments to the College. Each month the Board receives a summary of personnel actions from the Office of Human Resources and Strategic Talent Management on new hires and employees who have separated from the College.

RECOMMENDATION

It is recommended that the Board adopt the attached report.

BACKUP INFORMATION

Board Resolution
Personnel Actions Confirmation Report
Policy 34001–Changes in Employee Status

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSON

Mr. Roop

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

Resolution Number:
Adopted on:

Agenda Item Number: 7A
October 15, 2018

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 August 1, 2018 through August 31, 2018; and

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

Resolved, That the Board of Trustees accepts the attached reports and confirms the actions of the acting president.

Attachments

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From August 1, 2018, through August 31, 2018

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Department
08/06/2018	Ashourian, Edesa	Human Resources Specialist II	27	Human Resources/Strategic Talent
08/27/2018	Chukran, Jacob D	Public Safety Officer II (Cpl)	15	Facilities Security-Central
08/27/2018	Dorsey, Daniel D	Accountant II	27	Business Services
08/13/2018	Johnson, Sherrod C	Public Safety Officer II (Cpl)	15	Facilities Security-RV
08/13/2018	McKinley, Ian T	Public Safety Officer II (Cpl)	15	Facilities Security-RV
08/27/2018	Racek, Emmilee J	Compliance Specialist	31	Compliance

STAFF SEPARATIONS

Effective Date	Name	Position Title	YOS	Department
08/03/2018	Aceto, Deborah J	Human Resources Spec II	5	Human Resources/Strategic Talent Mgt
08/27/2018	Andon, Angelica M	Interim Project Manager I	6	BITS Dean WDCE
08/28/2018	Baity, Kalecia M	Academic Coach	5	ACES–Achiev Colleg Excell & Success
08/24/2018	Cannon, Allison M	Instructional Lab Coordinator	5	Biology and Chemistry Dean
08/23/2018	Duke, Cheryl D	Bus Proc & Systems Analyst II	4	OIT Central Administration
08/17/2018	Hight, Tina M ¹	Planning Support Specialist	16	Assoc VP Academic Affairs
08/17/2018	Kitchener, Douglas E ¹	IT Support Specialist	17	OIT Academic Services
08/17/2018	Kronziah-Seme Miezana, Ros	Instructional Designer	8	Health Sciences Dean
08/03/2018	Maldonado, Migdalia R	Academic Coach	<1	ACES–Achiev Colleg Excell & Success
08/31/2018	Wormack, Janet E ¹	Sr VP for Admin & Fiscal Svcs	19	Sr VP of Admin & Fiscal Serv

STAFF EMPLOYMENTS: Ethnicity and Gender

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

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	4	4	1	0	0	9
Male	1	0	0	0	0	1
TOTAL	5	4	1	0	0	10

¹ Retirement

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From August 1, 2018, through August 31, 2018

FACULTY

FACULTY EMPLOYMENTS

Effective Date	Name
08/13/2018	Ackermann, Colleen T
08/11/2018	Atkins Baxter, Shayla M
08/11/2018	Brown, Eva C
08/11/2018	Brown, Heather A
08/11/2018	Catravas, Palmyra E
08/13/2018	Clark, Michael G
08/13/2018	Evans, Celia R
08/13/2018	Gentis, Mieke R
08/11/2018	Huebner, Alexander
08/13/2018	James, Khara
08/11/2018	Mohapelo-Raposo, Mateboh
08/11/2018	Nguyen, Hoa
08/13/2018	Perry, Bethany E
08/13/2018	Wallace, Brandon C

FACULTY SEPARATIONS

Effective Date	Name	Position Title	YOS	Department
08/20/2018	Collins, Lawrence C ²	Professor	24	English and Reading Dean
08/10/2018	Elphick, Keith J	Associate Professor	3	English and Reading Dean
08/10/2018	Gebremariam, Hailu B	Assistant Professor	8	Engineering/Computer Science Dean
08/10/2018	Giron, Robert L ¹	Professor	31	AELP, Linguistics and Speech Dean
08/10/2018	Hall, James E ¹	Professor–N/T	18	CW Dean–Student Engag-TPSS Stu Svcs
08/10/2018	Pulju, Anne M	Assistant Professor	5	English and Reading Dean
08/10/2018	Stone, Martin K ¹	Professor	14	Social Science Dean
08/10/2018	Stringer, Natalie L	Assistant Professor	3	Biology and Chemistry Dean
08/10/2018	Twombly, Charlotte H ¹	Professor	14	Social Science Dean
08/10/2018	Wilson, Catherine S ¹	Professor–N/T	20	CW Dean-Student Engag-TPSS Stu Svcs
08/10/2018	Zhou, Qingmin ¹	Professor	24	Engineering/Computer Science Dean

¹ Retirement

² Death

FACULTY EMPLOYMENT: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	6	4	0	1	0	11
Male	2	1	0	0	0	3
TOTAL	8	5	0	1	0	14

FACULTY SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	4	0	0	0	0	4
Male	3	2	1	1	0	7
TOTAL	7	2	1	1	0	11

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

Resolution Number:
Adopted on:

Agenda Item Number: 7Bi
October 15, 2018

Subject: Retirement of Ms. Oyinkansola D. Akitobi

WHEREAS, Ms. Oyinkansola D. Akitobi served Montgomery College with enthusiasm and dedication for more than 18 years as a full-time staff member and retired from the College as of May 1, 2018; and

WHEREAS, She began her employment at Montgomery College as a registrar associate in the Enrollment Services office on the Rockville campus in 1999 and transferred to the Enrollment Services office on the Takoma Park/Silver Spring campus in 2009 where she served diligently in a similar position; and

WHEREAS, Ms. Akitobi loyally served faculty, students, staff, and the College community and provided attention to every detail with style and grace and performed her duties throughout her career in a conscientious and elegant manner; and

WHEREAS, Throughout her many years of service, she served everyone with respect, fairness, compassion, dedication, and a willingness to help and volunteer, earned the respect and admiration of management and coworkers for her knowledge and personal attention, and she will be missed; and

WHEREAS, Ms. Akitobi excelled in working with a large and diverse population of students and community members and was well respected by her peers, administrators, and faculty who will miss her; and

WHEREAS, She demonstrated her unwavering commitment to student success by developing a strong rapport with students and by remaining patient and calm during busy times; and

WHEREAS, The senior vice president for student affairs and the acting president of the College recommend this public recognition of Ms. Oyinkansola D. Akitobi 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. Oyinkansola D. Akitobi for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Ms. Oyinkansola D. Akitobi.

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

Resolution Number:

Adopted on:

Agenda Item Number: 7Bii

October 15, 2018

Subject: Retirement of Ms. Valerie M. Edgar

WHEREAS, Ms. Valerie M. Edgar served Montgomery College with enthusiasm and dedication for more than 12 years as a full-time staff member and retired from the College as of August 1, 2018; and

WHEREAS, Ms. Edgar capably served as the administrative aide for the Biology Department on the Rockville Campus; and

WHEREAS, She provided structure and implemented effective practices to a department consisting of one Chair, 13 full-time faculty, six full-time staff, and up to 48 part-time faculty; and

WHEREAS, Ms. Edgar, as office manager, maintained an inventory of supplies; facilitated the onboarding of new hires; trained and oversaw student aides; and ensured copiers, Scantron readers, and printers were in good working order; and

WHEREAS, She maintained a harmonious work environment through her efforts to beautify the departmental spaces with photographic works, as a liaison for students and faculty, and as a confidante to many where she listened attentively and spoke thoughtfully to everyone; and

WHEREAS, Ms. Edgar assisted in the orientation of new faculty and staff and conveyed information about topics such as Equivalent Semester Hours (ESH) limits, rank advancement, and other College processes at area and departmental meetings; and

WHEREAS, The Biology Department wishes Ms. Edgar a long and happy retirement and is most grateful for the kindness, thoughtfulness, and guidance she provided to all during her tenure; and

WHEREAS, The senior vice-president for academic affairs and the acting president of the College recommend this public recognition of Ms. Valerie M. Edgar 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. Valerie M. Edgar for her outstanding service to the College and extend 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 Ms. Valerie M. Edgar.

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

Resolution Number:

Adopted on:

Agenda Item Number: 7Biii

October 15, 2018

Subject: Retirement of Ms. Gale A. Erskine

WHEREAS, Ms. Gale A. Erskine served Montgomery College with enthusiasm and dedication for more than 30 years as a full-time staff member and retired from the College as of July 1, 2018; and

WHEREAS, She began her career at Montgomery College as a supervisor in the Rockville Campus bookstore; she assumed progressively higher level responsibilities and roles in the Office of Auxiliary Services ending her service to the College as the associate retail operations director; and

WHEREAS, Ms. Erskine served in a critical role in transitioning the campus bookstores from a College managed operation to a third party operation, and her oversight and operational knowledge ensured the smooth transition of bookstores operations to the third party vendor; and

WHEREAS, She received numerous recognition and appreciation awards for her outstanding performance and her dedication and contributions to the College community, including Special Recognition awards in 2011, 2012, 2014 and 2016; and

WHEREAS, Ms. Erskine enjoyed assisting faculty and students in procuring appropriate course materials in a timely and efficient manner, which ensured students were prepared for classes; and

WHEREAS, She was progressively promoted throughout her tenure recognizing her continuous learning and development, expertise, knowledge of the industry, and supervisory skills; and

WHEREAS, Ms. Erskine has served the College well in her numerous roles at the College and has been a valuable resource in the privatization of the campus bookstores; and

WHEREAS, The interim senior vice president for administrative and fiscal services and the acting president of the College recommend this public recognition of Ms. Gale A. Erskine 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. Gale A. Erskine for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Ms. Gale A. Erskine.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Biv
October 15, 2018

Subject: Retirement of Mr. David V. Fellers

WHEREAS, Mr. David V. Fellers served Montgomery College with enthusiasm and dedication for more than 15 years as a full-time staff member and retired from the College as of July 1, 2018; and

WHEREAS, He began his employment as a temporary security officer on the Rockville Campus, progressing to a full-time public safety officer; and

WHEREAS, Mr. Fellers served the College by utilizing his skills learned both on the job and from outside organizations, including the Federal Emergency Management Agency (FEMA) and The International Association of Campus Law Enforcement Administrators (IACLEA); and

WHEREAS, Mr. Fellers received a Recognition Award in 2003; and

WHEREAS, He served the College community during many managerial and administrative changes and reorganizations with integrity, reliability, and stability; and through many crises including the Beltway sniper incident and the Derecho; and

WHEREAS, Mr. Fellers provided emergency medical response, assisted with special event security, intervened with disruptive individuals, and provided inspiration and accountability to safety and security personnel; and

WHEREAS, Mr. Fellers was regarded as a leader and a role model for personnel in his unit; and

WHEREAS, His colleagues will miss his collegial spirit and customer service focus in supporting students, faculty, and staff; and

WHEREAS, The interim senior vice president for administrative and fiscal services and the acting president of the College recommend this public recognition of Mr. David V. Fellers 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. David V. Fellers for his outstanding 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 this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Mr. David V. Fellers.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Bv
October 15, 2018

Subject: Retirement of Mr. Bruce R. Gnuschke

WHEREAS, Mr. Bruce R. Gnuschke served Montgomery College with enthusiasm and dedication for more than 30 years as a full-time staff member and retired from the College as of July 1, 2018 and

WHEREAS, Mr. Gnuschke served as a digital learning center specialist and as an instructional assistant at the Germantown Campus; and

WHEREAS, He was instrumental in the relocation of the Academic Technology Computer Lab from its original location in the Germantown Science building to the High Technology and Science Center, and was similarly involved in the deployment of numerous academic systems in the High Technology and Science Center classrooms; and

WHEREAS, He was always improving his skills and received multiple certifications in Novell Systems and Unicenter Service Desk: Analyst Operations; and

WHEREAS, Mr. Gnuschke was a pioneer in the introduction of instructional technology resources at the Germantown Campus, and in subsequent introductions of updated systems and technologies, and;

WHEREAS, He was recognized by his fellow team members, information technology peers, and the Germantown Campus staff and faculty for his excellent customer service, technical knowledge, team work, and support of student success in the technology lab as a computer science tutor; and

WHEREAS, Mr. Gnuschke was consistently service-oriented and always ready to provide assistance to the Germantown Campus community; and

WHEREAS, Mr. Gnuschke earned the esteem of his peers and the Germantown Campus community for his support and guidance; and

WHEREAS, Mr. Gnuschke received an Outstanding Service Award in April 1993 for exceeding expectations in his work, the award for Outstanding Technical Support to Student Activities in May 1993, the Germantown Staff Globe Award in 2007, and letters of appreciation and commendation from the dean and faculty for excellent work; and

WHEREAS, The senior vice president for academic affairs and the acting president of the College recommend this public recognition of Mr. Bruce R. Gnuschke 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. Bruce R. Gnuschke for his outstanding 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 this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Mr. Bruce R. Gnuschke.

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

Resolution Number:

Adopted on:

Agenda Item Number: 07Bvi

October 15, 2018

Subject: Retirement of Mr. Peter J. Hanley

WHEREAS, Mr. Peter J. Hanley served Montgomery College with enthusiasm and dedication for more than 16 years, and retired on May 1, 2018; and

WHEREAS, He began his employment at Montgomery College as a project coordinator for design services in central facilities and was promoted to a senior project manager for construction services in central facilities where he worked for over fourteen years; and

WHEREAS, Mr. Hanley utilized his vast experience and substantial talent as a designer to create educational and office environments which were specifically responsive to the programmatic needs of Montgomery College; and

WHEREAS, Some of Mr. Hanley's significant work contributions included managing construction of the Science Center, Science East and Science West projects on the Rockville Campus, an effort which lasted over ten years and cost in excess of \$100 million dollars; and

WHEREAS, He worked with consultants, staff, faculty, administrators and students in a collaborative effort to create instructional spaces, offices, meeting rooms, and public areas which were both functional and aesthetically pleasing; and

WHEREAS, Mr. Hanley received a Staff Outstanding Service Award in 2017 in recognition of exemplary service and performance in the execution of his work, and

WHEREAS, His colleagues will miss his unique design talents, the enthusiastic commitment he had for his work, and his sincere camaraderie; and

WHEREAS, The interim senior vice president for administrative and fiscal services and the acting president of the College recommend this public recognition of Mr. Peter J. Hanley 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. Peter J. Hanley for his outstanding 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 this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Mr. Peter J. Hanley.

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

Resolution Number:

Adopted on:

Agenda Item Number: 07Bvii

October 15, 2018

Subject: Retirement of Ms. Maura M. Hilburn

WHEREAS, Ms. Maura M. Hilburn served Montgomery College with enthusiasm and dedication for more than 30 years as a full-time staff member and retired from the College as of July 1, 2018; and

WHEREAS, She began her employment at Montgomery College as a media equipment technician on the Rockville Campus, later progressing to a media technology specialist in 2003 and an IT support specialist in 2015; and

WHEREAS, Ms. Hilburn utilized her outstanding technical skills to support events and serve faculty, staff, and students on the Rockville Campus; and

WHEREAS, Ms. Hilburn actively participated in College governance representing the IT department on the Rockville Council; and

WHEREAS, Ms. Hilburn willingly supported, assisted, and mentored students serving as IT interns; and

WHEREAS, The interim senior vice president for administrative and fiscal services and the acting president of the College recommend this public recognition of Ms. Maura M. Hilburn 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. Maura M. Hilburn for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Ms. Maura M. Hilburn.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Bviii
October 15, 2018

Subject: Retirement of Ms. Martha J. Krieger

WHEREAS, Ms. Martha J. Krieger served Montgomery College with enthusiasm and dedication as a full-time staff member for more than 15 years and retired from the College on July 1, 2018; and

WHEREAS, She began her employment at the college in the Assessment Office as a temporary assistant working with test exams and scoring; and

WHEREAS, She worked in the Financial Aid Office where she was instrumental in searching for and locating jobs through the Federal Government's Job Location and Development program, which incorporated locating part-time jobs for students that enabled them to develop career pathways; and

WHEREAS, Ms. Krieger was committed to working with area high schools and provided financial aid workshops in the day and evening to help students access federal and state applications for scholarships and financial aid to pay college tuition; and

WHEREAS, She continued to work with colleges and universities in Maryland and other states to set up articulation agreements for students wishing to have their credits at Montgomery College transfer to other four year institutions; and

WHEREAS, Her colleagues will miss her intellect, humor, and commitment to obtaining resources to assist students to pay their tuition and fees; and

WHEREAS, Ms. Krieger was a member of the Delaware-District of Columbia-Maryland Association of Student Financial Aid Administrators; and

WHEREAS, The senior vice president for student affairs and the acting president of the College recommend this public recognition of Ms. Martha J. Krieger 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. Martha J. Krieger for her 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 Ms. Martha J. Krieger.

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

Resolution Number:

Agenda Item Number: 07Bix
October 15, 2018

Subject: Retirement of Mr. David Mingo

WHEREAS, Mr. David Mingo served Montgomery College with enthusiasm and dedication for more than 13 years as a full-time staff member and retired from the College on July 1, 2018; and

WHEREAS, He provided excellent customer service to the College community and provided noteworthy logistical, planning, and building service leadership that enabled the Facilities Department to fulfill its mission; and

WHEREAS, He was an outstanding member of the Rockville Campus Facilities Department and has received numerous letters of appreciation, cash awards, and a Recognition Award in 2012; and

WHEREAS, The interim senior vice president for administrative and fiscal services and the acting president of the College recommend this public recognition of Mr. David Mingo 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. David Mingo 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. David Mingo.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Bx
October 15, 2018

Subject: Retirement of Mr. Hao Nguyen-Gia

WHEREAS, Mr. Hao Nguyen-Gia served Montgomery College with enthusiasm and dedication for more than 17 years as a full-time staff member in the Office of Information Technology and retired on June 1, 2018; and

WHEREAS, Mr. Nguyen-Gia began his employment at Montgomery College as a part-time network engineering specialist in the Office of Information Technology on the Rockville Campus and later transitioned to network engineer; and

WHEREAS, He provided after-hours support to emergency and routine maintenance tasks as necessary; and

WHEREAS, Mr. Nguyen-Gia played an important role in monitoring and responding to issues with College IT infrastructure that occurred during off-hours when other staff were not available; and

WHEREAS, He worked through transitions and changes and provided a stable presence at the Rockville Campus data center over time, especially after most data center staff were relocated to the Takoma Park/Silver Spring Campus; and

WHEREAS, Mr. Nguyen-Gia will be missed by those who worked with him; and

WHEREAS, The interim senior vice president for administrative and fiscal services and the acting president of the College recommend this public recognition of Mr. Hao Nguyen-Gia 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. Hao Nguyen-Gia for his outstanding 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 this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Mr. Hao Nguyen-Gia.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Bxi
October 15, 2018

Subject: Retirement of Ms. Nancy L. Nitz

WHEREAS, Ms. Nancy L. Nitz served Montgomery College with enthusiasm and dedication for more than nine years as a full-time staff member and retired from the College as of August 1, 2018; and

WHEREAS, Ms. Nitz began her employment at Montgomery College as senior administrative aide in the Office of Academic Initiatives on the Rockville Campus, later moving to Central Services to support the associate senior vice president for academic affairs; and

WHEREAS, She was awarded a Staff Outstanding Service Award in May 2016, and a National Institute for Staff and Organizational Development Excellence Award in May 2017 for outstanding service which exceeded the normally expected performance of her assigned job responsibilities; and

WHEREAS, She was highly effective in planning, organizing and efficiently handling office management activities; and demonstrated outstanding skills, understanding, and knowledge of all aspects of her job; and

WHEREAS, Ms. Nitz was highly effective in listening to others, expressing ideas, both orally and in writing, and providing relevant and timely information to management, coworkers, and students; and

WHEREAS, She interacted graciously with fellow team members, respected the rights of other employees and students, and always showed a cooperative spirit; and

WHEREAS, Ms. Nitz was effective in understanding problems and making timely, practical decisions, and was outstanding in time management and showed initiative and independent action; and

WHEREAS, She provided a kind and calming spirit that will be dearly missed; and

WHEREAS, The senior vice president for academic affairs and the acting president of the College recommend this public recognition of Ms. Nancy L. Nitz 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. Nancy L. Nitz for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Ms. Nancy L. Nitz.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Bxii
October 15, 2018

Subject: Retirement of Ms. Helena Seward

WHEREAS, Ms. Helena Seward served Montgomery College with enthusiasm and dedication for more than 47 years as a full-time staff member and retired on August 1, 2018; and

WHEREAS, Ms. Seward began her employment at Montgomery College as a library assistant I in the Takoma Park/Silver Spring Campus library, moving up to library assistant supervisor in mid-career, and later transitioning to campus access services supervisor; and

WHEREAS, Ms. Seward utilized her vast experience both in the College's library and at Montgomery College to serve the campus community, facilitating the work of these important centers for student learning; and

WHEREAS, Ms. Seward's commitment to students enriched the College's provision of services, particularly through her care for students from diverse backgrounds; and

WHEREAS, Throughout her decades of service at Montgomery College, Ms. Seward pursued professional development by enrolling in external and internal courses and applying the learning she gained to her daily role; and

WHEREAS, Ms. Seward's steady leadership through transitions and changes provided a stable presence over time, working with her colleagues to provide improved operations throughout the College library; and

WHEREAS, Through her leadership, Ms. Seward mentored and assisted Access Services employees to fulfill their personal goals and achieve their promise; and

WHEREAS, Her colleagues will miss her extensive knowledge of Access Services and her historical perspective; and

WHEREAS, The senior vice president for academic affairs and the acting president of the College recommend this public recognition of Ms. Helena Seward 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. Helena Seward for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

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

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Bxiii
October 15, 2018

Subject: Retirement of Ms. Ellen H. Sloan

WHEREAS, Ms. Ellen H. Sloan served Montgomery College with enthusiasm and dedication for more than eight years as a full-time staff member and retired from the College as of July 1, 2018; and

WHEREAS, Ms. Sloan began her career as a child care center manager in Auxiliary Services before becoming a child care center supervisor on the Rockville Campus and later the lead teacher in the Early Childhood Laboratory School on the Germantown Campus in the Social Sciences and Education Area; and

WHEREAS, She participated in the Auxiliary Services Management Team and the Child Care Services Management Team; and

WHEREAS, She developed professionally by learning the National Association for the Education of Young Children standards to support quality early education, toured a Montgomery County preschool program to learn about summer activities for children, and actively participated in the Organization for Child Care Directors; and

WHEREAS, Ms. Sloan is highly regarded as a teacher who developed creative learning experiences for children; a courteous professional who worked well with families; a productive manager who cared about the welfare of her staff; and a leader who is dependable, cooperative, and supportive towards everyone with whom she works; and

WHEREAS, The senior vice president for academic affairs and the acting president of the College recommend this public recognition of Ms. Sloan on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation of Ms. Ellen H. Sloan for her outstanding service to the College and extend to her their best wishes that her 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 Ms. Ellen H. Sloan.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Bxiv
October 15, 2018

Subject: Retirement and Award of Emeritus Status to Professor Peter B. Stein

WHEREAS, Professor Peter B. Stein served Montgomery College with enthusiasm and dedication as a full-time faculty member for 36 years and retired from the College as of June 1, 2018; and

WHEREAS, Professor Stein provided wisdom and guidance as chair of the Management Department and program coordinator of the Hotel Management Program; and

WHEREAS, He taught and prepared outcomes assessments for all lodging management courses, including Introduction to the Hospitality Industry, Customer Service in the Hospitality Industry, Supervision and Leadership in the Hospitality Industry, Managing Hospitality Human Resources, Lodging and Food Service Law, Management of Front Office Operations, and Hospitality Practicum; and

WHEREAS, He planned and carried out field trips for students in the Hospitality Management Program, such as trips to the Hilton Garden Inn and Homewood Suites Hotel in Rockville; the International Hotel, Motel, and Restaurant Show in New York City; and a hospitality trade show in Ocean City; and

WHEREAS, He built, maintained, and revised hospitality course curricula, scheduling, and advising; chaired the Hotel Program Review; redesigned the Hospitality Management Associate of Applied Science (AAS) degree; and represented his department at career fairs and other events; and

WHEREAS, Professor Stein served on the joint Montgomery College/Montgomery County Public Schools Hospitality Advisory Group; and

WHEREAS, He developed professionally by regularly attending seminars on management, supervision, leadership, customer service, and labor law; by participating in the Maryland Hospitality Educators Committee; and by working with the Educational Committee of the Hotel Association of Washington, DC; and

WHEREAS, His professional memberships include the Society for Human Resource Management, the American Hotel and Lodging Association, and the Council of Hotel, Restaurant, and Institutional Education; and

WHEREAS, He has been honored four times by Who's Who Among American Teachers and received the Certified Hotel Administrator's designation, the highest professional honor awarded by the lodging industry; and

WHEREAS, Professor Stein is esteemed as a valued colleague in his department, an articulate and knowledgeable instructor, and an excellent role model for his students; and

WHEREAS, College policy provides that all faculty members and administrators holding faculty rank who retire with a minimum of 10 years of service with Montgomery College shall be designated faculty emeritus(a) with appropriate rank or title, subject to approval of the Board of Trustees; and

WHEREAS, The senior vice president for academic affairs and the acting president of the College recommend this public recognition of Professor Peter B. Stein 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 Peter B. Stein for his outstanding 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 Peter B. Stein 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 Peter B. Stein.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Bxv
October 15, 2018

Subject: Retirement and Award of Emerita Status to Professor Sylvia R. Stevens

WHEREAS, Professor Sylvia R. Stevens served Montgomery College with enthusiasm and dedication for more than 11 years as a full-time faculty member and retired from the College as of July 1, 2018; and

WHEREAS, Professor Stevens provided outstanding learning experiences for students in the Nursing Program for more than 11 years; and

WHEREAS, She maintained multiple nursing certifications specifically addressing mental health expertise in nursing care and participated in professional development training sponsored by Montgomery College and the National League for Nursing that focused on best practices in nursing education; and

WHEREAS, She served on the Collegewide Curriculum Committee and was the Takoma Park/Silver Spring Campus curriculum advisory person (CAP) from Spring 2013–2016, and was active on many nursing program committees such as Curriculum and Exam Development; and

WHEREAS, Professor Stevens provided leadership to the College as a course coordinator; she was active in many nursing organizations: Clinical Specialist in Adult Psychiatric Mental Health Certification through the American Nurse Credentialing Center (ANCC), National League for Nursing, American Association of University Professors (AAUP), American Psychiatric Nurses Association, Sigma Theta Tau-Kappa Chapter, and American Nurses Association; and

WHEREAS, Professor Stevens is known by her colleagues as a mentor and friend and is known to her students as a passionate and dedicated teacher, her energetic personality and enthusiasm for nursing will be missed in the Nursing Program; and

WHEREAS, College policy provides that all faculty holding faculty rank who retire with a minimum of 10 years of service with Montgomery College shall be designated faculty emerita with the appropriate rank or title, subject to approval of the Board of Trustees; and

WHEREAS, The senior vice president for academic affairs and the acting president of the College recommend this public recognition of Professor Sylvia R. Stevens on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Sylvia R. Stevens for her distinguished service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Professor Sylvia R. Stevens is granted the status of Professor Emerita, and that she be accorded such recognition and honors as may be appropriate to persons holding this rank; and be it further

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

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Bxvi
October 15, 2018

Subject: Retirement and Award of Emerita Status to Dr. Amanda A. Truett

WHEREAS, Dr. Amanda A. Truett served Montgomery College with enthusiasm and dedication for 17 years as a full-time faculty member and retired from the College as of June 1, 2018; and

WHEREAS, Dr. Truett consistently provided wisdom and guidance to the faculty and her department as chair of the Biology Department; and

WHEREAS, She served ably and effectively as a Biology faculty member at the Takoma Park/ Silver Spring Campus for more than 17 years, including over ten years teaching Biology courses online; and

WHEREAS, Dr. Truett served as a mentor for several faculty members on the topic of Environmental Science and as environmental science coordinator for the department; and

WHEREAS, She shared her passion for environmental activism with her students, encouraging them to make environmentally-friendly decisions when making lifestyle choices; and

WHEREAS, She provided leadership to the College by serving on the College Calendar Committee, the MC Green Committee, and as faculty sponsor of the Takoma Park/ Silver Spring Campus Green Technology Club; and

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

WHEREAS, The senior vice president for academic affairs and the acting president of the College recommend this public recognition of Dr. Amanda A. Truett on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Dr. Amanda A. Truett for her distinguished service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Dr. Amanda A. Truett is granted the status of Professor Emerita, and that she be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That this resolution become part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Dr. Amanda A. Truett.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Bxvii
October 15, 2018

Subject: Retirement of Mr. Todd M. Umberger

WHEREAS, Mr. Todd M. Umberger served Montgomery College with enthusiasm and dedication for more than 35 years as a full-time staff member and retired from the College as of June 1, 2018; and

WHEREAS, Mr. Umberger began his employment at the College as a maintenance worker I, was promoted to maintenance worker II, and later progressed to building equipment mechanic; and

WHEREAS, He served ably and effectively in many capacities and provided excellent customer service to the College community, was a great asset to the Rockville Campus and was recognized for his dedication and hard work; and

WHEREAS, Mr. Umberger was committed to supporting faculty, staff, and students and provided a high level of personal performance and accomplishment, as well as support to the College community; and

WHEREAS, He served faithfully and diligently in his role, paying particular attention to monitoring the boilers and many HVAC systems; and

WHEREAS, His colleagues will miss his insight, expertise, and dedication during his many years of service; and

WHEREAS, The senior vice president for academic affairs and the acting president of the College recommend this public recognition of Mr. Todd M. Umberger 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. Todd M. Umberger for his outstanding 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 this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Mr. Todd M. Umberger.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Bxvii
October 15, 2018

Subject: Retirement of Ms. Donna M. Wilson

WHEREAS, Ms. Donna M. Wilson served Montgomery College with enthusiasm and dedication for more than 11 years as a full-time staff member and retired from the College as of July 1, 2018; and

WHEREAS, Ms. Wilson was hired as an office associate to lead and manage the front desk and waiting area of Counseling and Advising at the Takoma Park/Silver Spring Campus; and

WHEREAS, She served as the first point of contact for Counseling and Advising and Disability Support Services, playing an essential role in the seamless operation of the department while being a welcoming contact for students and community members visiting the department by creating a warm and inviting environment to make visitors feel comfortable; and

WHEREAS, Ms. Wilson skillfully assisted a high volume of student encounters at the front desk by answering questions, providing advising information and resources, making referrals to other departments and services, and assisting students with scheduling counseling and disability support services appointments, as the department schedules on average over 20,000 student appointments per fiscal year; and

WHEREAS, Ms. Wilson was critical in supporting the department after the implementation of the developmental advising model; and

WHEREAS, Ms. Wilson was crucial in supporting and encouraging the department through a switch in service models by providing ongoing support to end users, always with patience and enthusiasm, which speaks to her supportive demeanor and “how can I help” mentality; and

WHEREAS, Ms. Wilson mentored and coached numerous student employees and served as a role model with a high level of professionalism; and

WHEREAS, She maintained positive and supportive working relationships with her colleagues and frequently volunteered to assist staff and faculty with new initiatives and projects such as the annual Majors Fair, Adult Student Forums, Summer Bridge Programs, Career Month, and other events; and

WHEREAS, She directly supported institutional priorities and legal, regulatory, compliance, and accreditation requirements for the College by connecting students to services to receive accommodations, to meet with confidential Title IX reporters, and to meet with counselors to create educational plans to support their academic success and completion; and

WHEREAS, She demonstrated commitment to the success of students and the institution by serving as an active member on several committees and councils including staff council, the

professional development leave committee, the academic success workgroup, and the Achieving the Dream committee; and

WHEREAS, Ms. Wilson displayed an on-going commitment to service excellence, team work, and innovation as she was always eager to learn new skills and technology and to implement new processes in order to create efficiencies and improved business practices such as managing a new online scheduling process for in-person group academic orientations, maintaining an informational monitor in the waiting room, learning the content management system to make updates to the website, creating and maintaining a blog for training purposes for student employees, and researching and submitting a sick leave bank proposal to staff council, to name a few; and

WHEREAS, Ms. Wilson will be remembered for her caring and supportive nature, her ability to stay calm and remain positive and poised under pressure, her sense of humor, her strong work ethic and high level of initiative and eagerness to learn, her ability to see projects through from beginning to completion, her undisputable reliability and dependability, her advocacy for students, the countless lives she positively impacted, her leadership at the front desk, and her steadfast dedication to the success of students, her colleagues, and the institution; and

WHEREAS, She is held in the highest regard and is immensely respected and sincerely appreciated by her colleagues and most importantly by students; and

WHEREAS, Ms. Wilson's compassion, dedication to student success, and her far-reaching institutional knowledge will be deeply missed by the College community; and

WHEREAS, The senior vice president for student affairs and the acting president of the College recommend this public recognition of Ms. Donna M. Wilson 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. Donna M. Wilson for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Ms. Donna M. Wilson.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Bxix
October 15, 2018

Subject: Retirement of Ms. Shwuing Wu

WHEREAS, Ms. Shwuing Wu served Montgomery College with enthusiasm and dedication for more than ten years as a full-time staff member and retired from the College on July 1, 2018; and

WHEREAS, She began her employment at Montgomery College as a librarian on the Germantown Campus and later as a library technical assistant on the Rockville Campus and earned her master's degree in library and information science from the State University of New York (SUNY); and

WHEREAS, She served as a member of the pay-for-print management system committee, started the pilot project of the WEPA system in 2010 on the Rockville Campus, participated in the group that reviewed vendors, helped to select a company, and helped to implement the system at the College; and

WHEREAS, She pursued an ethnographic research study in China, published the results of the study in a professional journal and presented at various conferences, was a scholar in her own right, and has published five books; and

WHEREAS, She fostered among the campus library a climate of student centered services and an interest in introducing technology to make learning more accessible; and

WHEREAS, Ms. Wu fostered collaborations between the library and the campus library technical assistants to upgrade the library technology equipment and improve technology services in the library; and

WHEREAS, Ms. Wu made tremendous contributions to the campus library and the College, and her colleagues will miss her consummate professionalism and wealth of knowledge; and

WHEREAS, The senior vice president for academic affairs and the acting president of the College recommend this public recognition of Ms. Shwuing Wu 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. Shwuing Wu for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

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

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

Resolution Number:

Adopted on:

Agenda Item Number: 07Ci

October 15, 2018

Subject: Retirement and Award of Bronze Medallion to Ms. Juliet A. Martorana

WHEREAS, Ms. Juliet A. Martorana served Montgomery College with enthusiasm and dedication for more than 29 years a full-time staff member and retired from the College as of July 1, 2018; and

WHEREAS, Ms. Martorana worked diligently in different areas at the College, serving as a compliance specialist and project manager in the Office of Compliance, Risk and Ethics, an adjunct faculty member in the Computer Applications and Business Department, an academic coach with the Achieving the Promise Academy, a senior IT projects specialist, IT projects specialist I and computer specialist within Information Technology, and as a computer specialist in Auxiliary Services; and

WHEREAS, She helped establish the Compliance Office to ensure the College meets critical regulatory requirements; co-chaired the Employee Code of Ethics Ad-Hoc Committee of the Employee Services Council to help develop the College's first Employee Code of Conduct; effectively led and managed the physical move of the College network center into a newly built and designed Network Operations Center on the Takoma Park/Silver Spring Campus; and

WHEREAS, Ms. Martorana received the Staff Distinguished Service Award, three Outstanding Service awards, a NISOD Excellence Award, and the Office of Information Technology Employee of the Year award, graduated from the very first Leadership Development Institute and participated in the Graduate series Leadership program, the Developing a Skillful Supervisor program, and the Academic Leadership Program; and

WHEREAS, She provided exceptional commitment to the College by devoting considerable time to serve with multiple committees and employee governance areas, such as the Compliance Advisory Committee, Blue Ribbon Task Force on Governance, Employee Engagement Advisory Group, the Common Employee Experience Workgroup, and leadership roles in the Staff Senate and Employee Services Council; and

WHEREAS, Ms. Martorana demonstrated noteworthy leadership talents during her professional career and served as the chair of the Employee Services Council, secretary of the College Council, as well as chair of the Staff Senate for two terms, and served as a member of the City of Brunswick Ethics Commission, City of Brunswick Economic Development Commission, and the Brunswick Main Street Board; and

WHEREAS, She stood out as a remarkable employee who loves Montgomery College; her exceptional work ethic, commitment to student success, and deep concern for her colleagues are appreciated and will be missed; she has served as a role model for other staff at the College and her contributions to the College have made it a better place to work, to learn, and to engage in conversation; and

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

WHEREAS, The chief compliance, risk, and ethics officer and the acting president of the College recommend this public recognition of Ms. Juliet A. Martorana 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. Juliet A. Martorana for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution and the Bronze Medallion be presented to Ms. Juliet A. Martorana.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Cii
October 15, 2018:

**Subject: Retirement and Award of Emerita Status and Bronze Medallion to Professor
Jacqueline B. Middleton**

WHEREAS, Professor Jacqueline Middleton served Montgomery College with dedication and distinction for more than 29 years as a full-time faculty member and retired from the College as of June 1, 2018; and

WHEREAS, Professor Middleton provided wisdom and guidance to faculty and staff as chair of the Business, Accounting, Management, and Legal Studies Department on the Germantown Campus, diligently addressing student concerns, curriculum development, part-time faculty hiring and evaluation, articulations with four-year colleges, textbooks, and class scheduling; and

WHEREAS, She advised the Paralegal Network Student Club and Corporate Business Leaders Club; sponsored job fairs for paralegal students; brought business, legal, and academic leaders to speak to students on campus; took students to visit such sites as the United States Supreme Court; and mentored students in the Macklin Institute, Student Senate, and Business Clubs; and

WHEREAS, She displayed strong leadership throughout her career not only as department chair, but coordinated Paralegal Network workshops; Paralegal Advisory Board meetings and the College's 50th Anniversary Celebration for the Germantown Campus; worked with Montgomery County Business and Professional Women, and other institutions to promote Montgomery College; served as lead facilitator of the Montgomery College/ Montgomery County Public Schools Advisory Committee; served as the lead College faculty member for the Montgomery County Career Advisory Board for Law, Government, Public Safety, and Administration; and represented the College through the Speakers Bureau; and

WHEREAS, She was a frequent keynote speaker and presenter who addressed such topics as leadership, strategic management, diversity, teambuilding, communication, ethics, and problem solving at high schools, associations, and numerous government or public agencies, among them the Veterans Administration, National Science Foundation, National Institutes of Health, Nuclear Regulatory Commission, and Homeland Security; and

WHEREAS, Professor Middleton represented Management, Accounting, Business, and Legal Studies on the Outcomes Assessment, Academic Area Review, and Chairs Plus Committees and served on the Sabbatical Leave Committee, Enrollment Management Advisory Committee, Council for the 21st Century, Campus Diversity Committee, Search Committee, Professional Development Committee, and Collegewide Faculty Council, which she vice-chaired; and

WHEREAS, She actively participated in professional trainings that included the American Council on Education Accreditation Workshop; Maryland State Board of Education Workshops; College Board Conference; Train the Trainers Conference, and Thought Leadership Conference; and she was actively involved in many professional groups, which included the Montgomery County Business Professional Women's Association, the National Capital

Paralegal Association, the Maryland chapter of the Paralegal Association, and the Chair Academy; and

WHEREAS, Her accomplishments and contributions were acknowledged with a Faculty Outstanding Service Award in 2005, an Excellence Award from the National Institute for Organizational Development, Educator of the Year in Who's Who Among Educators Award, and letters of commendation from the American Council on Education; and

WHEREAS, Professor Middleton is esteemed by colleagues and students as an inspired, creative instructor who empowers her students through highly participative classes and learner-focused teaching strategies; and

WHEREAS, College policy provides that all faculty members and administrators holding faculty rank who retire with a minimum of 10 years of service with Montgomery College shall be designated faculty emeritus(a) with appropriate rank or title, subject to approval of the Board of Trustees; and

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

WHEREAS, The senior vice president for academic affairs and the president of the College recommend this public recognition of Professor Jacqueline B. Middleton on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Jacqueline B. Middleton for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Professor Jacqueline B. Middleton is granted the status of Professor Emerita, and that she be accorded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That Professor Jacqueline B. Middleton is awarded the Bronze Medallion in recognition of her service to the College and community, and as an expression of the gratitude of the College for her dedication and professional commitment to 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 Professor Jacqueline B. Middleton.

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

Resolution Number:

Agenda Item Number: 07Ciii

Adopted on:

October 15, 2018

Subject: Retirement and Award of Emerita Status and Bronze Medallion to Dr. Gail Minor-Smith

WHEREAS, Dr. Gail Minor-Smith served Montgomery College with dedication and distinction for 28 years as a full-time faculty member after serving for four years as an adjunct faculty member, and retired from the College as of June 1, 2018; and

WHEREAS, Dr. Minor-Smith provided wisdom and guidance to faculty and staff as coordinator of the Dance Program, where her responsibilities included hiring, training, and evaluating faculty; as faculty administrative associate, where she supported the Visual and Performing Arts Area; and as interim dean of Visual and Performing Arts, where she hired faculty, guided Academic Area Reviews, implemented recommendations, and helped each department in her area feel valued while continuing to teach and oversee student performances; and

WHEREAS, She taught introduction to dance, ballet, modern dance, jazz, tap, rhythmic training for the dancer, dance composition, and the dance practicum; she secured grant funding to present master classes in African dance, tap dance, and Native American Flute; and she revised curricula for courses; and

WHEREAS, She choreographed and produced many dance performances that featured student talent and enriched the artistic experiences of numerous dance patrons in the community, including the Spring Dance Concerts and performances for such College events as the Harry Harden Awards Ceremony, the World Arts Festival, the retirement celebration for a College president, the ArtsWalk program, and College Wellness Fairs; and

WHEREAS, She formed collaborative partnerships with Montgomery County high schools for the Fall Dance Showcase and with community dance companies and four-year colleges and universities to promote the Dance Program, provided choreography opportunities for students, and organized joint performances between Montgomery College and other institutions; and

WHEREAS, She worked with Disability Support Services to provide special dance workshops for students with disabilities, and she mentored many dance students through the Student Mentoring Program, giving them focus, individual attention and accompanying them on field trips to New York City, where they could take classes from well-known artists; and

WHEREAS, Dr. Minor-Smith was a participant in the Smithsonian Faculty Fellowship, a member of Montgomery College Fellows in the Library of Congress Pilot program, and a frequent speaker in the Faculty Colloquia series, where she discussed the importance of the arts in education and in life; and

WHEREAS, She supported her department and discipline and represented them in information and recruitment fairs; administered the Dance Scholarship Fund; oversaw the department's

Sunshine Fund; engaged in Arts Institute activities, and served on the Fine Arts Renovation Committee, and the Theatre Arts Group; she developed a communication workshop for Continuing Education staff and served on the Rockville Faculty Council, Search Committees, Assessment Committee, Campus Leadership Committee, and Board of Directors for the Rockville Scholarship Foundation; and

WHEREAS, She developed professionally and traveled to New York City several times a year to study dance techniques in a variety of genres; maintained relationships with dance instructors at American University, George Mason University, Duke University (where she led a dance history workshop), the University of Maryland (where she was a guest choreographer), and other institutions; and actively participated in the Society for Dance History Scholars and the National Dance Education Organization; and

WHEREAS, Her accomplishments and contributions were acknowledged with an Outstanding Faculty Award in 2009 and a National Institute for Staff and Organizational Development Excellence Award in 2010; and

WHEREAS, Dr. Minor-Smith is esteemed by students and colleagues as an effective and talented instructor who creates a positive and productive learning environment, demonstrates strong expertise in her subject matter, and affirms her students while also challenging them to perform at the highest levels; and

WHEREAS, College policy provides that all faculty members and administrators holding faculty rank who retire with a minimum of 10 years of service with Montgomery College shall be designated faculty emeritus(a) with appropriate rank or title, subject to approval of the Board of Trustees; and

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

WHEREAS, The senior vice president for academic affairs and the president of the College recommend this public recognition of Dr. Gail Minor-Smith on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Dr. Gail Minor-Smith for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Dr. Gail Minor-Smith is granted the status of Professor Emerita, and that she be accorded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That Dr. Gail Minor-Smith is awarded the Bronze Medallion in recognition of her service to the College and community, and as an expression of the gratitude of the College for her dedication and professional commitment to 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 Dr. Gail Minor-Smith.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07Civ
October 15, 2018

Subject: Retirement and Award of Emerita Status and Bronze Medallion to Professor Janet Saros

WHEREAS, Professor Janet Saros served Montgomery College with dedication and distinction for 36 years as a full-time faculty member and retired from the College as of July 1, 2018; and

WHEREAS, Professor Saros provided wisdom and guidance to faculty and staff as chair of the Management Department for four years and as director of the Marriott Hospitality Center since the Center's inception, having coordinated the food and beverage management curriculum, supervised the Center's kitchen coordinator, maintained excellent relationships with leaders of the J.W. and Alice Marriott Foundation, obtained and managed grant funding, directed many scholarship awards to qualified hospitality management majors, managed the annual Marriott Scholars' reception, and represented the Marriott Hospitality Center at professional and community activities; and

WHEREAS, She developed and taught food and hospitality courses, among them Principles of Food Production, Food Service Sanitation, Catering and Banquets; and

WHEREAS, She advised the Phi Theta Kappa Honor Society and the student Hospitality Management Club, took students on field trips to the Ocean City Restaurant Expo, New York Hotel Show, Ridgewell Caterers, Bethesda North Conference Center, Washington, DC Convention Center, and Marriott Headquarters; and

WHEREAS, She displayed strong leadership by marketing the hospitality program, facilitating the Marriott Hospitality College Area Review, revising the Hospitality Management AAS degree, organizing the Advising Open House for current and prospective hospitality management majors, overseeing the use of the Marriott Hospitality Center kitchen by Phi Theta Kappa, hosting conferences and receptions, planning teambuilding-through-cooking workshops for the College's Board of Trustees and other groups, and convening the Hospitality Program Advisory Committee that supports student transfers from the College to the Hospitality and Tourism Management Program at the University of Maryland Eastern Shore, Shady Grove Campus; and

WHEREAS, Professor Saros served in the Advising Cadre; Rockville Faculty Council; Campus Wellness Committee; Rockville Campus Academic Appeals Committee; Rockville Campus On Course Workgroup; General Studies—Social Science, Administration, and Health Core Committee; Search Committee for the Area Dean; and Planning Committee for the Association for Career and Technical Education Perkins meeting at the College; and

WHEREAS, She actively participated in many professional groups and committees, including the National Restaurant Association; Hospitality Educators of the Mid-Atlantic Region; Council of Hospitality Educators; Culinary Historians of Washington, DC; Council on Hotel, Restaurant, and Institutional Education; Center for the Advancement of Foodservice Education Leadership; Washington Area Roundtable for Women in Foodservice; Governor's Workforce Investment

Board Hospitality and Tourism Industry Initiative Steering Committee; Maryland Hospitality Affinity Group; Board of Advisors for L'Academie de Cuisine Professional Cooking Program; Planning Committee for the Women Chefs and Restaurateurs Conference; and Educators Subcommittee for the Hospitality Industry Metro Partnership, which she chaired; and

WHEREAS, She brought her expertise to the community by reviewing cooking programs for the Maryland Higher Education Commission, serving as the College's main contact on food safety and sanitation for the Montgomery County Department of Health and Mental Hygiene, and speaking to Montgomery County Public School foodservice employees on good sanitation practices; and

WHEREAS, Her accomplishments and contributions were acknowledged with an Outstanding Faculty Award in 2014, an Excellence Award from the National Institute for Organizational Development in 2015, and honorary induction into Phi Beta Kappa; and

WHEREAS, Professor Saros is held in high regard by colleagues and students as a skilled and enthusiastic instructor whose classes are lively and engaging, who models effective teaching, who seeks opportunities for students to connect with potential employers, and who creates student professional development activities such as facility tours, tastings, etiquette luncheons, and guest lectures; and

WHEREAS, College policy provides that all faculty members and administrators holding faculty rank who retire with a minimum of 10 years of service with Montgomery College shall be designated faculty emeritus(a) with appropriate rank or title, subject to approval of the Board of Trustees; and

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

WHEREAS, the senior vice president for academic affairs and the acting president of the College recommend this public recognition of Professor Janet Saros on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Janet Saros for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Professor Janet Saros is granted the status of Professor Emerita, and that she be accorded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That Professor Janet Saros is awarded the Bronze Medallion in recognition of her service to the College and community, and as an expression of the gratitude of the College for her dedication and professional commitment to 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 Professor Janet Saros.

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

Resolution Number:
Adopted on:

Agenda Item Number: 07D
October 15, 2018

Subject: Award of Silver Medallion and Emeritus Status to Trustee Benjamin H. Wu

WHEREAS, The governor of the state of Maryland appointed Mr. Benjamin H. Wu to the Board of Trustees of Montgomery College on July 1, 2012; and

WHEREAS, His appointment was confirmed by the Maryland State Senate; and

WHEREAS, Mr. Wu was appointed by virtue of his strong commitment and dedication to public service; and

WHEREAS, During his tenure on the Board, Mr. Wu served as an exemplary Trustee for the entirety of his appointment, which ends on October 31, 2018; and

WHEREAS, Mr. Wu has served the Montgomery College community with distinction and dedication, consistently demonstrating his belief in and understanding of the guiding principles of governance, scholarship, good stewardship, and a commitment to the fundamental mission of community colleges; and

WHEREAS, Mr. Wu's leadership on board matters has included responding to the need for new facilities and modernizing old facilities to a state-of-the-art status; forming and revising policies to address emerging issues; and grappling with budgets to meet the increasing institutional needs because of fluctuating student enrollment; and

WHEREAS, Bringing his extensive knowledge and experience in the realm of governance, Mr. Wu has served the College well in deliberations regarding all matters, especially those related to policy, advocacy, and economic development; and

WHEREAS, Through his work on the Board of Trustees Community Engagement Committee, Mr. Wu helped to strengthen the College's ties with the greater community; and

WHEREAS, Mr. Wu demonstrated leadership at the national level as the chair of the Diversity, Equity, and Inclusion Committee of the Association of Community College Trustees; and

WHEREAS, Mr. Wu's integrity, wise counsel, dependability, and devotion to and sincere concern for the welfare of all members of the College community have immeasurably contributed to the decisions of the Board of Trustees; these qualities displayed during six years of distinctive service will be sorely missed by the Board, the president, and the College community; and

WHEREAS, College policy allows that all Trustees completing at least one full six-year term of service are eligible for Trustee emeritus/emerita status at the time of their departure from the Board, and such status shall be granted by a majority affirmative vote of the current Board of Trustees; and

WHEREAS, College policy allows for the awarding of a Silver Medallion in recognition of documented truly outstanding service to the College, the academic profession, the county, the state, or the nation; and

WHEREAS, The members of the Board of Trustees of the College recommend this recognition on the occasion of Mr. Benjamin H. Wu's completion of his service on the Board; now therefore be it

Resolved, That the members of the Board of Trustees of Montgomery College express their sincere appreciation and gratitude to Mr. Benjamin H. Wu for his conscientious and significant contributions to Montgomery College, its Board of Trustees, its students, faculty, staff, alumni, the Montgomery County community, and the state of Maryland; and be it further

Resolved, That the Board extends to him its best wishes for his continued good health, happiness, and prosperity, and invites his continued support of the College in the years ahead; and be it further

Resolved, That Mr. Benjamin H. Wu is granted the status of Trustee 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 in recognition of his dedicated service and association with Montgomery College Mr. Benjamin H. Wu is awarded the Silver Medallion for sustained and exemplary outstanding service; 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 Silver Medallion be presented to Mr. Benjamin H. Wu.

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

Resolution Number:

Adopted on:

Agenda Item Number: 08A

October 15, 2018

Subject: Tribute to Ms. Tara R. Belasco

WHEREAS, Ms. Tara R. Belasco served Montgomery College with immense enthusiasm and dedication for more than four years as a full-time staff member until her untimely death on June 22, 2018, which deeply saddened the College community; and

WHEREAS, Ms. Belasco began her service as a temporary employee in Enrollment Services and continued her service as a permanent staff member with Workforce Development & Continuing Education, as a customer service representative at the Wheaton/Westfield location; and

WHEREAS, She was known for her vibrant nature, creativity, passion for history, exploring different cultures, teaching, and helping others; and

WHEREAS, Ms. Belasco received Certificates of Appreciation for her outstanding customer service and dedication; and

WHEREAS, She demonstrated the highest level of commitment and professionalism in serving faculty, students, and staff; and

WHEREAS, The senior vice president for academic affairs and the acting president of the college recommend this posthumous public recognition of Ms. Tara R. Belasco; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to the family of Ms. Tara R. Belasco for her outstanding service to the College and extend to them profound sympathy for the loss of their loved one; 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 the family of Ms. Tara R. Belasco.

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

Resolution Number:
Adopted on:

Agenda Item Number: 08B
October 15, 2018

Subject: Tribute and Posthumous Award of Emeritus Status to Professor Lawrence Clifton ("Clif") Collins II

WHEREAS, Professor Lawrence Clifton ("Clif") Collins II served Montgomery College with enthusiasm and dedication for 25 years as a full-time faculty member in the Department of English and Reading until his untimely death on August 20, 2018, which deeply saddened the College community; and

WHEREAS, Professor Collins taught standard and honors courses ranging from Basic English and Introduction to College Writing to American Literature, the American Novel, and Introduction to World Literature, which incorporated interdisciplinary discussion to illuminate the social, political, and cultural contexts of literary works; and

WHEREAS, Among his course offerings was "Grit Lit," a course that was beloved by students, staff, and faculty; that was grounded in his southern heritage, where the oral tradition informed one of his favorite genres, the short story; and that brought together an eclectic group of southern writers, musicians, historians, and literary figures who told the story of struggle and triumph for people who were relegated to the fringes of society; and

WHEREAS, He actively supported the Montgomery Scholars program as a core faculty member, helping to shape the program's direction by meeting with interdisciplinary peer faculty to plan curricula; writing and editing a column for the program newsletter, *Scholarly Pursuits*; establishing and teaching the Scholars' Cornerstone orientation course for incoming first-year program students; teaching in the program's Cambridge seminar; and mentoring Montgomery Scholar students in their research projects and Beacon Conference presentations; and

WHEREAS, He taught in the College's education programs at the Montgomery County Correctional Facility, having previously taught part-time at the Maryland House of Corrections and the Maryland Correctional Institute; and

WHEREAS, He served his department and discipline by mentoring new faculty members in their first year of full-time teaching; by participating in many departmental committees, including the Basic Writing, Composition, Evaluation, Search, and Appeals Committees; by working on a Shared Readings Committee devoted to developing syllabi, assignments, and evaluation strategies for the Introduction to College Writing course; by coordinating the collegewide Competency Exam for the Introduction to College Writing course; and by keeping the department's sunshine fund, a role that drew on his gregarious personality; and

WHEREAS, Professor Collins served his campus and College by representing the College at public school College Days and participating in the Literary Festival Committee;

WHEREAS, His creative accomplishments included sports research and writing, focusing on the Negro Major Leagues and resulting in an article published in the professional journal of the

Society of American Baseball Researchers; writing one-act plays that incorporated his research in blues music; penning blues songs that were recorded by an acoustic musician in South Carolina; conducting independent study on the Taylor brothers and on the connection of James Baldwin's "Sonny's Blues" to jazz musician Charlie Parker; writing and publishing a collection of poems, *Lives of the Apostles*; and giving public readings of his poetry; and

WHEREAS, Among his creative accomplishments was a series of articles published in *The Tiger Insider* on Frank Wise, an African American Clemson University football player whose positive outlook persisted in the face of leukemia, diabetes, kidney disease, and other challenges and who demonstrated a perseverance that inspired and informed readers; and

WHEREAS, Professor Collins continually developed professionally, attending and presenting at the Rockville Academic Community Colloquium and attending the Caribbean Writers Association Conference, the Peter Elbow Workshop on Portfolio Assessment, and the Society of American Baseball Researchers Conference; and

WHEREAS, He was a member of such professional associations as the Two-Year College English Association and the Northeast Regional Conference for English in the Two-Year College, for which he served as a newsletter editor; and

WHEREAS, He was a 2002 Smithsonian Fellow and presented his research, "Killin' and Thrillin': O Cruel Staggerlee" to the College faculty as part of the Spring Colloquium and the President's Forum Breakfast; and

WHEREAS, Professor Collins was held in high regard as a professor who engaged and motivated students through humor, guided discussion, and positive reinforcement; who inspired students to think critically and creatively, challenging their assumptions while building a community of learners; who set high standards for students while supporting them in achieving those standards; and who was known for his advocacy of inclusion, diversity, and justice through the study of literature; and

WHEREAS, College policy provides that all faculty members and administrators holding faculty rank with a minimum of 10 years of service with Montgomery College at the time of their passing shall be designated faculty emeritus(a) with appropriate rank or title, subject to approval of the Board of Trustees; and

WHEREAS, The senior vice president for academic affairs and the acting president of the College recommend that the Board adopt the following resolutions; now therefore be it

Resolved, That the members of the Board of Trustees express their great sorrow at the passing of Professor Lawrence Clifton ("Clif") Collins II and extend their deepest sympathy to his family, friends, and colleagues; and be it further

Resolved, That Professor Lawrence Clifton ("Clif") Collins II 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 the family of Professor Lawrence Clifton ("Clif") Collins II.

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

Agenda Item Number: 09A
October 15, 2018

**CREATION OF THE PERFORMING ARTS
ASSOCIATE OF ARTS DEGREE**

BACKGROUND

The 2017–2021 Maryland State Plan for Postsecondary Education states, “We have set the goals of access, success, and innovation to support student success with less debt.” Montgomery College echoes that goal by affirming that the College will “cultivate, implement, and assess student access strategies, initiatives, and resources to ensure Montgomery County residents are provided opportunity to complete a college education.”

The performing arts are an integral part of any community and a vital component of the liberal arts and sciences at most institutions of higher education. Institutional commitment to the performing arts has been deep and long-standing at Montgomery College. The proposed performing arts degree builds on that commitment and provides a firm general education foundation. It will combine the existing theatre performance, theatre technical, and dance tracks, in addition to the newly approved musical theatre track, streamlining the use of faculty, staff, and physical resources. Access is ensured by course offerings on all campuses with the availability of open educational resources and success is enhanced with individualized advising for students.

The Performing Arts degree is both different and improved, because the proposed curriculum is a more compact and streamlined version of all the existing theatre and dance programs (i.e., 13 credits of requirements rather than 33 credits). This new program incorporates core curricular components from all three previous majors. The reduced number of requirements should help reduce time to completion and increase graduation rates while keeping the rigor. The program is more flexible and open-ended, so students have the ability to shape the curriculum to suit their interests. The intent of the remodeled program is to increase student flexibility, enhance their experience at the College, and facilitate their transfer to a four-year partner. This combined curricular model works well with our top transfer schools for theatre performance, theatre design, and dance.

The program supports the mission of Montgomery College which is to “empower our students to change their lives” to “enrich the life of the community,” and to “hold ourselves accountable.” The students in performing arts are empowered by learning to be innovative, creative problem-solvers and by developing competency in a range of musical, dance, and theatrical performance and production techniques leading to transfer opportunities or immediate professional employment. Further, the life of our community is enriched by providing high-quality theatre and dance productions 8-10 times per year on all three campuses. The productions are enjoyed by students, faculty, staff, and local residents and provide students with important opportunities to understand the interrelation of performing arts and community building. Finally, the performing arts program holds itself accountable through

curriculum and workforce alignment, program assessment, production post-mortems, and audience satisfaction.

The program is being implemented with existing institutional resources and no additional resources are needed. Outstanding faculty, state-of-the-art facilities, equipment, and library resources are already in place as the courses are currently being offered.

The outlook for economic job growth and vitality is promising. According to the Maryland State Arts Council, the nonprofit arts sector had a \$1.16 billion impact on the state's economy in FY15 and supported 14,564 jobs. According to Arts America, Washington, DC is one of the top 10 theatre cities with around 82 professional theatre organizations. Numbers like this confirm that arts and entertainment are big business in our area, and programs like performing arts program prepare students for work in this field.

Moreover, according to the Department of Labor Occupation Outlook Handbook, jobs for performing arts professionals are expected to increase faster than average.

Upon the Board's approval, as described in the Education Article of the Annotated Code of Maryland, section 16-103, an application will be submitted for state approval to the Maryland Higher Education Commission.

RECOMMENDATION

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

BACKUP INFORMATION

Board Resolution
Performing Arts Program Curriculum
Section 16-103 of the Education Article of the Annotated Code of Maryland

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Rai

RESOURCE PERSON

Dr. Trezza

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

Resolution Number:
Adopted on:

Agenda Item Number: 09A
October 15, 2018

Subject: Creation of the Performing Arts Associate of Arts Degree

WHEREAS, The Maryland State Plan for Postsecondary Education states, "We have set the goals of access, success, and innovation to support student success with less debt"; and

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

WHEREAS, The performing arts are an integral part of any community and a vital component of the liberal arts and sciences at most institutions of higher education; and

WHEREAS, Institutional commitment to the performing arts has been deep and long-standing at Montgomery College; and

WHEREAS, The program will better serve students by combining three current tracks, theatre performance, theatre technical, and dance with the newly adopted musical theatre track; and

WHEREAS, The performing arts associate of arts degree will provide students a strong foundation in general education, as well as provide students with skills and knowledge necessary for immediate employment; and

WHEREAS, Students will be able to graduate with their associate's degree and will be prepared to meet the demands of the four-year program, thereby ensuring both student completion and success; and

WHEREAS, No additional resources are needed for the implementation of the associate of arts degree; and

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

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

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

Program Title: Associate of Arts in Performing Arts

The performing arts curricula are planned to provide a fundamental course of study and training in basic skills for students who plan to continue study at a four-year institution, expect to enter a professional training program in theatre or dance, or wish to seek professional employment in theatre, dance, or related areas. Completion of all requirements will lead to the award of the associate of arts in performing arts.

Course Designator	Title	Credits
Semester One		
ENGL 101	Introduction to College Writing ***	3
THET 100 or DANC 100	Introduction to Theatre or Introduction to Dance * (ARTD)*	3
THET 110	Fundamentals of Acting (ARTD)*	3
	Mathematics Foundation (MATF)*	3
	Program Elective(s)	2
Semester Two		
ENGL 102	English Foundation (ENGF)*	3
COMM 108	Introduction to Human Communication *	3
	Natural Science with Lab Distribution (NSLD) *	4
	Program Elective(s)	2
	Program Elective	3
Semester Three		
THET 114	Stagecraft I	3
THET 205	Movement for the Performer	3
	Behavioral and Social Science Distribution (BSSD)*	3
	Program Elective	3
	Program Elective	3
	Program Elective	1
Semester Four		
ENGL 230	Modern Drama**	3
	Behavioral and Social Science Distribution (BSSD)*	3
	Natural Science Distribution (NSD)*	3
	Program Elective	3
	Program Elective	3
	Total Credits	60

* Fulfills MHEC/MC general education requirements

** May substitute other 200 level Humanities Distribution course.

*** ENGL 101/ENGL 101A, if needed for ENGL 102/ENGL 103, or program elective.

Program Electives: COMM 109; DANCE 101, 102, 103, 104, 105, 106, 107, 108, 110, 120, 200, 201, 202, 203, 204, 205, 206; MUSC 194, 187, 147, 148, 146, 145; THET 118, 122, 125, 187, 201, 208, 216, 225, 230, 237. At least six program elective credits must be in 200 level courses.

Program Outcomes for the Performing Arts Associate of Arts Degree

#	Upon completion of this program a student will be able to:
1	Discuss the importance of dance, theatre, or music as performing arts situated in cultural, historical, and aesthetic contexts.
2	Employ the specialized vocabulary of dance, theatre, or music as it applies to history and current professional practice.
3	Analyze components of dance, theatre, or music in order to make informed aesthetic choices.
4	Demonstrate mastery of skills and techniques required to produce or perform a work of dance, theatre, or music according to standards of professional and safe practice.

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

Resolution Number:
Adopted on:

Agenda Item Number: 09B
October 15, 2018

Subject: Deletion of the Dance Program of Study

WHEREAS, The 2017–2021 Maryland State Plan for Postsecondary Education has set the goals of “access, success, and innovation to support student success with less debt”; and

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

WHEREAS, The performing arts associate of arts degree program will better serve students by combining three existing Montgomery College programs of study—theatre performance, theatre technical, and dance—into one performing arts program of study; and

WHEREAS, Resources from the three existing Montgomery College programs of study—theatre performance, theatre technical, and dance—will be streamlined to support and strengthen the performing arts associate of arts degree program; and

WHEREAS, The performing arts associate of arts degree will give students a strong foundation in general education and provide students with skills and knowledge necessary for immediate employment; and

WHEREAS, Students will be able to graduate with their associate's degree and will be prepared to meet the demands of four-year programs in performing arts, thereby ensuring both student completion and success; and

WHEREAS, No additional resources are needed for implementing the performing arts associate of arts degree; and

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

Resolved, That the members of the Board of Trustees approve deleting dance as a separate program of study in favor of approving the performing arts associate of arts degree; and be it further

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

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

Resolution Number:
Adopted on:

Agenda Item Number: 09C
October 15, 2018

Subject: Deletion of the Theatre Performance Program of Study

WHEREAS, The 2017–2021 Maryland State Plan for Postsecondary Education has set the goals of “access, success, and innovation to support student success with less debt”; and

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

WHEREAS, The performing arts associate of arts degree program will better serve students by combining three existing Montgomery College programs of study—theatre performance, theatre technical, and dance—into one performing arts program of study; and

WHEREAS, Resources from the three existing Montgomery College programs of study—theatre performance, theatre technical, and dance—will be streamlined to support and strengthen the performing arts associate of arts degree program; and

WHEREAS, The performing arts associate of arts degree will give students a strong foundation in general education and provide students with skills and knowledge necessary for immediate employment; and

WHEREAS, Students will be able to graduate with their associate’s degree and will be prepared to meet the demands of four-year programs in performing arts, thereby ensuring both student completion and success; and

WHEREAS, No additional resources are needed for implementing the performing arts associate of arts degree; and

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

Resolved, That the members of the Board of Trustees approve deleting theatre performance as a separate program of study in favor of approving the performing arts associate of arts degree; and be it further

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

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

Resolution Number:
Adopted on:

Agenda Item Number: 09D
October 15, 2018

Subject: Deletion of the Theatre Technical Program of Study

WHEREAS, The 2017–2021 Maryland State Plan for Postsecondary Education has set the goals of “access, success, and innovation to support student success with less debt”; and

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

WHEREAS, The performing arts associate of arts degree program will better serve students by combining three existing Montgomery College programs of study—theatre performance, theatre technical, and dance—into one performing arts program of study; and

WHEREAS, Resources from the three existing Montgomery College programs of study—theatre performance, theatre technical, and dance—will be streamlined to support and strengthen the performing arts associate of arts degree program; and

WHEREAS, The performing arts associate of arts degree will give students a strong foundation in general education and provide students with skills and knowledge necessary for immediate employment; and

WHEREAS, Students will be able to graduate with their associate’s degree and will be prepared to meet the demands of four-year programs in performing arts, thereby ensuring both student completion and success; and

WHEREAS, No additional resources are needed for implementing the performing arts associate of arts degree; and

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

Resolved, That the members of the Board of Trustees approve deleting theatre technical as a separate program of study in favor of approving the performing arts associate of arts degree; and be it further

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

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

Agenda Item Number: 10A
October 15, 2018

LIQUIDATION OF THE 50TH ANNIVERSARY ENDOWMENT FUND

BACKGROUND

On July 25, 1995, as per resolution 95-105, the Board of Trustees designated \$300,000 of the June 30, 1995, fund balance to establish scholarships and faculty chairs for the College's 50th Anniversary. On September 16, 1996, as per resolution 96-131, the Board of Trustees designated an additional \$200,000 of the June 30, 1996, unappropriated fund balance to the 50th Anniversary Endowment Fund. On March 17, 1997, per resolution 97-40, the Board of Trustees took action to encourage growth and use of the fund by establishing a 1:2 match (\$1 match from the Board for every \$2 gifted) in the following endowment areas: sciences and mathematics, humanities, arts, business and technologies, and community leadership. On September 15, 1997, per resolution 97-126, the Board of Trustees created a separate endowment fund for the previously designated \$500,000.

Finally, on June 21, 2004, per resolution 04-79, the Board of Trustees expanded the use of the 50th Anniversary Endowment Fund to include projects related to campus development, academic initiatives, and other projects than can be funded from alternate sources that benefit the College, such as, development projects, academic initiatives, and other projects as recommended by the president. Moreover, the Board specifically approved the use of this fund for expenses incurred for the Germantown Campus Technology Park in FY05, as well as funds to support the International Education grant and Arts Institute.

Since the inception of this fund, approximately \$173,500 has been expended. Additionally, earnings have accrued to the fund resulting in a fund balance as of June 30, 2018, of approximately \$556,000. There have been no matching funds contributed to this fund.

As public dollars to the College have trended downward, coupled with a reduction in tuition dollars due to enrollment shifts, the transfer of this fund balance to the operating fund would be prudent to support opportunities for student academic and athletic scholarships, student health and wellness initiatives, and excellence in teaching. In 2016, the College celebrated its 70th Anniversary making the 50th Anniversary Endowment name obsolete.

RECOMMENDATION

It is recommended that the Board of Trustees liquidate the 50th Anniversary Endowment fund through a non-mandatory transfer over two fiscal years to the operating fund beginning July 1, 2019, and July 1, 2020. It is also recommended that the operating budget for these two fiscal years recognize the current fund functional categories that appropriately reflect the purpose of the spending.

BACKUP INFORMATION

Board Resolution

Board Resolution 95-105

Board Resolution 96-131

Board Resolution 97-40

Board Resolution 04-79

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSONS

Ms. Greaney

Ms. Hickey

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

Resolution Number:
Adopted on:

Agenda Item Number: 10A
October 15, 2018

Subject: Liquidation of the 50th Anniversary Endowment Fund

WHEREAS, In 1995, per resolution 95-105, the Board of Trustees designated \$300,000 for endowed scholarships and faculty chairs for the 50th Anniversary and in 1996, per resolution 96-131, the Board of Trustees designated an additional \$200,000, bringing the total appropriation amount of this fund to \$500,000; and

WHEREAS, In June 2004, per resolution 04-79, the Board of Trustees expanded the use of the 50th Anniversary Endowment Fund to include projects related to campus development, academic initiatives, and other projects that can be funded from alternate sources and that benefit the College; and

WHEREAS, Since the establishment of the fund, expenditures of \$173,500 have been incurred and earnings have accrued to the fund resulting in a fund balance of approximately \$556,000 as of June 30, 2018; and

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

Resolved, That the Board of Trustees liquidate the 50th Anniversary Endowment Fund and the fund balance be transferred to the operating fund through a non-mandatory transfer over the next two fiscal years beginning with July 1, 2019, and July 1, 2020.