



**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
October 17, 2016**

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

Resolution Number: **16-10-111**
Adopted on: **10/17/2016**

Agenda Item Number: 6A
October 17, 2016

Subject: Tribute to Mr. Timothy A. Phillips

WHEREAS, Mr. Timothy A. Phillips served Montgomery College as a full-time staff member in the Rockville Campus Facilities Department with enthusiasm and dedication for more than eight years until his untimely death on August 15, 2016, which deeply saddened the College community; and

WHEREAS, Mr. Phillips, affectionately known as “Timmy,” served his entire employment tenure at Montgomery College as a heating and ventilation mechanic for the Montgomery College Rockville Campus Facilities Department; and

WHEREAS, Mr. Phillips utilized his vast experience in heating and ventilation systems and software to serve the Montgomery College Rockville Campus community, creating and facilitating a comfortable, healthy, and safe building environment that supported teaching, learning, and student success; and

WHEREAS, Throughout his career at Montgomery College, Timmy pursued professional development, enhancing his knowledge of heating and ventilation systems and software, as well as customer service; and

WHEREAS, He was an example of dedicated service with the highest level of commitment and professionalism in serving the faculty, staff, and students on the Montgomery College Rockville Campus; and

WHEREAS, His colleagues will miss his professionalism, commitment, and focus on helping everyone accomplish their work at the highest standards of customer service, and equipping the Facilities Department to better serve the campus community; and

WHEREAS, The senior vice president for administrative and fiscal services and the president of the College recommend this posthumous public recognition of Mr. Timothy A. Phillips; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to the family of Mr. Timothy A. Phillips for his 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 Mr. Timothy A. Phillips.

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

Resolution Number: **16-10-112**
Adopted on: **10/17/2016**

Agenda Item Number: 6B
October 17, 2016

Subject: Tribute to Dr. Gail A. Reichert

WHEREAS, Dr. Gail A. Reichert served Montgomery College with enthusiasm and dedication for more than eight years as a full-time staff member until her untimely death on August 21, 2016; and

WHEREAS, Dr. Reichert served as an instructional associate in the Math/Science Center, providing tutoring and other support resources to students on the Rockville Campus; and

WHEREAS, Dr. Reichert served with distinction and was an active member of the Applying Principles and Practices for Effective Learning (APPEL) Corps, a collegewide network of academic support professionals; and

WHEREAS, She was known for her attention to detail, her depth of understanding of all things related to physics and astronomy, her infectious laugh, and remarkable wit; 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 president of the College recommend this posthumous public recognition of Dr. Gail A. Reichert; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to the family of Dr. Gail A. Reichert for her outstanding service to the College and extend to them their 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 Dr. Gail A. Reichert.

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

Agenda Item Number: 8A
October 17, 2016

**AWARD OF CONTRACT,
LANDMARK GATEWAY SIGNAGE,
ROCKVILLE CAMPUS, BID 617-004**

BACKGROUND

Request:	Construction of the landmark gateway signage at the North Campus Drive entrance to the Rockville Campus
Office/SVP Originating Request:	Interim Vice President of Facilities and Security, and Senior Vice President for Administrative and Fiscal Services
Award Type:	Competitive
Bid Number:	617-004
Explanation of Request:	This project is to construct a gateway onto the Rockville Campus at the North Campus Drive entrance off of Frederick Road, route 355. The project is comprised of the same elements which are at the South Campus Drive entrance to the campus, and consists of a LED sign, a changeable banner sign, and large stainless steel letters spelling "Montgomery College," which sit atop a curved stone wall. The entrance onto campus will be further defined by multi-colored brick pavers running the full width across North Campus Drive, but this work will be completed at a later date. The cost estimate for the project by the design architect is \$500,000.
<u>Reason Being Brought to Board:</u>	<u>Board approval is required for bid awards valued over \$250,000.</u>
Certification:	The director of procurement certifies that specifications were developed by appropriate College staff and the vice president of finance/chief finance officer certifies that funds are available in the FY17 capital budget.
Total Dollar Amount:	\$475,000
Vendor Name:	Grunley Mascaro Construction, LLC.
Vendor Address:	15020 Shady Grove Road Rockville, Maryland 20850
Minority Status:	No
Contract Expiration:	One-time purchase

RECOMMENDATION

It is recommended that the Board of Trustees approve an award of contract to Grunley Mascaro Construction, LLC, of Rockville, Maryland, for the North Campus Drive Landmark Gateway Signage project on the Rockville Campus for a total amount of \$475,000.

BACKUP INFORMATION

Board Resolution

Bid Summary (Board Members Only)

Bidders List (Board Members Only)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSONS

Mr. Johnson

Mr. McLean

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

Resolution Number: **16-10-113**
Adopted on: **10/17/2016**

Agenda Item Number: **8A**
October 17, 2016

**Subject: Award of Contract, North Campus Drive Landmark Gateway Signage,
Rockville Campus, Bid 617-004**

WHEREAS, The interim vice president of facilities and security and the senior vice president for administrative and fiscal services are requesting the North Campus Drive landmark gateway signage on the Rockville Campus; and

WHEREAS, The director of procurement certifies that project specifications and drawings were developed by appropriate College staff and consultants; and

WHEREAS, A two-part request for proposal method was used for this project to afford the College the benefits of a best-value solicitation for this project; and

WHEREAS, Pursuant to Md. (Educ.) Ann. Sec. 16-311, a request for proposal, Part A—Contractor Qualifications and Part B—Price Proposals, were publicly advertised on August 11, 2016, in the *Baltimore Sun* and the *Washington Post*, and posted on the Montgomery College procurement website and eMaryland Marketplace; and

WHEREAS, 40 companies downloaded the solicitation from the procurement website; and on August 30, 2016, three responses were received and recorded in the Office of Procurement by 1:00 p.m. local time; and

WHEREAS, After evaluation of Part A—Contractor Qualification proposals, three contractors submitting proposals were deemed qualified to have their Part B Price Proposals opened, and one of the three contractors was deemed disqualified because it did not submit the required signed site visit verification form; and

WHEREAS, Following evaluation of Part B—Price Proposals, it was determined that Grunley Mascaro Construction, LLC, of 15020 Shady Grove Road, Rockville, Maryland, submitted the lowest base bid price of \$475,000 and met all College specifications; and

WHEREAS, Board approval is required for bids valued above \$250,000; and

WHEREAS, The vice president of finance/chief finance officer certifies that funds are available in the FY17 capital budget to enable the College to award the contract as recommended; and

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

Resolved, That the Board of Trustees approve an award of contract to Grunley Mascaro Construction, LLC, of 15020 Shady Grove Road, Rockville, Maryland, for landmark gateway signage on the Rockville Campus for a total amount of \$475,000.

Resolved, That the president is authorized to sign the contract on behalf of the Board of Trustees.

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

Agenda Item Number: 8B.i
October 17, 2016

**ADOPTION OF NEW POLICY 78001—ACQUISITION, SALE, AND DISPOSAL OF COLLEGE
REAL PROPERTY**

General Information

Policy Number:	78001
Contained in Chapter:	Chapter Seven
Policy Title:	Acquisition, Sale, and Disposal of College Real Property
Policy Creation Date:	October 17, 2016

Reason for Policy

The Education Article of the Annotated Code of Maryland authorizes community college boards of trustees to sell, lease, or otherwise dispose of community college assets or property and the authority to execute easements or conveyances. Currently, this authority is noted in College Procedure 78001CP—Easement Procedures, and only speaks to the granting of easements. This new policy creates a College policy that expands the previous scope to include the acquisition, sale, and disposal of all College real property. The reference to easements in 78001CP is also deleted.

Purpose of Each Policy Element

Section	Purpose
I.	Statement of the Board's legal authority according to the Annotated Code of Maryland.
II.	Statement of the Board of Trustees' responsibility and authority to approve by resolution the acquisition, sale, or disposal of any College asset or real property, along with notification requirements.
III.	Presidential authorization to implement procedures.

RECOMMENDATION

It is recommended that the Board of Trustees adopt Policy 78001—Acquisition, Sale, and Disposal of College Real Property.

BACKUP INFORMATION

Resolution
Policy 78001—Acquisition, Sale, and Disposal of College Real Property

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSON

Mr. Dietz

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

Resolution Number: **16-10-114**
Adopted on: **10/17/2016**

Agenda Item Number: **8B.i**
October 17, 2016

Subject: Adoption of New Policy 78001—Acquisition, Sale, and Disposal of College Real Property

WHEREAS, The president has identified the need for a policy to address the acquisition, sale, and disposal of College real property; and

WHEREAS, The issues related to the acquisition, sale, and disposal of College real property have been researched under the direction of the president; and

WHEREAS, A draft policy statement was reviewed by the appropriate College community stakeholders for their feedback; and

WHEREAS, The president recommends that the Board adopt the policy; now therefore be it

Resolved, That Policy 78001—Acquisition, Sale, and Disposal of College Real Property be adopted as indicated in the attachment; and be it further

Resolved, That the president is authorized to implement this policy.

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

Agenda Item Number: 8B.ii
October 17, 2016

MODIFICATION OF POLICY 41003–STUDENT CUMULATIVE RECORDS

General Information

Policy Number:	41003
Contained in Chapter:	Chapter Four
Policy Title:	Student Cumulative Records
Policy Creation Date:	July 15, 1968
Most Recent Modification Date:	September 15, 1975

Changes, Additions, Deletions

Line Number	Purpose
1-4	Added new language regarding confidentiality consistent with other College policies.
12-13	Added language consistent with other College policies authorizing the president to establish procedures to implement the policy.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the modifications to Policy 41003–Student Cumulative Records.

BACKUP INFORMATION

Resolution
Policy 41003–Student Cumulative Records (revised version)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Brown

RESOURCE PERSON

Dr. Gregory

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

Resolution Number: **16-10-115**
Adopted on: **10/17/2016**

Agenda Item Number: 8B.ii
October 17, 2016

Subject: Modification of Policy 41003–Student Cumulative Records

WHEREAS, The Board of Trustees created Policy 41003–Student Cumulative Records in 1968; and

WHEREAS, The policy has served an important purpose in maintaining confidential student information in compliance with applicable federal law; and

WHEREAS, The policy has been reviewed by the appropriate College community stakeholders for their feedback and been updated; and

WHEREAS, The president recommends that the Board adopt the modifications; now therefore be it

Resolved, That Policy 41003–Student Cumulative Records be amended as indicated in the attached draft; and be it further

Resolved, That the president is authorized to implement these changes.

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

Agenda Item Number: 8B.iii
October 17, 2016

MODIFICATION OF POLICY 67001—MAINTENANCE OF UNRESERVED FUND BALANCE

General Information

Policy Number:	67001
Contained in Chapter:	Chapter Six
Policy Title:	Maintenance of Unreserved Fund Balance
Policy Creation Date:	July 9, 2001
Most Recent Modification Date:	July 9, 2001

Changes, Additions, Deletions

Line Number	Purpose
Policy Title	Re-titled the policy to read, “Maintenance of Undesignated Reserve Fund Balance” to be consistent with the language used by the county government.
3	Replaced “unreserved” with “undesignated reserve” to be consistent with the language used by the county government.
12-18	Added a definition for what constitutes a fund balance, consistent with definitions used by the county.
24-31	Modified the language to require “adequate undesignated reserve” fund balances for the four identified funds as required by the county.
33-75	Deleted this detailed language from the policy and moved it to the existing procedure.
77-78	Added language consistent with other College policies authorizing the president to establish procedures to implement the policy.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the modifications to Policy 67001—Maintenance of Unreserved Fund Balance, henceforth known as Policy 67001—Maintenance of Undesignated Reserve Fund Balance.

BACKUP INFORMATION

Resolution

Policy 67001—Maintenance of Unreserved Fund Balance (revised version)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Wormack

RESOURCE PERSON

Ms. Sherman

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

Resolution Number: **16-10-116**
Adopted on: **10/17/2016**

Agenda Item Number: 8B.iii
October 17, 2016

Subject: Modification of Policy 67001–Maintenance of Unreserved Fund Balance

WHEREAS, The Board of Trustees created Policy 67001–Maintenance of Unreserved Fund Balance in 2001; and

WHEREAS, The policy has served an important purpose in maintaining sufficient financial liquidity to meet normal operating and contingency obligations in compliance with County mandates; and

WHEREAS, The policy has been reviewed by the appropriate College community stakeholders for their feedback and been updated; and

WHEREAS, The president recommends that the Board adopt the modifications; now therefore be it

Resolved, That Policy 67001–Maintenance of Unreserved Fund Balance, henceforth known as Policy 67001–Maintenance of Undesignated Reserve Fund Balance, be amended as indicated in the attached draft; and be it further

Resolved, That the president is authorized to implement these changes.

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

Agenda Item Number: 8C
October 17, 2016

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

Dr. Wormack

RESOURCE PERSON

Mr. Roop

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

Resolution Number: **16-10-117**
Adopted on: **10/17/2016**

Agenda Item Number: 8C
October 17, 2016

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, 2016, through August 31, 2016; 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 reports and confirms the actions of the president.

Attachments

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From August 1, 2016, through August 31, 2016

STAFF

STAFF EMPLOYMENTS

Effective

Date	Name	Position Title	Grade	Department
08/22/2016	Aghazadeh, Guiti	Master Tutor	I	Mathematics Dean
08/01/2016	Bailey, Quincy R	Building Services Worker	B	Facilities Operations - RV
08/01/2016	Boose, Donelle R	Instructional Associate	H	Humanities Dean
08/01/2016	Chandler, Benjamin T	Building Services Worker	B	Facilities Operations - RV
08/01/2016	Daniels, Kirk S	Building Services Worker	B	Facilities Operations - RV
08/01/2016	Foster, Terry L	Building Services Worker	B	Facilities Operations - TP/SS
08/08/2016	Kelley, Kimberly B	Vice President & Provost	R	VP/P - Art, Eng, Read & Soc Science
08/15/2016	King, Ann H	Library Assistant	E	Library - Central
08/15/2016	Liverpool, Brian K	Building Services Worker	B	Facilities Operations - RV
08/15/2016	Marshall, Bruce	Building Services Worker	B	Facilities Operations - RV
08/15/2016	Mayfield, Troy	Building Services Worker	B	Facilities Operations - TP/SS
08/15/2016	McKoy, Kenneth	Building Services Worker	B	Facilities Operations - RV
08/29/2016	Mollock, Clarence	Campus Access Svcs Supervisor	H	Library - Central
08/29/2016	Monroe, Antoine S	Building Services Supervisor	H	Facilities Operations - TP/SS
08/01/2016	Nyingwa, Claricia	Building Services Worker	B	Facilities Operations - RV
08/01/2016	Ofori, Emmanuel A	Building Services Worker Lead	D	Facilities Operations - GT
08/15/2016	Oppong, Francis	Building Services Worker	B	Facilities Operations - RV
08/15/2016	Parker, Reginald R	Building Services Worker	B	Facilities Operations - RV
08/15/2016	Patel, Miraben N	Building Services Worker	B	Facilities Operations - GT
08/29/2016	Rodriguez, Andrea D	Academic Coach	K	ACES-Achiev College Excellence & Succ
08/29/2016	Suvorov, Maxim M	Lab Manager	K	Biology and Chemistry Dean
08/29/2016	Tutt, Amy P	Gov. Relations Oper. Director	N	President
08/01/2016	Webb, William L	Building Services Worker Lead	D	Facilities Operations - RV

STAFF SEPARATIONS

Effective

Date	Name	Position Title	YOS	Department
08/31/2016	Brown, Wendy C ¹	Office Associate	12	Facilities Operations - RV
08/12/2016	Carter, Derek A	Director of Athletics	3	College Wide Athletics
08/08/2016	Greeves, Catherine A ¹	Administrative Aide II	30	Social Science Dean
08/08/2016	McIntosh, Amanda J	Adult Re-entry Program Mgr	7	CW Dean Stu Acc-GT Stu Svcs
08/26/2016	Newsome, Cynthia H	Child Care Lead Teacher	7	Child Care - GT
08/03/2016	Ofori, Emmanuel A	Building Svcs Worker Lead	<1	Facilities Operations - GT
08/31/2016	Perez, Jose M	Facilities Service Ctr Supvr	3	Facilities Operations - RV
08/15/2016	Phillips, Timothy A ²	HVAC Mechanic	8	Facilities Operations - RV
08/21/2016	Reichert, Gail A ²	Instructional Associate	8	Math & Science Center
08/31/2016	Roye, James B	Financial Aid Counselor	1	Financial Aid

¹ Retirement

² Deceased

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	3	2	1	1	1	8
Male	1	14	0	0	0	15
TOTAL	4	16	1	1	1	23

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From August 1, 2016, through August 31, 2016

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	4	2	0	0	0	6
Male	1	2	1	0	0	4
TOTAL	5	4	1	0	0	10

FACULTY

FACULTY EMPLOYMENTS

Effective

Date	Name	Position Title	Location
08/13/2016	Beverly, Ronald	Associate Professor	Fine Perform Visual Arts Dean
08/13/2016	Bielefeldt, Sabrina	Instructor	Health Sciences Dean
08/13/2016	Bilal, Arneshua	Associate Professor	Health Sciences Dean
08/13/2016	Choudhary, Lena	Associate Professor	Health Sciences Dean
08/13/2016	Jain, Rashi	Associate Professor	Course Placement Instruct/Cost
08/13/2016	Murray, James T	Assistant Professor	Course Placement Instruct/Cost
08/13/2016	Robinson, Ginger R	Associate Professor	Social Science Dean
08/13/2016	Shihadi, Maurice M	Professor	Bus/Comp Applications Dean
08/13/2016	Torain, David	Professor	Mathematics Dean

FACULTY SEPARATIONS

Effective

Date	Name	Position Title	YOS	Department
08/12/2016	Browne, Errol T	Professor	<1	Humanities Dean
08/12/2016	Fleming, Lila C	Associate Professor	5	Health Sciences Dean
08/12/2016	Ostchega, Mirna L	Professor	16	Health Sciences Dean
08/15/2016	Polm, Jennifer S	Instructor	8	Mathematics Dean
08/12/2016	Shvetsov, Vitaly S	Associate Professor	10	Mathematics Dean

FACULTY EMPLOYMENT: Ethnicity and Gender

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

FACULTY SEPARATIONS: Ethnicity and Gender

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

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

Resolution Number: **16-10-118**
Adopted on: **10/17/2016**

Agenda Item Number: 8D
October 17, 2016

**Subject: Retirement and Award of Emerita Status and Silver Medallion to
Dr. Clarice A. Somersall**

WHEREAS, Dr. Clarice A. Somersall has served Montgomery College with dedication and distinction for more than 27 years and retired from the College as of July 1, 2016; and

WHEREAS, Dr. Somersall began her career at Montgomery College as a full-time faculty member in 1989, and was the first faculty coordinator of the assessment center on the Rockville Campus; was appointed interim dean for Humanities and Social Sciences in 1995 and chair of the Reading, English for Speakers of Other Languages (ESL), Philosophy and Foreign Languages Department in 1996; and was appointed instructional dean for Workforce Development & Continuing Education in 1997, serving until 2003; and

WHEREAS, She was appointed the director of Academic and Student Services in 2003, and was responsible for coordinating the development of the Academic Master Plan, Montgomery College/Montgomery County Public Schools partnerships, and articulation agreements; and was appointed the interim vice president and provost of the Takoma Park Campus from 2004 through 2005 during a time of growth into Silver Spring; and

WHEREAS, Dr. Somersall returned to Central Services as the vice president for learning and academic effectiveness in 2005 to collaborate on the development and implementation of “Learning College” initiatives, of which many, including learning communities, service learning, writing across disciplines, and first year experience, remain as part of the Montgomery College student experience today; and

WHEREAS, She was selected as the interim vice president for academic initiatives and partnerships in 2008; and assumed the responsibilities of special assistant to the senior vice president for academic affairs and student services in 2010, took on the additional responsibilities of interim director of the library in 2011; and co-chaired the management of global outreach initiatives, welcoming international visitors, and establishing university partnerships in China and India; and

WHEREAS, She was appointed as the associate senior vice president for academic affairs in 2014, where she worked collaboratively to address many varied initiatives including Montgomery County Public Schools partnerships, which includes responsibilities for the Kindergarten to College program; dual enrollment and multiple measures; partnerships and agreements with the Universities at Shady Grove and the University System of Maryland, articulation and transfer agreements; the development of the online catalog; the Institute for Part-time Faculty Support; international partnerships and delegation visits to Montgomery College; and

WHEREAS, She developed partnerships with Accenture, Discovery Communications, Montgomery County Corrections Department, Macau College in China, and has been the liaison to the National Association for the Advancement of Colored People (NAACP) Academic

Olympics for 15 years, and the Stand Tall and Reach (STAR) scholarship coordinator for 10 years; and

WHEREAS, She has coordinated the development of new programs including the Hispanic Business Institute with the Hispanic Chamber of Commerce, Rockville Chamber of Commerce and the Montgomery County Department of Business and Economic Development, for which she was recognized by the Hispanic Chamber of Commerce; the Diversity Management Institute; the Health Sciences Institute; Pathways to Success; the Graduate Transition Program; English for Empowerment; and

WHEREAS, She received the 2008 Citizen of the Year Award from the Rockville Chamber of Commerce; and

WHEREAS, She was a leader in the creation of the Montgomery County Collaboration Board, which brought Montgomery College, Montgomery County Public Schools, and business and industry together to address regional employer needs, which became a model for the state; was also a leader in the creation of the county Pre K–20 Council, which mirrored the one at the state-level in order to define a coherent pathway from Montgomery County Public Schools to Montgomery College to the Universities at Shady Grove; and

WHEREAS, She oversaw the Montgomery College/Montgomery County Public Schools/community-based taskforce, Montgomery Coalition for Adult English Literacy (MCAEL) that reviewed the provision of instructional and ancillary services to non-native speakers of English, culminating as Montgomery College being appointed as the county-wide agency responsible for providing and supervising English as a second Language to adults in the county; and

WHEREAS, She was president of the Rockville Chamber of Commerce in 2003 and a member of Rockville Economic Development, Inc. (REDI), and Developmental Education Association of Maryland (DEAM); and

WHEREAS, She has been a sought-after presenter at the national and international level, including the College Board regarding developmental education issues, and venues in China and India relating to partnerships with Montgomery College; 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 or administrator 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 Silver Medallion to recognize distinguished service to the College and the community; and

WHEREAS, The senior vice president for academic affairs and the president of the College recommend this public recognition of Dr. Clarice A. Somersall 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. Clarice A. Somersall 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. Clarice A. Somersall is granted the status of Administrator 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. Clarice A. Somersall is awarded the Silver 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 the Board of Trustees meeting, and a copy of this resolution and the Silver Medallion be presented to Dr. Clarice A. Somersall.

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

Resolution Number: **16-10-119**
Adopted on: **10/17/2016**

Agenda Item Number: 8E.i
October 17, 2016

Subject: Retirement of Ms. Victoria M. Billings

WHEREAS, Ms. Victoria M. Billings served Montgomery College with dedication and distinction for more than fifteen years and retired from the College on July 1, 2016; and

WHEREAS, She served as administrative assistant in the Office of Public Safety on the Takoma Park/Silver Spring Campus of Montgomery College; and

WHEREAS, She performed a variety of duties that included assisting with management of the lost and found program, tracking and monitoring inventory, responding to customer queries, providing back-up for Security Base Operations when necessary, and coordinating parking citation appeals; and

WHEREAS, Ms. Billings attended numerous trainings through Montgomery College MC Learns to ensure efficiency at completing tasks and assisting Public Safety Officers within the unit; and

WHEREAS, She was a well-respected member of the Office of Public Safety and the Takoma Park/Silver Spring community during her tenure at the college; her office management skills and excellent customer service were a great asset to her unit; and

WHEREAS, The senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Victoria M. Billings 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. Victoria M. Billings for her 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. Victoria M. Billings.

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

Resolution Number: **16-10-120**
Adopted on: **10/17/2016**

Agenda Item Number: **8E.ii**
October 17, 2016

Subject: Retirement of Ms. Shanny W. Carroll

WHEREAS, Ms. Shanny W. Carroll served Montgomery College as a full-time staff member for more than 19 years and retired from the College on July 1, 2016; and

WHEREAS, Ms. Carroll began her career at Montgomery College as an administrative aide in the Dean of Student Services and Counseling Center on the Rockville Campus, progressed to senior program assistant in the Information Technology Institute, and later became program coordinator in the Transportation Safety Institute of Workforce Development & Continuing Education; and

WHEREAS, She utilized her expertise and experience at Montgomery College to serve as mediator, board member, and steward for the American Federation of State, County and Municipal Employees (AFSCME), and served on the Middle States Commission Accreditation Review Board for the National Labor College (NLC); and

WHEREAS, Her commitment to students and to the goals of Workforce Development & Continuing Education enriched the College's provision of services, even supporting new program initiatives in the areas of Bicycle and Commercial Driver's License training; and

WHEREAS, Throughout her career at the College she pursued professional development, earned an associate of arts degree in general management from Montgomery College in 2002, a bachelor of arts in union leadership and administration from the George Meany National Labor College in 2008, a master of science in park and recreation resource management from Frostburg State University in 2013, a mediation certification in 2010, and a facilitative leader certificate from the Interaction Institute for Social Change; and

WHEREAS, Ms. Carroll received the AFL-CIO Future Leaders of America Scholarship in 2009, the Nadra Floyd Scholarship in 2007, and from Montgomery College, she received the Outstanding Community Service Award in 2006, graduated from the Leadership Development Institute (LDI) in 2002 and received her Human Resources Certificate in 2002; and

WHEREAS, She fostered among the staff a climate of commitment and interest in utilizing staff voices to improve employee relations and, through her leadership, forged discussions between staff and administration to provide better resources for staff; and

WHEREAS, The senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Shanny W. Carroll 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. Shanny W. Carroll 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. Shanny W. Carroll.

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

Resolution Number: **16-10-121**
Adopted on: **10/17/2016**

Agenda Item Number: **8E.iii**
October 17, 2016

Subject: Retirement of Ms. Elinore H. Diggs

WHEREAS, Ms. Elinore H. Diggs served Montgomery College with enthusiasm and dedication for more than 27 years as a full-time staff member in Auxiliary Services and retired from the College as of July 1, 2016; and

WHEREAS, Ms. Diggs began her employment at Montgomery College as a bookstore clerk on the Germantown Campus, was promoted to senior accounts payable technician, and later became a child care billing manager for all three Campus Center locations; and

WHEREAS, Ms. Diggs processed millions of dollars of invoices for course materials purchased by the bookstore annually at three campus locations with a high level of accuracy while maintaining unwavering customer service to faculty, staff, students, and the community; and

WHEREAS, She successfully maintained over 70 records annually and achieved a high level of service for billing, payments, and late payment collection for all three campus centers; and

WHEREAS, She was passionate in her support of affordable child care services at Montgomery College, and helped numerous student parents throughout the years in accessing child care assistance programs that provided additional resources to pay for monthly services that met their financial needs; and

WHEREAS, Ms. Diggs embraced and demonstrated her appreciation of the value of diversity in the workplace and was passionate and inspirational when she encouraged students to never place limits on the technical knowledge and skills required for specific job tasks; and

WHEREAS, She recognized students for their performance by nominating them for the annual Student Employee Service Excellence Award, and inspired, encouraged, and coached students to help them achieve their dreams and explore the endless possibilities that were lacking in their native countries; and

WHEREAS, Her colleagues will miss her dedication to students and commitment to Auxiliary Services and the College community; and

WHEREAS, The senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Elinore H. Diggs 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. Elinore H. Diggs 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. Elinore H. Diggs.

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

Resolution Number: **16-10-122**
Adopted on: **10/17/2016**

Agenda Item Number: 8E.iv
October 17, 2016

Subject: Retirement of Mr. Michael J. Dunn

WHEREAS, Mr. Michael J. Dunn 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 July 1, 2016; and

WHEREAS, Mr. Dunn began his career at the College in 1998 and served ably and effectively as the safety and security manager on the Germantown Campus; and

WHEREAS, He gave staff opportunities to grow and advance professionally, and helped launch a number of former staff into jobs in law enforcement and fire/rescue; and

WHEREAS, Mr. Dunn was effective in ensuring that members of the College community received training, education, support, and guidance on security and safety matters on a regular basis; and

WHEREAS, He actively pursued professional development opportunities throughout his career by attending management seminars offered by the Center for Professional and Organizational Development (CPOD); and

WHEREAS, His colleagues will miss his dedication to employees, students, and co-workers and his willingness to help anyone who asked for assistance; and

WHEREAS, The senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Mr. Michael J. Dunn 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. Michael J. Dunn 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. Michael J. Dunn.

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

Resolution Number: **16-10-123**
Adopted on: **10/17/2016**

Agenda Item Number: 8E.v
October 17, 2016

Subject: Retirement of Mr. Lee H. France

WHEREAS, Mr. Lee H. France served Montgomery College with enthusiasm and dedication for more than 32 years as a full-time staff member and retired from the College as of July 1, 2016; and

WHEREAS, Mr. France began his employment at Montgomery College as an instructional equipment technician III in the Takoma Park Educational Support Services unit, later progressing to a media equipment coordinator position in the Information Technology unit, then to media resources manager, and in 2015 to a project and planning analyst II position; and

WHEREAS, Mr. France utilized his knowledge and experience both in the Information Technology unit and college wide to assist in planning and implementing technology installations and upgrades in support of instruction; provided oversight for the operation, delivery, and maintenance of campus technology for instructional support; and coordinated the provision of technical support for numerous campus events; and

WHEREAS, Throughout his lengthy career at Montgomery College, he pursued professional development in particular by completing an associate's degree in television broadcasting; attended numerous technical training classes; participated in technology conferences and other events to further his knowledge in support of students and faculty; and was the recipient of two Special Recognition Awards, two Outstanding Service Awards, and numerous letters of appreciation; and

WHEREAS, Mr. France modeled a climate of service and support for technology utilization in the classroom at the campus; was a vocal advocate for campus technology needs; and through his leadership, responsive and outstanding service was provided to the faculty and students at the Takoma Park/Silver Spring Campus; and

WHEREAS, The senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Mr. Lee H. France 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. Lee H. France 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. Lee H. France.

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

Resolution Number: **16-10-124**
Adopted on: **10/17/2016**

Agenda Item Number: 8E.vi
October 17, 2017

Subject: Retirement of Dr. Dan F. Gutwein

WHEREAS, Dr. Dan F. Gutwein served Montgomery College with enthusiasm and dedication for more than 10 years as a full-time staff member and retired from the College as of July 1, 2016; and

WHEREAS, Dr. Gutwein began his career at Montgomery College as an instructional multimedia specialist in the Center for Teaching and Learning and progressed to human resources supervisor and manager in the Center for Professional and Organizational Development; and

WHEREAS, Dr. Gutwein was the primary developer of the Center for Professional and Organizational Development website from 2005 to 2015, and was the main designer of the Professional Development System, which served as the College's online professional development registration and learning history system until 2012; and

WHEREAS, He attended technology conferences, participated in College programs, including MC Management, the Leadership Development Institute, and Crucial Conversations; and

WHEREAS, Dr. Gutwein created a centralized position description and job classification database prototype that is now called the Job Wizard; and

WHEREAS, His leadership was a critical factor in the installation of the Taleo Learn Module and the acquisition and installation of the SkillSoft eLearning Library; and

WHEREAS, the senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Dr. Dan F. Gutwein on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Dr. Dan F. Gutwein 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 Dr. Dan F. Gutwein.

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

Resolution Number: **16-10-125**
Adopted on: **10/17/2016**

Agenda Item Number: 8E.vii
October 17, 2016

Subject: Retirement of Ms. Cathleen B. Kwolek

WHEREAS, Ms. Cathleen B. Kwolek served Montgomery College as a full-time staff member for more than 10 years and retired from the College on June 1, 2016; and

WHEREAS, Ms. Kwolek began her career at Montgomery College in the Response Center as a recruitment and enrollment specialist and later progressed to recruitment and access coordinator in the College Access area; and

WHEREAS, Ms. Kwolek utilized her expertise to serve as the lead Science, Technology, Engineering, and Math unit's point of contact for recruitment, and to organize outreach events and other activities to facilitate student enrollment and ease their transition to college; and

WHEREAS, Her commitment to students enriched the College's enrollment efforts and strategies to help inform them of programs, services, and other resources available to support their completion and transfer, and she helped develop online staff training for the newly developed campus Welcome Centers; and

WHEREAS, She actively served as a resource person for students, teachers, and counselors at Montgomery County Public Schools; and

WHEREAS, Her colleagues will miss her spirit of collaboration and dedication to students; and

WHEREAS, The senior vice president for student affairs and the president of the College recommend this public recognition of Ms. Cathleen B. Kwolek 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. Cathleen B. Kwolek 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. Cathleen B. Kwolek.

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

Resolution Number: **16-10-126**
Adopted on: **10/17/2016**

Agenda Item Number: 8E.viii
October 17, 2016

Subject: Retirement of Dr. Betty J. McLeod

WHEREAS, Dr. Betty J. McLeod served Montgomery College with enthusiasm and dedication for more than seven years as a full-time staff member and retired from the College as of July 1, 2016; and

WHEREAS, She began her employment at Montgomery College as part-time program director for childcare and moved to full-time status as program director of the early childhood education program in Workforce Development & Continuing Education in 2008; and

WHEREAS, Dr. McLeod utilized her vast knowledge and experience to expand the inventory of noncredit early childhood education courses at the College, expanded the program to offer courses and contract training in English and Spanish, and offered courses through the community engagement centers; and

WHEREAS, Throughout her career at Montgomery College, she pursued professional development opportunities by enrolling in seminars related to the National Association for the Education of Young Children, Maryland State Department of Education, and Maryland Higher Education Commission professional standards for early childhood education and, participated in work groups to design relevant course content for students; and

WHEREAS, Dr. McLeod actively participated in College governance, served on the Workforce Development & Continuing Education Council in the College's participatory governance system as secretary and elected council member; and

WHEREAS, Through her leadership, Dr. McLeod administered a Maryland State Department Infant and Toddler training grant, aligned and expanded early childhood education courses with the Maryland State Core of Knowledge credentialing framework requirements, sponsored literacy initiatives including "heads up reading" distance learning project, and the annual children's celebration of literature; and

WHEREAS, Dr. McLeod is known by her colleagues and her students as a dedicated program director, teacher, and talented educator who will be missed in her department; and

WHEREAS, The senior vice president for academic affairs and the president of the College recommend this public recognition of Dr. Betty J. McLeod 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. Betty J. McLeod 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 Dr. Betty J. McLeod.

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

Resolution Number: **16-10-127**
Adopted on: **10/17/2016**

Agenda Item Number: 8E.ix
October 17, 2016

Subject: Retirement of Mr. Richard B. Morrow

WHEREAS, Mr. Richard B. Morrow 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 August 1, 2016; and

WHEREAS, Mr. Morrow began his employment at Montgomery College in 1985 as an analyst programmer, later progressing to the position of computer specialist and then network engineering specialist in the Office of Information Technology; and

WHEREAS, After having earned his master's degree in business administration from Frostburg University, he was promoted to campus information technology manager in support of Workforce Development & Continuing Education; and

WHEREAS, Mr. Morrow utilized his knowledge and experience in the Information Technology unit to plan and implement technology installations and upgrades in support of instruction, provided oversight for the operation, delivery, and maintenance of technology for instructional support, and provided resource support for the Collegewide Curriculum Committee; and

WHEREAS, Throughout his lengthy career at Montgomery College, he participated in the Leadership Development Institute, MC Management programs, governance activities, and attended numerous technical training classes and other events to further his knowledge in support of students and faculty; and

WHEREAS, Mr. Morrow was the recipient of an Outstanding Service Award in 1987 and one in 1990 for exceeding expectations in his work; and

WHEREAS, The senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Richard B. Morrow 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. Richard B. Morrow 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. Richard B. Morrow.

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

Resolution Number: **16-10-128**
Adopted on: **10/17/2016**

Agenda Item Number: 8E.x
October 17, 2016

Subject: Retirement of Ms. Cynthia Y. Orelli

WHEREAS, Ms. Cynthia Y. Orelli served Montgomery College with enthusiasm and dedication for more than five years as a full-time staff member and retired from the College as of July 1, 2016; and

WHEREAS, Ms. Orelli began her employment at Montgomery College as a casual temporary employee in the Office of Central Facilities, was hired full time as an administrative aide II in 2011, was promoted to administrative aide III in 2012 and provided support to the Planning and Design group; and

WHEREAS, Ms. Orelli received two Service Outreach Support awards for "Makes a Positive Difference" in 2012 and "Team Player and Has Fun" in 2013; and

WHEREAS, She successfully completed professional development courses, which enhanced her knowledge of working within a multicultural College environment; and

WHEREAS, Ms. Orelli provided service above and beyond expectations in rescanning all land use documents lost in the technical system failure of the Central Facilities shared drive in which all data were destroyed; and

WHEREAS, Her hard work, outstanding service, dedication, and pleasant demeanor will be greatly missed by the entire staff within the Office of Central Facilities; and

WHEREAS, The senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Cynthia Y. Orelli 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. Cynthia Y. Orelli 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. Cynthia Y. Orelli.

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

Resolution Number: **16-10-129**
Adopted on: **10/17/2016**

Agenda Item Number: 8E.xi
October 17, 2016

Subject: Retirement of Ms. Cynthia E. Persicketti

WHEREAS, Ms. Cynthia E. Persicketti served Montgomery College as a full-time staff member supporting the technology needs of academic programs for more than 15 years and retired on May 1, 2016; and

WHEREAS, Ms. Persicketti began her employment at Montgomery College as an academic network specialist in the Office of Information Technology and was promoted to academic network engineer; and

WHEREAS, She served the students on the Rockville Campus as a member of the InTech team before she became a member of the Workforce Development & Continuing Education Information Technology Services and Support Team in 2015; and

WHEREAS, Ms. Persicketti received the Office of Information Technology Individual Excellence Award for the assistance she provided to the Applied Technologies program on the Rockville Campus; and

WHEREAS, The senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Cynthia E. Persicketti 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. Cynthia E. Persicketti 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. Cynthia E. Persicketti.

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

Resolution Number: **16-10-130**
Adopted on: **10/17/2016**

Agenda Item Number: 8E.xii
October 17, 2016

Subject: Retirement of Mr. Steven R. Preston

WHEREAS, Mr. Steven R. Preston served Montgomery College with enthusiasm and dedication for more than 37 years as a full-time staff member and retired from the College on July 1, 2016; and

WHEREAS, He began his employment at Montgomery College as a security officer I in the Office of Safety and Security on the Germantown Campus, progressed to security officer II safety and security lead, served as acting safety and security supervisor in 1997 and 1998, and later progressed from security officer to locksmith on the Germantown Campus; and

WHEREAS, Mr. Preston utilized his vast experience both in the Office of Safety and Security and in his role as locksmith on the Germantown Campus to ensure a safe academic and working environment for students, faculty, and staff; and

WHEREAS, Mr. Preston was known for his willingness to assist students, faculty, and staff in resolving access, safety, and security issues; and

WHEREAS, Mr. Preston was known for his teamwork and fostered collaborations between the campus locksmith shop and campus users, thereby ensuring a safe and accessible campus; and

WHEREAS, His colleagues will miss his willingness to help anyone in need; and

WHEREAS, The senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Mr. Steven R. Preston 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. Steven R. Preston 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. Steven R. Preston

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

Resolution Number: **16-10-131**
Adopted on: **10/17/2016**

Agenda Item Number: **8E.xiii**
October 17, 2016

Subject: Retirement of Mr. Gilberto A. Silcott

WHEREAS, Mr. Gilberto A. Silcott 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 August 1, 2016; and

WHEREAS, Mr. Silcott began his employment as a general maintenance worker I, later progressing to general maintenance worker II, and finally to grounds maintenance worker lead in the Office of Campus Facilities on the Takoma Park/Silver Spring Campus; and

WHEREAS, Mr. Silcott was recognized as a hardworking and knowledgeable employee, who took great pride in his work, and who set a good example in work attendance for his staff and peers to follow; and

WHEREAS, Mr. Silcott received numerous letters of recognition for his consistent, outstanding performance in maintaining the campus grounds in a picturesque and pristine manner, and he received the department's Employee-of-the-Month Award in July 2006; and

WHEREAS, He was a distinguished employee, exhibited positive behavior and played a significant role in maintaining high morale within the Building and Grounds unit; he contributed to the development of the College and served the students, faculty, and staff with dedication and commitment; and

WHEREAS, Mr. Silcott was a dependable team player and a mentor and trainer to his staff, ensuring the professional appearance and daily upkeep of the Takoma Park/Silver Spring Campus grounds and landscaping; and

WHEREAS, Mr. Silcott was an invaluable asset to the Office of Campus Facilities, and was often praised by faculty and staff for his enthusiasm and outstanding work ethic; and

WHEREAS, The senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Mr. Gilberto A. Silcott 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. Gilberto A. Silcott 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. Gilberto A. Silcott.

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

Resolution Number: **16-10-132**
Adopted on: **10/17/2016**

Agenda Item Number: **8E.xiv**
October 17, 2016

Subject: **Retirement of Ms. Andrea Silvestre**

WHEREAS, Ms. Andrea Silvestre served Montgomery College with enthusiasm and dedication for more than 14 years as a full-time staff member and retired from the College as of, July 1, 2016; and

WHEREAS, Ms. Silvestre began her employment at Montgomery College as a building service worker on the Rockville Campus and provided many years of excellent customer service to Montgomery College that enabled the Facilities Department to fulfill its mission to provide a clean and safe environment to support student learning; and

WHEREAS, Ms. Silvestre has been an outstanding member of the Rockville Campus Facilities Department and has received numerous letters of appreciation and awards that are part of the employee recognition program; and

WHEREAS, Her colleagues will truly miss her collegial spirit and customer service focus in supporting students, faculty and staff; and

WHEREAS, The senior vice president for administrative and fiscal services and the president of the College recommend this public recognition of Ms. Andrea Silvestre 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. Andrea Silvestre 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. Andrea Silvestre.

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

Resolution Number: **16-10-133**
Adopted on: **10/17/2016**

Agenda Item Number: **8E.xv**
October 17, 2016

Subject: **Retirement and Award of Emerita Status to Professor Diana M. Thomas**

WHEREAS, Professor Diana M. Thomas served Montgomery College with enthusiasm and dedication for more than 37 years, beginning in 1978 as an instructional assistant in the Music Department and continuing in 1984 as an instructional assistant in the Language Laboratory before being hired in 1991 as a faculty member in the Department of English as a Second Language (later the American English Language Program), and retired from the College as of July 1, 2016; and

WHEREAS, Professor Thomas served as course coordinator for American English Language I, II, and III courses and was a peer evaluator and mentor for full-time and adjunct faculty in her department; and

WHEREAS, She taught a full array of American English writing and reading courses, including American English Language I, II, and III as well as Reading for Non-Native Speakers I and II; and

WHEREAS, She piloted new grammar and writing texts in her American English writing courses, developed new methods for evaluating student writing at all levels, utilized technology and the Internet to support her students' work, created more effective ways of teaching American English to hearing-impaired students, and established a firm connection between language laboratory requirements and classroom work; and

WHEREAS, Professor Thomas wrote departmental exams for American English I and II, established a MyMC group page for the American English I and II course group, contributed to the high quality of American English language instruction, and researched her students' academic performance in subsequent coursework to increase her own teaching effectiveness; and

WHEREAS, She served as the language laboratory director, as a tutor in the Writing Center, and as a member of the Language Arts Center Advisory Committee, the Language Laboratory Materials Development Committee, and the Supplementary Learning Center Committee; and

WHEREAS, Her professional associations included membership in Washington Area Teachers of English to Students of Other Languages and the Association of Language Laboratory Directors; and

WHEREAS, She gave presentations at local and national English as a second language and modern foreign language conferences and presented on classroom research at a Teachers of English to Speakers of Other Languages conference; and

WHEREAS, Professor Thomas is esteemed by colleagues and students for her sense of humor, for conducting her classes in a respectful atmosphere conducive to learning, for maintaining

clear rapport with students while holding them to high standards, and for contributing substantially to the success of her students, her discipline, and her department; 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 president of the College recommend this public recognition of Professor Diana M. Thomas 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 Diana M. Thomas 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 Diana M. Thomas 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 a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Professor Diana M. Thomas.