



**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
December 10, 2012**

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

Agenda Item Number: 7
December 10, 2012

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, Development, and Engagement 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. Jones

RESOURCE PERSON

Ms. Espinosa

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

Resolution Number: **12-12-096**
Adopted on: **12/10/2012**

Agenda Item Number: 7
December 10, 2012

Subject: Personnel Actions Confirmation

WHEREAS, by state law the Board of Trustees has the authority and responsibility for appointments to the College; and

WHEREAS, the attached summary indicates related personnel actions taken by the College during the period from and including October 1, 2012, to and including October 31, 2012; and

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

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

Attachment

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From and including October 1, 2012, to and including October 31, 2012

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Location
10/08/2012	Blackwell, Tori C	Program Manager II	L	Health Sciences Institute WDCE
10/22/2012	Bonilla, Eusebio	Facilities Materials Spec	G	Facilities Operations - TP/SS
10/22/2012	Branco, Goncagul	Hillman Entrepreneurs Prog Mgr	M	Bus Science Math Tech Dean - GT
10/22/2012	Chin, Kristine A	Administrative Aide II	G	Procurement Office
10/08/2012	Nunez, Jennifer	Health Science Admiss Coord	G	Admission & Enroll Mgt Office
10/08/2012	Wilson, Evelyn D	Instructional Assistant	G	Assessment Center Rockville

STAFF SEPARATIONS

10/11/2012	Azat, Olivia R	Graduation Technician	G	Admission & Enroll Mgt Office
10/29/2012	Bridgewater, Debra E	Safety & Security Officer	E	Facilities Security - TP/SS
10/05/2012	Parsons, Karen D	Analyst-Programmer	L	OIT Application Services

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	1	2	1	1	0	5
Male	1	0	0	0	0	1
TOTAL	2	2	1	1	0	6

STAFF SEPARATIONS: Ethnicity and Gender

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

FACULTY

FACULTY EMPLOYMENTS: None

FACULTY SEPARATIONS: None

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

Resolution Number: **12-12-097**
Adopted on: **12/10/2012**

Agenda Item Number: 8
December 10, 2012

Subject: Recognition of Professor John Hamman

WHEREAS, Professor John Hamman, chair of and faculty member in the department of mathematics, Germantown Campus, has served the College with dedication and distinction since 2006; and

WHEREAS, his skillful, enthusiastic, and innovative teaching, as attested to by his many students, has provided them with solid quantitative reasoning skills and insight to the utility and beauty of mathematics; and

WHEREAS, through his teaching, Professor Hamman has enthused curiosity about and understanding of the real, the complex, and the infinite aspects of mathematics; and

WHEREAS, he has contributed to the education of his students by developing their abilities to navigate in and contribute to an increasingly quantitative and globalized world; and

WHEREAS, Professor Hamman is a passionate advocate and leader for exploring and implementing ideas to help all Montgomery College students to be successful in understanding and applying mathematics; and

WHEREAS, Professor Hamman contributes to the national conversation on mathematics education through his participation and leadership in the Mathematical Association of America; and

WHEREAS, faculty colleagues and College administrators, in recognizing his outstanding ability and dedication to teaching and contributions to the College and the community, supported his nomination as Professor of the Year; and

WHEREAS, the United States Professors of the Year program, sponsored by The Carnegie Foundation for the Advancement of Teaching and the Council for Advancement and Support of Education, is a national program for recognizing excellent undergraduate teaching; and

WHEREAS, the criteria for selection includes extraordinary dedication to undergraduate teaching, demonstrated by excellence and involvement with undergraduate students; scholarly approach to teaching and learning; contribution to undergraduate education in the institution, community, and profession; and support from colleagues, as well as current and former students; and

WHEREAS, Professor Hamman has been named as the 2012 Carnegie Foundation for the Advancement of Teaching Maryland Professor of the Year from a nationally competitive pool of outstanding community college and university educators; and

WHEREAS, the president of the College recommends this public recognition of Professor John Hamman on the occasion of this exemplary award; now therefore be it

Resolved, That the members of the Board of Trustees recognize and commend Professor John Hamman upon being named the 2012 Maryland Professor of the Year; and be it further

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

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

Agenda Item Number: 9
December 10, 2012

**AMENDMENT TO SOLE SOURCE AWARD OF CONTRACT,
COURSE SCHEDULING ASSISTANT SOFTWARE**

BACKGROUND

In 1999, the Maryland Higher Education Commission (MHEC) and the community college presidents collaborated to award a grant for the creation of a web-based system to help individuals and businesses search and locate continuing education offerings at all 16 Maryland community colleges. With the support of the Maryland Association of Community Colleges, several community colleges, including Montgomery College, were granted a license in 2001 for the use of Symplicity Networks, Inc., software CRS-2e000.

In June 2003, the Board of Trustees approved the sole source purchase of the Symplicity Networks' CRS-2e000 web-based course search software in the amount of \$187,680. Subsequently, in June 2006 and 2007, the Board approved amendments to the contract with Symplicity Networks to purchase additional modifications to the course scheduling software modules and development services in order to meet programmatic needs and annual maintenance services. These additional costs totaled \$80,000.

In an effort to improve system processes associated with the existing CRS-2e000 web-based course search software system, the vice president of Workforce Development & Continuing Education (WD&CE) has requested amending the current agreement for additional software development and modifications to the system in order to aid in the creation of a relational database that can produce special reports and course information such as the MHEC CC-10 funding documents, courses/section development at the program level, related web pages for those courses/sections, and website and document design for a total cost of \$70,000. This additional cost raises the total annual cost for programmatic and maintenance services to \$150,000. While the need for system process improvements existed last spring, other competing time sensitive projects such as several building remodeling efforts, and new program initiatives took precedent. Funding for this purchase has been requested in the FY13 WD&CE operating budget. Board approval is required for sole source procurements valued above \$100,000.

PROCUREMENT SUMMARY

<i>Award Type:</i>	Amendment to sole source
<i>Request:</i>	Additional software development and modifications to course scheduling assistant software
<i>Office/SVP Originating Request:</i>	Vice president of Workforce Development & Continuing Education

<i>Year of Original Award:</i>	2003
<i>Years of Additional Amendments:</i>	2006, 2007
<i>Certification of Funds/Budget Request:</i>	Interim vice president of finance/chief financial officer
<i>Certification of Sole Source Justification:</i>	Acting director of procurement
<i>Additional Cost:</i>	\$70,000
<i>New Total Cost:</i>	\$150,000
<i>Vendor Name:</i>	Intelligent Design Systems, LLC (doing business as Symplicity Networks, Inc.)
<i>Vendor City, State:</i>	Washington, DC
<i>Term of Contract:</i>	Annual

RECOMMENDATION

It is recommended that the Board of Trustees approve the amendment of the contract award for development services of the course scheduling assistant software, to Intelligent Design Systems, LLC, (doing business as Symplicity Networks, Inc.), located in Washington, DC, on a sole source basis, for an annual not-to-exceed amount of \$150,000.

BACKUP INFORMATION

Policy 63001–Procurement

SENIOR RESPONSIBLE ADMINISTRATOR

Ms. Jones

RESOURCE PERSONS

Mr. Johnson
Mr. Payne

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

Resolution Number: **12-12-098**
Adopted on: **12/10/2012**

Agenda Item Number: 9
December 10, 2012

Subject: Amendment to Sole Source Award of Contract, Course Scheduling Assistant Software

WHEREAS, in 1999, the Maryland Higher Education Commission (MHEC) and the community college presidents awarded a grant to create a web-based system to assist individuals and businesses search and locate continuing education offerings at the 16 Maryland community colleges; and

WHEREAS, in 2001, the College was granted a license for the use of Symplicity Networks, Inc., software CRS-2e000; and

WHEREAS, in 2003, the Board of Trustees awarded a contract for the purchase of web-based course search software CRS-2e000, to Symplicity Networks, Inc., of Washington, DC, on a sole source basis; and

WHEREAS, in 2006 and 2007, the Board of Trustees approved amendments to the contract with Symplicity Networks, Inc., to purchase additional modifications to the course scheduling software modules and development services in order to meet programmatic needs and annual maintenance services; and

WHEREAS, the vice president of Workforce Development & Continuing Education (WD&CE) has requested amending the current agreement for additional software development and modifications to the system to aid in creating a relational database that produces special reports and course information; and

WHEREAS, the acting director of procurement affirms that the sole source request is justified since the product is not available through any other source; is proprietary; and is currently the only product that will meet the College's needs; and the interim vice president of finance/chief financial officer certifies that funds have been requested and are available in the FY13 WD&CE operating budget; and

WHEREAS, College policy states that the formal bidding process may be dispensed with in the event of a sole source procurement and modifications to contract values; and

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

Resolved, That the Board of Trustees approves the amendment to the contract for the purchase of additional development services of the course scheduling software on a sole source basis to Intelligent Design Solutions (doing business as Symplicity Networks, Inc.), which is located in Washington, DC, for a not-to-exceed amount of \$150,000.

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

Agenda Item Number: 10
December 10, 2012

RETIREMENT OF POLICY 44001–FUNDING OF ATHLETICS AND STUDENT LIFE

BACKGROUND

Montgomery College is committed to sound fiscal management and responsible stewardship. The student life and athletics budgets are supported by the College through the consolidated fee, which is charged and collected at the time of student registration. The amount of the consolidated fee apportioned to student life and athletics is established by the Board of Trustees, upon the recommendation of the president, as part of its action each year on the College's operating budget.

All monies collected through the consolidated fee and expended for student life and athletics are subject to budget review and are thereby subject to oversight by the Board, and implementation by the president or designee. The College has recently undergone a One College reorganization effort aimed at streamlining and consolidating athletics and student life. To that end, the president has designated the senior vice president for student services as the lead administrator responsible for developing and administering student life and athletics budgets.

Our current policy on athletics funding and student life was developed during a time when the College acted as three campuses instead of one college. Now that the College has one athletics program, this policy is no longer relevant, and it is requested that it be retired.

RECOMMENDATION

It is recommended that the Board of Trustees retire Policy 44001–Funding of Athletics and Student Life.

BACKUP INFORMATION

Board Resolution
College Policy 44001–Funding of Athletics and Student Life

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Cain

RESOURCE PERSON

Ms. Wessman

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

Resolution Number: **12-12-099**
Adopted on: **12/10/2012**

Agenda Item Number: 10
December 10, 2012

Subject: Retirement of Policy 44001–Funding of Athletics and Student Life

WHEREAS, Montgomery College is committed to sound fiscal management and responsible stewardship; and

WHEREAS, the student life and athletics budgets are supported by the College through the consolidated fee, which is charged and collected at the time of student registration; and

WHEREAS, all monies collected by the College and expended for student life and athletics are subject to budget review and are thereby subject to oversight by the Board, and implementation by the president or designee; and

WHEREAS, current Policy 44001–Funding of Athletics and Student Life was developed during a time when the College acted as three campuses instead of one college, and is no longer relevant; and

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

Resolved, That effective December 10, 2012, Policy 44001–Funding of Athletics and Student Life is retired.