

**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
October 16, 2006**

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

Resolution Number: **06-10-112**
Adopted on: 10/16/06

Agenda Item Number: _____
October 16, 2006

Subject: Retirement Recognition and Award of Emerita Status to Dr. So-Fei Wei Fang

WHEREAS, in her capacity as Professor in mathematics, Dr. So-Fei Wei Fang served Montgomery College, Takoma Park/Silver Spring Campus with dedication and distinction for more than 16 years and retired on September 27, 2005; and

WHEREAS, she has contributed personally in many ways to the development of the College and to the academic success of countless students at the Takoma Park/Silver Spring Campus and has served students, faculty, administrators, and staff with dedication and commitment; and

WHEREAS, Dr. Fang has been beloved by her students and colleagues for her student focus, commitment to teaching, patience, and collegiality; and

WHEREAS, Dr. Fang was an active participant in the Center for Teaching and Learning as well as the Asian American Awards; and

WHEREAS, her teaching style was described by colleagues as "joyful, enthusiastic, energetic, and respectful of students"; and

WHEREAS, Dr. Fang contributed to the Developmental Mathematics Committee, the Academic Course Placement Committee, the Collegewide Math Committee and chaired the Calculus Committee to aid those students who have barriers to academic success and gifted students alike; and

WHEREAS, Dr. Fang shared with her colleagues a special expertise in coordinating the Math Competency Exam and exhibited an unquestionable commitment to the scholastic and personal development of students; and

WHEREAS, the Board of Trustees' policy provides that "All faculty members and administrators holding faculty rank who retire with a minimum of ten years' 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 President of the College recommends this public recognition of Dr. So-Fei Fang upon the occasion of her retirement; now therefore be it

Resolved, That Dr. So-Fei Wei Fang 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 the members of the Board of Trustees express their appreciation to

Dr. So-Fei Fang for her valuable contributions and service to the College, and also extend to her best wishes for happy and productive retirement years; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting and a copy be forwarded to Dr. So-Fei Wei Fang.

CRN:abg

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

Agenda Item Number: _____
October 16, 2006

PERSONNEL ACTIONS CONFIRMATION REPORT

BACKGROUND

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

RECOMMENDATION

It is recommended that the Board adopt the attached report.

BACK-UP INFORMATION

Board Resolution
Personnel Actions Confirmation Report

RESOURCE PERSON(S)

Ms. Lawyer
Ms. Bokor

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

Resolution Number: **06-10-113**
Adopted on: 10/16/06

Agenda Item Number: _____
October 16, 2006

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 September 1, 2006, to and including September 30, 2006; and

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

Resolved, that the Board of Trustees accepts the attached report and confirms the action of the President.

Attachments

CRN:abg

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From and Including September 1, 2006, to and Including September 30, 2006

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Location
9/06/06	Askins, Karen J	Instructional Lab Coord	I	Business/Science/Math/Tech GT
9/06/06	Howard, Phillip A	Senior Accountant	K	Finance Office
9/06/06	McManus, Kimberly O	Disability Svcs Coord	J	Student Development DSS RV
9/18/06	Nguyen, Kaylin Y	Admin Aide	F	Arts/Humanities/SocialSciences TP/SS
9/18/06	O'Hare, Joseph J	Job Opportunity Coord	J	Student Development GT
9/06/06	O'Toole, Kathleen	Admin Aide	F	Music RV
9/06/06	Watson, Lawrence	Human Resources Assoc	F	Human Resources Office

STAFF SEPARATIONS

9/28/06	Brown, George W ¹	Warehouse Supervisor	H	Procurement Receiving Store RV
9/20/06	Jefferson, Jerome	Trades Helper	D	Facilities Operations TP/SS
9/29/06	Lewis, Christine ¹	Admin Aide	F	Computer Science RV
9/01/06	Philbrick, Marlene L	Senior Admin Aide	G	VP Academic & Student Svcs
9/29/06	Reis, Karl A	Instructional Asst	H	Applied Technologies RV
9/19/06	Thomas, Lawrence M	Campus Registrar	L	Admissions & Records TP/SS

STAFF EMPLOYMENTS: Ethnicity and Gender

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

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	1	1	0	0	0	2
Male	2	2	0	0	0	4
TOTAL	3	3	0	0	0	6

FACULTY

FACULTY EMPLOYMENTS

Effective Date	Name	Position Title	Location
9/05/06	Gohari, Shahrzad	Associate Professor	Business & Econ RV
9/06/06	Lee, Mary E	Professor	Read/ESL/Foreign Lang/Phil RV
9/05/06	Miller, Karen L	Assistant Professor	Read/ESL/Foreign Lang/Phil RV
9/05/06	Ricks, Beverly A	Associate Professor	English/Lit/Prof Writing RV

FACULTY SEPARATIONS: None

FACULTY EMPLOYMENTS: Ethnicity and Gender

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

¹ Retirement

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

Resolution Number: **06-10-114**
Adopted on: 10/16/06

Agenda Item Number: _____
October 16, 2006

**Subject: Graduates Receiving the Associate Degree and the One-Year Program
Certificate in Summer 2006**

WHEREAS, it is necessary that the Board take action on the list of certified candidates attached herewith; and

WHEREAS, the students of Montgomery Community College, as listed on the attachments, have been certified by the Director of Admissions and Enrollment Management of the College to have completed the prescribed courses and curriculum, met all other requirements of the College, and received the degree or certificate for which he/she qualified; and

WHEREAS, the faculty has recognized the students of Montgomery Community College, as listed on the attachments, as having received their respective Associate Degree or One-Year Program Certificate; and

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

Resolved, That the Board of Trustees recognizes the students of Montgomery Community College, as listed on the attachments, as having received their respective Associate Degree or One-Year Certificate.

Attachments (Trustees only):

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

CRN:abg

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

Agenda Item Number: _____
October 16, 2006

**AWARD OF CONTRACT, ROOF DESIGN AND RELATED SERVICES
TAKOMA PARK/SILVER SPRING AND ROCKVILLE CAMPUSES, BID NO. #607-003**

BACKGROUND

This project provides for engineering design and construction inspection services for roof replacements for the Science North building on the Takoma Park/Silver Spring Campus, the Computer Science building, the Mannakee building, and the Theatre Arts building (Sections A, C, & D) on the Rockville Campus. These buildings are included in the College's on-going roof replacement program funded from the Capital Budget and the work is contingent upon Maryland State Board of Public Works funding approval.

The project was advertised for bid on July 24, 2006, and two proposals were received on August 15, 2006. After review and evaluation of the technical proposals, two firms were determined to be technically qualified and had their price proposals opened. A total of 70 points were possible for the technical proposal evaluation with a minimum of 60 points required for price proposals to be opened. A maximum of 30 points were possible for the lowest price with one percentage point deducted for each percent difference from the lowest price proposal. Price proposals ranged from \$110,000 to \$197,000. The project cost estimate was \$128,000.

The highest evaluated total score was achieved by Advanced Division Seven Services (ADS), Westminster, Maryland, and the firm is recommended for this project as the lowest priced, technically qualified, responsible bidder. References provided were checked and favorable responses were received. Following the Board's action, the contract award will be submitted to the Maryland State Board of Public Works for approval.

RECOMMENDATION

It is recommended that, contingent upon Maryland State Board of Public Works approval, an award of contract for \$110,000 be made to Advanced Division Seven Services, Westminster, Maryland, as the firm with the highest evaluated total score of 97 points and the lowest price proposal for providing the roof design and related services for the replacement of the Science North building on the Takoma Park/Silver Spring Campus and the Computer Science building, the Mannakee building and the Theater Art building (Sections A, C, & D) on the Rockville Campus.

BACK-UP INFORMATION

Board Resolution
Summary of Bids (Trustees only)
Bidders List (Trustees only)

RESOURCE PERSONS

Mr. Capp Mr. Moore Ms. Wormack

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

Resolution Number: **06-10-115**
Adopted on: 10/16/06

Agenda Item Number: _____
October 16, 2006

**Subject: Award of Contract, Roof Design and Related Services,
Takoma Park/Silver Spring and Rockville Campuses, Bid No. 607-003**

WHEREAS, the Chief Facilities Officer has requested a contract for roof replacement design and related services for the Science North building at the Takoma Park/Silver Spring Campus, the Computer Science building, the Mannakee building and the Theater Art building (Sections A, C, & D) on the Rockville Campus; and

WHEREAS, the Director of Procurement certifies that specifications were developed by appropriate College staff; and

WHEREAS, pursuant to Md. (Educ.) Code Ann. Sec. 16-311, invitations to bid were publicly advertised on July 24, 2006, in the *Baltimore Sun and The Washington Examiner* and listed by two reporting agencies and posted on College, County, and State procurement websites; and

WHEREAS, invitations to bid notices were mailed to 14 contractors; 45 contractors received bid documents and two (2) responses were received in the Office of Procurement, and were publicly opened beginning at 3:00 p.m. local time on August 15, 2006; and

WHEREAS, upon evaluation of technical qualifications in accordance with the bid solicitation it was determined that two of the technical proposals achieved a technical score to be eligible for price proposal opening; and

WHEREAS, after opening the price proposals of the two firms deemed technically qualified, the Director of Procurement has determined that the lowest priced, technically qualified bid of \$110,000 submitted by Advanced Division Seven Services (ADS), Westminster, Maryland, meets all College specifications and is therefore the highest evaluated bid; and

WHEREAS, the Chief Business Officer certifies, contingent upon Maryland State Board of Public Works approval, that funds are available in the FY2007 Capital Budget to enable the College to award the contracts as recommended; and

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

Resolved, Contingent upon Maryland State Board of Public Works approval, a contract for providing all necessary supplies, materials, equipment, tools, labor, insurance, and performance for roof replacement design and related services for the Science North building at the Takoma Park/Silver Spring Campus, the Computer Science building, the Mannakee building and the Theater Art building (Sections A, C, & D) on the Rockville Campus, be awarded to Advanced Division Seven Services, Westminster, Maryland, at the firm's base bid price of \$110,000; and be it further

Resolved, That the Board of Trustees respectfully requests of the Maryland State Board of Public Works full State-eligible funding for this contract.

CRN:abg

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

Agenda Item Number: _____
October 16, 2006

FORMAL ACCEPTANCE OF THE STUDENT SERVICES CENTER

BACKGROUND

College Policy requires that following substantial completion of construction and/or beneficial occupancy, the Board of Trustees is to formally accept, by resolution, all new buildings and major building renovations. The Student Services Center is a major construction project and the College took beneficial occupancy of the building on June 5, 2006. The building opened in June and the dedication was held on August 29, 2006. The project architect and construction management consultant signed off on the substantial completion of the building. Final payment will be made to the contractors only when all of the contract requirements have been met.

RECOMMENDATION

It is recommended that the Board of Trustees formally accept the Student Services Center at the Takoma Park/Silver Spring Campus.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSONS

Mr. Capp
Mr. Sorrell

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

Resolution Number: **06-10-116**
Adopted on: 10/16/06

Agenda Item Number: _____
October 16, 2006

Subject: Formal Acceptance of the Student Services Center

WHEREAS, on May 21, 2004, by Board Resolution #04-51 and on June 21, 2004, by Board Resolution #04-76, the Board of Trustees awarded a total of 36 separate construction contracts for \$22,336,337 to various contractors for the construction of the Student Services Center on the Takoma Park/Silver Spring Campus; and

WHEREAS, appropriate College staff and project consultants have inspected this construction project and the College has taken beneficial occupancy of the building; and

WHEREAS, College Policy requires that following substantial completion of construction and/or beneficial occupancy, the Board of Trustees is to formally accept, by resolution, all new buildings and major building renovations; and

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

Resolved, That the Board of Trustees formally accepts the Student Services Center on the Takoma Park/Silver Spring Campus as being substantially complete; and be it further

Resolved, That acceptance of the Student Services Center shall not operate as a waiver of any portion, terms or conditions of the contracts or any contract documents, or of any rights reserved to the College, including any right to recover damages.

CRN:abg

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

Agenda Item Number: _____
October 16, 2006

**PROPOSAL FOR NAMING
THE SARAH SILBERMAN ART GALLERY ON THE ROCKVILLE CAMPUS**

BACKGROUND

At 97, Sarah G. Silberman is the oldest student in Montgomery College's 60-year history. She is a lifelong artist, tracing her progression from early immigrant years to her student years at Pennsylvania Academy of Fine Arts (PAFA) to the Corcoran in D.C. to her studio – adjacent to her residence – in Silver Spring, MD.

In 2004, the art gallery on Montgomery College's Rockville Campus – where Ms. Silberman has taken classes and literally mentored hundreds of students for more than 30 years – hosted its first-ever solo exhibition for a student. It displayed her sculptures and her artwork, which have been created over the course of an entire lifetime. In addition to the passion she has always poured into her own art, Sarah Silberman has also been a longtime supporter of Montgomery College art students. She has quietly and anonymously endowed two scholarships, one in sculpture and one in ceramics. Sarah Silberman is a local treasure and a world class artist who continues to inspire future generations of artists around the world.

Sarah Silberman's legacy inspired some of the College's faculty and staff to team up to write, design, and publish a book about her. That book, The Genius of Sarah Silberman: A Lifetime Student of Sculpture, is a great testament to the life's works of Ms. Silberman – a Silver Spring resident whose artwork incredibly spans a period of more than 75 years. As a tribute to Sarah Silberman's boundless love and appreciation of the arts, the College established **The Sarah Silberman Lifetime Achievement Award in the Arts**. This award will be prominently awarded by the College on appropriate occasions to exemplary artists in perpetuity.

Ms. Silberman recently pledged \$500,000 to renovate and refurbish the Rockville Art Gallery and secure matching display cases, cabinetry, and seating for the adjoining hallways. These cases and cabinets will provide a permanent and secure space to house and display, on a rotating basis, selected artwork from the Sarah Silberman collection along with other student, faculty, and community exhibits in various fine arts forms.

RECOMMENDATION

It is recommended that the Montgomery College Board of Trustees approve the proposed resolution to rename the Montgomery College Rockville Campus Art Gallery located in the Paul Peck Art Building, The Sarah Silberman Art Gallery.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSON(S)

Mr. Sears
Ms. Moore

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

Resolution Number: **06-10-117**
Adopted on: 10/16/06

Agenda Item Number: _____
October 16, 2006

Subject: Proposal for Naming the Sarah Silberman Art Gallery – Rockville Campus

WHEREAS, in accordance to Montgomery College's Policies and Procedures (section 74001), the Board of Trustees shall approve the naming of rooms, areas within and outside of buildings, institutes, centers, and special programs; and

WHEREAS, upon approval by the Board of Trustees, these areas may also be named for individuals, businesses, foundations, or families who have had a significant impact on the College; and

WHEREAS, in carrying out such a policy the Board of Trustees shall take into account the level of contributions of the individual to the College; and

WHEREAS, Sarah G. Silberman is one of the College's most loyal and generous donors with gifts totaling over \$75,000 to endow two scholarships, one in sculpture and one in ceramics; and

WHEREAS, Sarah Silberman is a local treasure and a world class artist who continues to inspire future generations of artists around the world; and

WHEREAS, as a tribute to Sarah Silberman's boundless love and appreciation of the arts, the College established **The Sarah Silberman Lifetime Achievement Award in the Arts**, which will be prominently awarded by the College on appropriate occasions to exemplary artists in perpetuity; and

WHEREAS, Sarah Silberman recently pledged \$500,000 to renovate and refurbish the Rockville Art Gallery and to secure matching display cases, cabinetry, and seating for the adjoining hallways; and

WHEREAS, Sarah Silberman has expressed an interest in naming the art gallery located in the Paul Peck Art Building on the Rockville Campus; and

WHEREAS, the President of the College, the Vice President and Provost of the Rockville Campus, and the Vice President for Institutional Advancement have carefully considered the implications of this request and support this recommendation; now therefore be it

Resolved, That the Board of Trustees approves renaming the Montgomery College Rockville Campus Art Gallery located in the Paul Peck Art Building, The Sarah Silberman Art Gallery, in recognition of Ms. Silberman's generous philanthropic contributions to significantly enrich students' educational opportunities and experiences at Montgomery College.

CRN:abg

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

October 16, 2006
Agenda Item Number ___

ADOPTION OF FY2008 AMENDMENTS TO THE FY2007-2012 CAPITAL BUDGET

BACKGROUND

The proposed FY2008 amendments to the FY2007-2012 Capital Budget were presented and discussed at the October 16 Board of Trustees meeting. The request for FY2008 totals \$98,744,000, and includes cost escalations used by the State in the FY2008 Bond Bill. A copy of the Proposed Capital Budget was distributed to the Board at the October meeting. Attached is a summary table which includes the approved FY2007 request, the original FY08 College request, and the revised FY2008 capital budget request reflective of state cost escalations.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the FY2008 amendments to the FY2007-2012 Capital Budget which requests a total of \$98,744,000 in FY2008 and authorize the transmittal of the budget to the County.

BACK-UP INFORMATION

Board Resolution
FY2008 Capital Budget Summary

RESOURCE PERSON(S)

Mr. Capp

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

Resolution Number: **06-10-118**
Adopted on: 10/16/06

Agenda Item Number: _____
October 16, 2006

Subject: Adoption of the FY2008 Amendments to the FY2007-2012 Capital Budget

WHEREAS, on the basis of the College's Facilities Master Plan and future enrollment projections, the Proposed FY2008 Amendments to the FY2007-2012 Capital Budget have been developed by appropriate College personnel; and

WHEREAS, the Proposed FY2008 Amendments to the FY2007-2012 Capital Budget must be transmitted to the Montgomery County Government for inclusion in the County Executive's recommended Capital Improvements Program; and

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

Resolved, That the Board of Trustees adopt the Proposed FY2008 Amendments to the FY2007-2012 Capital Budget and authorize the President of the College to transmit the Project Description Forms to the County Executive for review and recommendation to the Montgomery County Council.