

**MONTGOMERY COLLEGE
BOARD OF TRUSTEES**

**RECORD OF RESOLUTIONS
November 20, 2006**

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**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Rockville, Maryland

Resolution Number: **06-11-119**

Adopted on: 11/20/06

Agenda Item Number: _____

November 20, 2006

Subject: Retirement Recognition and Award of Professor Emeritus Status to Dr. Vincent McManaman

WHEREAS, Dr. Vincent McManaman has served Montgomery College with dedication and distinction for 20 years and retired from the College as of September 1, 2006; and

WHEREAS, he has been an excellent teacher having distinguished himself in the classroom, teaching and mentoring a large number of students in physics, engineering, and mathematics on the Germantown Campus; and

WHEREAS, due to his knowledge of and engaging approach to physics instruction, students have sought him out to teach them all levels of physics; from technical physics to physics for the engineer; and

WHEREAS, Dr. McManaman provided four years of leadership as the Engineering and Physical Science Department Chair, leading a multidisciplined department; and

WHEREAS, Dr. McManaman served as the coordinator for physics, engineering, and electromechanical areas for much of his tenure at the College; and

WHEREAS, his contributions to the discipline have included serving as the Germantown faculty representative for the Physics Academic Area Review and on the committee to develop the Teacher Education Transfer Program A.A.T. in Physics; and

WHEREAS, Dr. McManaman was a faculty advisor to the Global Awareness Club in 2000-2001; and

WHEREAS, Dr. McManaman was also active in the local community, making multiple presentations to the Montgomery County Public Schools through the Connections Resource Bank; and

WHEREAS, Dr. McManaman will be especially missed for his dedication to the physics and engineering disciplines; 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 of service with Montgomery College shall be designated faculty emeritus(a) with appropriate rank or title, subject to the approval of the Board of Trustees"; and

WHEREAS, the President of the College recommends this public recognition of Dr. McManaman 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. Vincent McManaman for his contributions and 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 Dr. Vincent McManaman is granted the status of Professor Emeritus, and that he be awarded 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 Dr. Vincent McManaman.

CRN:abg

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

Resolution Number: **06-11-120**
Adopted on: 11/20/06

Agenda Item Number: _____
November 20, 2006

Subject: Award of Bronze Medallion and Recognition of Retirement of Mr. John E. Softy

WHEREAS, Mr. John E. Softy has served Montgomery College with dedication and distinction for 35 years and retired from the College as of June 30, 2006; and

WHEREAS, Mr. Softy contributed significantly throughout the years as the Rockville Campus Pool Manager (1971 – 1977), Rockville Chemistry Department Senior Instructional Laboratory Coordinator (1978 – 1984), College Hazardous Waste Coordinator, College Safety Specialist, College Occupational Health and Safety Specialist, and College Environmental Safety Coordinator (1984 – 2006); and

WHEREAS, in all positions he served the faculty, staff, and students of the College in an exemplary manner ensuring that the academic objectives of the College were met in a safe manner; and

WHEREAS, Mr. Softy's commitment to his work is evidenced in the manner in which he carried out his duties, as reflected in his overall outstanding performance evaluations; and

WHEREAS, Mr. Softy developed and implemented a number of the College's first processes and procedures for inventorying, tracking, and legally and safely disposing of hazardous materials; and

WHEREAS, his technical and legal knowledge, attention to detail, dedication, and conscientious work habits enabled the College to properly handle, manage, and dispose of hazardous waste over the past 21 years without violation or serious injury; and

WHEREAS, his countless hours of safety instruction to faculty, staff, and students were instrumental in raising awareness of hazardous material and occupational safety, thus ensuring a safe environment for teaching, learning, working, and relaxing; and

WHEREAS, he participated in numerous County and College committees concerning environmental and occupational safety practices and procedures; and

WHEREAS, he was invited to sit on a panel established by the National Science Foundation to develop safe practices in science laboratories; and

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

WHEREAS, the Chief Facilities Officer, the Executive Vice President for Administrative and Fiscal Services, and the President of the College recommend this public recognition of Mr. John E. Softy 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. John Softy for his valuable contributions and service to the College and also extend to him their best wishes for many happy and productive retirement years; and be it further

Resolved, That Mr. John Softy is awarded the Bronze Medallion in recognition of his distinguished service and as an expression of gratitude by the College for his exceptional dedication and professional commitment to further the goals of the College; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution and the Bronze Medallion be presented to Mr. John E. Softy.

CRN:abg

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

Resolution Number: **06-11-121**
Adopted on: 11/20/06

Agenda Item Number: _____
November 20, 2006

Subject: Award of Silver Medallion and Emerita Status to Dr. Diane Daniel

WHEREAS, Dr. Diane Daniel has served Montgomery College and its students with dedication and distinction for 28 years and retired from the College as of August 1, 2006; and

WHEREAS, Dr. Daniel has been an excellent teacher having distinguished herself in the classroom, teaching and mentoring more than 7000 students in psychology on the Germantown Campus; and

WHEREAS, her evaluations by peers, students, and administrators have been excellent; and

WHEREAS, due to her knowledge of and compassionate approach to instruction, students have sought her out to teach them psychology, including general psychology, developmental psychology, the psychology of women, the psychology of human sexuality, and women's studies; and

WHEREAS, Dr. Daniel provided leadership as the Chair of the Psychology Department from 1978 until 2001; and

WHEREAS, Dr. Daniel served as the Germantown Millennium Scholars Honors Program coordinator and aggressively sought scholarships for Millennium Scholars students; and

WHEREAS, Dr. Daniel was instrumental in the development of the Millennium Scholars Honors Program at Germantown and ensured its survival by recruiting Germantown's best and brightest students to participate in the program, teaching the Psychology-Literature dyad, and accompanying students in the summer study/travel abroad program at Cambridge; and

WHEREAS, Dr. Daniel served as the Germantown Women's Studies coordinator, was a member of the collegewide steering committee, and was involved in the Women's Studies program since its beginning; and

WHEREAS, during her 28 years at the College, Dr. Daniel has served on many collegewide committees including the Academic Appeals Committee, subcommittee on Educational Effectiveness, Adjunct Faculty Issues Committee, Millennium Scholars Planning Committee, and chair of the Committee to Integrate Women into the Curriculum; and

WHEREAS, Dr. Daniel participated in College governance as a founding member and Vice President of the Faculty Congress, member and chair of the Germantown Campus Faculty Council, and Vice President of the Germantown American Association of University Professors (AAUP) Chapter and Science/Math liaison to AAUP; and

WHEREAS, Dr. Daniel was a participant and later moderator of the Critical Literacy Program whose initiatives helped to broaden the focus of the Center for Teaching and Learning; and

WHEREAS, Dr. Daniel has supported the development of students through co-curricular activities by creating the Psychology Club and Students Against Drunk Driving on the Germantown Campus, and advising the campus chapter of the Phi Theta Kappa Honor Society; and

WHEREAS, Dr. Daniel was awarded professional development sabbatical leave in spring 2004 to identify psychological topics suitable for rich interdisciplinary connections; to acquire knowledge from other disciplines that illuminate each topic; to create instructional modules that demonstrate interconnections between a psychological topic; and to design assignments that help students discover further interconnections; and

WHEREAS, every aspect of Dr. Daniel's work reflected her fundamental philosophical belief of broadening access to as many people as possible; and

WHEREAS, at the heart of her work is the guiding question, "How can I best meet the needs of students and help them fulfill their potential?"; and

WHEREAS, Dr. Daniel established a committee to address concerns of adjunct faculty at the Germantown Campus; 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 of service with Montgomery College shall be designated faculty emeritus(a) with appropriate rank or title, subject to the approval of the Board of Trustees"; and

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

WHEREAS, for these reasons, the Instructional Dean of the Humanities, Social Sciences and Education division, the Germantown Campus Vice President and Provost, the Executive Vice President for Academic and Student Services, and the President of the College recommend that Dr. Daniel be awarded the Silver Medallion as acknowledgement of her contributions to the College and its students 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. Diane Daniel for her many contributions to the College; and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Dr. Diane Daniel is awarded the Silver Medallion in recognition of her outstanding service to the College, and as an expression of gratitude of the College for her exemplary dedication and professional commitment to further the goals of the College; and be it further

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

Resolved, That this resolution become a part of the Minutes of this Board of Trustees meeting and a copy of this resolution and the Silver Medallion be presented to Dr. Diane Daniel.

CRN:abg

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

Resolution Number: **06-11-122**
Adopted on: 11/20/06

Agenda Item Number: _____
November 20, 2006

Subject: Award of Silver Medallion and Emeritus Status to Dr. W. Robert Coley

WHEREAS, Dr. W. Robert Coley has served Montgomery College and its students with dedication and distinction for 32 years and retired from the College as of July 1, 2006; and

WHEREAS, he has been an excellent teacher having distinguished himself in the classroom, teaching and mentoring a large number of students in chemistry on both the Rockville and Germantown Campuses; and

WHEREAS, his evaluations by peers, students, and administrators have been outstanding; and

WHEREAS, due to his knowledge of and passionate approach to chemistry instruction, students have sought him out to teach them chemistry, including Introductory College Chemistry, Principles of Chemistry, Chemistry and Society, and Organic Chemistry; and

WHEREAS, Dr. Coley was a founding member of the Germantown Campus in 1978 and developed its chemistry discipline and facilities and served as the discipline coordinator for 19 years; and

WHEREAS, Dr. Coley has provided four years of innovative leadership as the Natural Sciences Department Chair, leading this multidisciplined department responsibly, effectively, and compassionately; and

WHEREAS, Dr. Coley has been dedicated to student success, volunteering many hours in the Science Learning Center, holding review sessions for students, creating video tapes for organic students, and sponsoring the Chemistry Club; and

WHEREAS, he developed the CH101R Review Module for Principles of Chemistry to help students with weak prerequisite skills in CH101; and

WHEREAS, Dr. Coley served on the General Education Committee and acted as its Chair during a time of major revisions to the College's requirements; and

WHEREAS, Dr. Coley served on the Millennium Scholars Advisory Committee, developed and taught its first science dyad, and participated in the summer study/travel abroad program at Cambridge; and

WHEREAS, during his 32 years at the College, Dr. Coley has served on other numerous collegewide committees and in numerous leadership positions including Faculty Congress, Academic Assembly, College Curriculum Committee, College Overview Middle States Self-Study Team, Sabbatical Leave (Chair) Committee, Faculty Outstanding Awards Committee, and Enrollment Management Committee; and

WHEREAS, Dr. Coley has served on numerous Germantown Campus committees including two terms on the Faculty Council (Chair) and three terms on the Campus Curriculum Committee (Chair); and

WHEREAS, Dr. Coley co-chaired the Germantown 25th Anniversary Committee; and

WHEREAS, Dr. Coley served on numerous faculty selection committees, as well as on search committees for various staff and administrators; and

WHEREAS, Dr. Coley has served the American Association of University Professors (AAUP) in numerous committees and leadership positions, including chairing the AAUP/Administration joint committees on sabbatical leave and faculty contracts; and

WHEREAS, for 25 years Dr. Coley was the originator and organizer of the annual Spectrum Lectures Series at Germantown, a series of science lectures open to the community; and

WHEREAS, for three years Dr. Coley re-created and organized the *Fridays at Two* series at Germantown; and

WHEREAS, Dr. Coley was a Smithsonian Associate and a participant in the College's Women's Studies Institute; and

WHEREAS, Dr. Coley actively and with a great deal of passion participated fully in the life of the College community, caring for and valuing all members; and

WHEREAS, Dr. Coley made numerous presentations to local community groups on "Energy Resources in the United States" through the College's Speakers Bureau; and

WHEREAS, Dr. Coley served the youth in the community as an instructor in the Saturday Discovery Programs and as a judge for Montgomery County Science Fairs; and

WHEREAS, Dr. Coley was active for many years in the development of American Chemical Society national examinations for organic chemistry which are used in colleges and universities throughout the country; and

WHEREAS, in 1998 Dr. Coley received an Outstanding Faculty Service Award recognizing his exemplary efforts for students, the campus, and the College; and

WHEREAS, Dr. Coley is a two-time recipient of the Excellence Award from the National Institute for Staff and Organizational Development; and

WHEREAS, the following quote from one of his colleagues best describes Dr. Coley: "In my years of teaching I've been fortunate in having many gifted and dedicated colleagues as mentors and role models, yet no one has so consistently impressed, inspired, and motivated me as has Dr. Coley;" and

WHEREAS, Dr. Coley is held in high esteem by supervisors, staff, peers, and students and has distinguished himself as an accomplished, fair-minded, concerned, and dedicated instructor and colleague; and

WHEREAS, Dr. Coley has provided truly outstanding service and has consistently performed in a category above all others; 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 of service with Montgomery College shall be designated faculty emeritus(a) with appropriate rank or title, subject to the approval of the Board of Trustees"; and

WHEREAS, College policy provides for awarding a Silver Medallion to recognize outstanding service to the College; and

WHEREAS, for these reasons, the Instructional Dean of the Business, Science, Mathematics, and Technology Division recommends Dr. Coley be awarded the Silver Medallion as acknowledgement of his contributions to the College and its students; now therefore be it

Resolved, That the Members of the Board of Trustees express their sincere appreciation to Dr. W. Robert Coley for his many contributions to the College; and extend to him their best wishes that his retirement years be fulfilling and productive; and be it further

Resolved, That Dr. W. Robert Coley is awarded the Silver Medallion in recognition of his outstanding service to the College, and as an expression of gratitude of the College for his exemplary dedication and professional commitment to further the goals of the College; and be it further

Resolved, That Dr. W. Robert Coley is granted the status of Professor Emeritus, and that he be awarded 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 and the Silver Medallion be presented to Dr. W. Robert Coley.

CRN:abg

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

Resolution Number: **06-11-123**
Adopted on: 11/20/06

Agenda Item Number: _____
November 20, 2006

Subject: Award of Silver Medallion and Emeritus Status to Professor Thomas S. Price

WHEREAS, Professor Thomas S. Price served Montgomery College with dedication and distinction for nearly 36 years and retired from the College as of July 1, 2006; and

WHEREAS, he initiated Career Centers at all three campuses starting with Rockville in the 1970's; and

WHEREAS, he supervised the Career Center at the Germantown Campus from 1978 to 1988; and

WHEREAS, Professor Price was Dean of Students, Germantown Campus; Instructional Dean, Germantown Campus; and Counselor, Germantown, Rockville, and Takoma Park Campuses; and

WHEREAS, he created a "Weekend College" in the 1990's at the Germantown Campus and chaired a steering committee in 2005 that recommended a G O A L (Germantown Options for Adult Learners) Program; and

WHEREAS, he returned to counseling in 1998 with a goal of incorporating the use of computer technology to facilitate the counseling/advising process; and

WHEREAS, Professor Price developed a prototype for the University of Maryland ARTSYS System, whereby transfer information was entered on a computer so that students would have up-to-date information; and

WHEREAS, he developed one of the first distance learning courses in student development; and

WHEREAS, he provided advice and guidance to area high school faculty, counselors, and principals on ways to assess and remediate students before they attend college; and

WHEREAS, he provided advice and a listening ear to faculty on classroom management; and

WHEREAS, he provided quality career and academic information to students, from a career booklet of Takoma Park Career programs to a Career Program website in 2000; and

WHEREAS, Professor Price was a Center for Teaching and Learning Fellow 2000-2001; and
WHEREAS, he tutored faculty and staff on the use of FrontPage, PowerPoint, and web design; and

WHEREAS, Professor Price has received an Outstanding Faculty Service Award and the Excellence Award from the National Institute for Staff and Organizational Development; and

WHEREAS, he planned the Germantown “Bridge Program” for transitioning Montgomery County Public Schools students; and

WHEREAS, he created the first student development website and was the student services representative to MyMC; and

WHEREAS, he created the Advising Notes Website; and

WHEREAS, he did presentations at local and national conferences for professional organizations such as “Best Practices” in Maryland, National Academic Advising Association, and League for Innovation in Community Colleges; and

WHEREAS, Professor Price chaired a collegewide effort to improve the student intake process and many of the recommendations of the committee are in effect today; and

WHEREAS, he has demonstrated excellence in multiple roles at Montgomery College – teacher, mentor, counselor, dean, and colleague; and

WHEREAS, Professor Price exemplifies the College’s mission which reads, “Our spirit is renewed through enthusiasm, celebration, a sense of humor and fun”; 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 of service with Montgomery College shall be designated faculty emeritus(a) with appropriate rank or title, subject to the approval of the Board of Trustees”; and

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

WHEREAS, the Germantown Campus Student Development Dean, the Germantown Campus Vice President and Provost, the Executive Vice President for Academic and Student Services, and the President of the College recommend this public recognition of Professor Price on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Thomas S. Price for his contributions and service to the College, and extend to him their best wishes that his retirement years be fulfilling and productive; and be it further

Resolved, That Professor Thomas S. Price is awarded the Silver Medallion in recognition of his outstanding service to the College, and as an expression of gratitude of the College for his exemplary dedication and professional commitment to further the goals of the College; and be it further

Resolved, That Professor Thomas S. Price is granted the status of Professor Emeritus, and that he be awarded 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 and the Silver Medallion be presented to Professor Thomas S. Price.

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

Resolution Number: **06-11-124**
Adopted on: 11/20/06

Agenda Item Number: _____
November 20, 2006

Subject: Award of Silver Medallion and Emeritus Status to Professor David Kieffer

WHEREAS, Professor David Kieffer has served Montgomery College and its students with dedication and distinction for nearly 34 years and retired from the College as of July 1, 2006; and

WHEREAS, Professor Kieffer has been an excellent teacher having distinguished himself in the classroom, teaching and mentoring a large number of students in biology on both the Rockville and Germantown Campuses; and

WHEREAS, his evaluations by peers, students, and administrators have been excellent; and

WHEREAS, due to his knowledge of and passionate approach to instruction, students have sought him out to teach them biology, including general biology, anatomy and physiology, environmental biology, and ecology; and

WHEREAS, Professor Kieffer provided four years of innovative leadership as the Natural Sciences Department Chair at Germantown; and

WHEREAS, As a consensus builder, he represented this multi-disciplined department responsibly, effectively, and compassionately; and

WHEREAS, Professor Kieffer served as the first Chair of Chairs Plus at Germantown; and

WHEREAS, Professor Kieffer served his discipline in many roles including as the Biology Discipline Coordinator, the advisor for the Medical Careers Club, a leader in establishing the Science Learning Center, and a creator of the BI 208 Ecology course; and

WHEREAS, Professor Kieffer served as the Germantown Honor's coordinator and the Collegewide Honors Coordinator; and

WHEREAS, Professor Kieffer served on the Millennium Scholars Advisory Committee, taught its first science dyad, and participated with students in the summer study/travel abroad program at Cambridge; and

WHEREAS, Professor Kieffer served on College governing committees including the Academic Assembly and the Collegewide Curriculum Committee; and

WHEREAS, Professor Kieffer served on Germantown governing committees including the Faculty Council (and as Chair) and the Campus Curriculum Committee; and

WHEREAS, during his 34 years at the College, Professor Kieffer has served on many collegewide committees including the Campus Center Committee, the Coordinator ESH Committee, the Council for the 21st Century Task Force; and

WHEREAS, Professor Kieffer was a leader in the College's Community Conversation programs; and

WHEREAS, Professor Kieffer, charter member of the American Association of University Professors (AAUP) Montgomery College Chapter since 1982, has served the AAUP in numerous committees and leadership positions, including Germantown Vice President, Contract Negotiating Team Member (three times), and Campus Ombudsman for six years; and

WHEREAS, Professor Kieffer served on numerous faculty selection committees, as well as on an Instructional Dean search committee; and

WHEREAS, Professor Kieffer actively and with a great deal of passion participated fully in the life of the College community, caring for and valuing all members; and

WHEREAS, in 2002 Professor Kieffer received an Outstanding Faculty Service Award recognizing his exemplary efforts for students, the campus, and the College; and

WHEREAS, Professor Kieffer is held in high esteem by supervisors, staff, peers, and students and has distinguished himself as an accomplished, concerned, and dedicated instructor and colleague; and

WHEREAS, Professor Kieffer has provided truly outstanding service and has consistently performed in a category above all others; 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 of service with Montgomery College shall be designated faculty emeritus(a) with appropriate rank or title, subject to the approval of the Board of Trustees"; and

WHEREAS, College policy provides for awarding a Silver Medallion to recognize outstanding service to the College; and

WHEREAS, for these reasons, the Instructional Dean of the Business, Science, Mathematics, and Technology Division recommends Professor Kieffer be awarded the Silver Medallion as acknowledgement of his contributions to the College and its students; now therefore be it

Resolved, That the Members of the Board of Trustees express their sincere appreciation to Professor David Kieffer for his many contributions to the College; and extend to him their best wishes that his retirement years be fulfilling and productive; and be it further

Resolved, That Professor David Kieffer is awarded the Silver Medallion in recognition of his outstanding service to the College, and as an expression of gratitude of the College for his exemplary dedication and professional commitment to further the goals of the College; and be it further

Resolved, That Professor David Kieffer is granted the status of Professor Emeritus, and that he be awarded 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 and the Silver Medallion be presented to Professor David Kieffer.

CRN:abg

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

Agenda Item Number: _____
November 20, 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: **06-11-125**
Adopted on: 11/20/06

Agenda Item Number: _____
November 20, 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 October 1, 2006, to and including October 31, 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 October 1, 2006, to and Including October 31, 2006

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Location
10/30/06	Botelho, Michael J	Acad Network Supr	K	Academic Computing Team
10/30/06	Jones, Stacey S	Customer Serv Asst	F	WD & CE
10/02/06	Mills-Humphress, Deonna L	Human Resources Associate	G	Human Resources Office
10/02/06	N'Gambwa, Kitenge	Learning Center Director	K	Writing Center RV IT Learning Center Library
10/16/06	Quach, Chi N	Library Assistant/PT	F	RV
10/30/06	Salas, Brenda A	Wellness Coord	G	Human Resources Office
10/16/06	Thomas, Raymond W	Gen Maintenance Wkr	C	Facilities Operations - RV

STAFF SEPARATIONS

10/13/06	Cherry, Glenn A	Blg Service Worker	A	Facilities Maintenance TP/SS
10/13/06	Cosgrove, Laura R	Student Info Systems Mgr	L	Admissions & Records RV
10/27/06	James, Dawn M	Senior Admin Aide	G	Institutional Advancement Inst Adv Media/Pub Relations
10/13/06	Marcogliese, Marie E	Marketing Director Manager of Tech Training & Res	L	
10/06/06	Moore, Reggie		M	Human Resources Office Facilities Maintenance
10/13/06	Spivey, Lester J	Blg Service Worker Lead	D	TP/SS
10/27/06	Thomas, Timothy I	Blg Service Worker	A	Facilities Maintenance GT

STAFF EMPLOYMENTS: Ethnicity and Gender

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

STAFF SEPARATIONS: Ethnicity and Gender

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

FACULTY

FACULTY EMPLOYMENTS: None

FACULTY SEPARATIONS: None

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

Agenda Item Number: _____
November 20, 2006

NATIONAL AWARENESS MONTH CELEBRATIONS 2007

BACKGROUND

The Office of the President of the United States has designated and proclaimed several months throughout the year as national awareness months to recognize and celebrate America's diversity. The national awareness months specifically provide an opportunity to honor women; individuals with a disability; Americans of African heritage, Asian Pacific heritage, Hispanic/Latino heritage, and Native American heritage; and to celebrate their contributions to the world. Montgomery College is a multi-ethnic, multi-cultural, and international learning community that supports activities to foster an academic environment and campus community that acknowledges and celebrates the contributions of its diverse constituents. The designated national awareness months are opportunities to acknowledge and celebrate the world contributions of our diverse students, faculty, and staff.

RECOMMENDATION

It is recommended that the Board of Trustees support Montgomery College's activities in commemoration of national awareness months and the nation's diversity, and continue to encourage members of the College community to participate in campus and community activities. The Board is respectfully asked to adopt the attached resolution.

BACK-UP INFORMATION

Board Resolution

RESOURCE PERSONS

Mr. Wilson
Ms. Scott
Dr. Shartle-Galotto
Dr. Ackerman
Dr. Pinkney
Dr. Stewart

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

Resolution Number: **06-11-126**
Adopted on: 11/20/06

Agenda Item Number: _____
November 20, 2006

Subject: National Awareness Month Celebrations 2007

WHEREAS, The Office of the President of the United States has designated and proclaimed several days and months throughout the year for national awareness to recognize and celebrate America's ethnic diversity and cultural heritages; and

WHEREAS, The designated national awareness days and months specifically provide an opportunity to honor women; individuals with a disability; Americans of African heritage, Asian Pacific heritage, Hispanic/Latino heritage, and Native American heritage; and to celebrate their contributions to the world; and

WHEREAS, Montgomery College is a multi-ethnic, multi-cultural, and international learning community that supports activities to foster an academic environment and campus community responsive to the needs of its diverse constituents; and

WHEREAS, Montgomery College supports activities that acknowledge and celebrate the world contributions of its diverse students, faculty, staff, and members of surrounding communities; and

WHEREAS, the Vice Presidents and Provosts shall establish campus-based committees to plan activities in commemoration of national awareness month celebrations; and

WHEREAS, the College will plan various events and host speakers for national awareness month celebrations; and

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

Resolved, That the Board of Trustees hereby endorses national awareness month celebrations; and be it further

Resolved, That the Board of Trustees hereby supports the work of the College through campus-based committees, Center for Teaching and Learning, Disability Support Services, International Education Programs, Office of Equity and Diversity, Paul Peck Humanities Institute, Women's Studies, and other College departments in planning activities for national awareness month celebrations; and be it further

Resolved, That the Board of Trustees hereby encourages all members of the Montgomery College community to participate in observances of national awareness months by attending programs, ceremonies, and activities.

CRN:abg

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

Agenda Item Number: _____
November 20, 2006

**AWARD OF CONTRACT
ARCHITECTURAL & ENGINEERING SERVICES
GERMANTOWN CAMPUS BIOSCIENCE EDUCATION CENTER & ACCESS ROAD**

BACKGROUND

This contract award provides for architectural and engineering services for the new Bioscience Education Center and a new access road at the Germantown Campus. The Bioscience Education Center project is a new academic/teaching science laboratory building to house the biology, biotechnology, and chemistry programs, as well as provide a significant College meeting facility that will also support the up-county business community. The access road project is a closely related undertaking that extends Observation Drive south from the Bioscience Education Center hilltop site to Middlebrook Road.

A request for proposal for architectural and engineering services was advertised on June 28, 2006. The College had 219 inquiries from interested architectural and engineering firms and, on July 31, 2006, 14 proposals were received. In accordance with the College's qualification-based selection process for consultant services, a selection committee comprised of Rockville Campus administration and faculty representatives, and Facilities and Procurement staff completed a thorough review and evaluation of all proposal submissions and short-listed six (6) highly qualified firms for interviews. Based on the interviews and final evaluation of each short-listed firm's qualifications, the selection committee recommended that The Lukmire Partnership be appointed project architect for the Bioscience Education Center and campus access road project. Based upon this recommendation, Facilities requested the architect to submit a fee proposal for professional services for the design of the Bioscience Education Center and campus access road. The initial proposal from The Lukmire Partnership of \$4,836,796 for the entire project was subject to extensive scope of work discussions with College staff. A final proposal of \$2,199,916 for Phase One design services was submitted and is recommended for approval. In addition, reimbursable and supplemental expenses during Phase One are estimated at \$200,000 and will be reviewed by Facilities and paid when invoiced.

The current State policy for funding design services on major community college projects calls for spreading the funding over multiple fiscal years. Therefore, design services for the Bioscience Education Center must be split into three sequential phases subject to separate approvals. Design approvals begin with this phase one contract award funded from the FY2007 Capital Budget while a phase two design award will be funded from the FY2008 Capital Budget and a phase three (construction administration) award will be funded from the FY2009 Capital Budget. Sufficient funds are available in the FY2007 Capital Budget for the award of the phase one design contract for the Bioscience Education Center project. In addition, preliminary design tasks associated with the planned campus access road are funded from a federal grant

appropriated in the FY2007 Operating Budget. Final design of the access road is included in the FY2008 Capital Budget and will be the subject of a separate award in the future. Following Board action, this phase one design contract for the Bioscience Education Center and preliminary access road design will be submitted to the State Board of Public Works for approval.

The Lukmire Partnership has extensive experience in the design of higher education science facilities. Facilities staff checked the firm's references and received favorable responses.

RECOMMENDATION

It is recommended that, contingent upon Maryland State Board of Public Works approval, the Lukmire Partnership of Arlington, Virginia be appointed project architect to provide design and construction administration services for the Bioscience Education Center and the access road projects and that a contract for Phase One architectural and engineering design services for the Bioscience Education Center and preliminary design of the access road be awarded to the Lukmire Partnership, at a fee of \$2,199,916, and that an additional \$200,000 be authorized by the Board of Trustees to cover customary project reimbursable and supplemental expenses that will be paid when invoiced.

BACK-UP INFORMATION

Board Resolution
RFP Architectural/Engineering Services List (Board members only)

RESOURCE PERSON(S)

Mr. Capp
Mr. Moore
Ms. Wormack

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

Resolution Number: **06-11-127**
Adopted on: 11/20/06

Agenda Item Number: _____
November 20, 2006

Subject: Award of Contract for Architectural and Engineering Services for Germantown Campus Bioscience Education Center and Access Road - Bid No. 607-002

WHEREAS, in accordance with the amended and approved Facilities Master Plan for the Germantown Campus, the Chief Facilities Officer requests the appointment of a project architect for the Bioscience Education Center and access road projects on the Germantown Campus and the approval of the architectural and engineering services contract (Phase One) for the Bioscience Education Center and access road; and

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

WHEREAS, a Request for Proposal for Architectural and Engineering Services was publicly advertised on June 28, 2006, in the Washington Post, Baltimore Sun, and the Washington Examiner Newspapers and published by McGraw Hill Construction Dodge and Reed Construction Data and posted on the Montgomery College Procurement Web site, two State of Maryland Web sites, and the Montgomery County Web site; and

WHEREAS, two hundred and nineteen (219) firms received the Request for Proposal, and fourteen (14) proposals for this project were submitted in the Office of Procurement at 3:00 p.m. local time on July 31, 2006; and

WHEREAS, in conformance with the College's consultant selection process, a selection committee composed of representatives of the Facilities and Procurement Offices, and the Rockville Campus reviewed and evaluated all of the project submissions; and

WHEREAS, all proposals were rated and ranked as outlined by the Request for Proposal's method of award, six (6) highly qualified firms were selected for interviews and following the interviews and a final evaluation the committee recommended that the firm of Lukmire Partnership, of Arlington, Virginia, be named project architect for the Bioscience Education Center and access road projects on the Germantown Campus; and

WHEREAS, based upon this recommendation, the Facilities Office requested a fee proposal from The Lukmire Partnership, and negotiated a final fee for architectural and engineering professional design services (Phase One) for the Bioscience Education Center and access road projects; and

WHEREAS, the Chief Business Officer certifies that funds are available in the FY2007 Capital Budget and the FY2007 Operating Budget to enable the College to award a design services contract (Phase One) for the Bioscience Education Center and access road projects as recommended; and

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

Resolved, That contingent upon Maryland State Board of Public Works approval, The Lukmire Partnership of Arlington, Virginia, is appointed project architect to provide architectural and engineering design services for the Bioscience Education Center and access road projects on the Germantown Campus; and be it further

Resolved, That, contingent upon Maryland State Board of Public Works approval, a contract for architectural and engineering professional design services (Phase One) for the Bioscience Education Center (\$1,739,863 – Acct. #8300-803043-8101) and access road projects (\$460,053 – Acct. #2700-931407-6098-0070) on the Germantown Campus is awarded to The Lukmire Partnership of Arlington, Virginia, at a fee of \$2,199,916 and that an additional \$200,000 in Capital project funds be authorized to cover customary reimbursable and supplemental expenses that will be paid when invoiced; and be it further

Resolved, That the Board of Trustees respectfully requests of the State of Maryland Board of Public Works the full State-eligible share of funding for this contract; and be it further

Resolved, That upon receipt of the necessary approvals, the President of the College is authorized to execute a contract with The Lukmire Partnership of Arlington, Virginia, on behalf of the College, for architectural and engineering professional design services (Phase One) for the Bioscience Education Center and access road projects on the Germantown Campus.

CRN:abg