



BOARD OF TRUSTEES  
MONTGOMERY COLLEGE

# RECORD OF RESOLUTIONS

Central Services Building • Room CT S109 • 9221 Corporate Blvd, Rockville, MD 20850

**September 23, 2019, 8:00 p.m.**

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

Agenda Item Number: 7A  
September 23, 2019

**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. This report covers activities for the period May through July of 2019.

RECOMMENDATION

It is recommended that the Board adopt the attached report.

BACKUP INFORMATION

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

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSON

Ms. Leitch Walker

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

Resolution Number: **19-09-098**  
Adopted on: **9/23/2019**

Agenda Item Number: 7A  
September 23, 2019

**Subject: Personnel Actions Confirmation**

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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 May 1, 2019, through July 31, 2019; 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 May 1, 2019, through May 31, 2019**

**STAFF**

**STAFF EMPLOYMENTS**

Effective

Date	Name	Position Title	Grade	Department
05/06/2019	Bah, Alhaji I	Public Safety Officer II (Cpl)	15	Facilities Security - TP/SS
05/06/2019	Blanchard, Raymond	Building Services Worker	11	Facilities - Central Admin
05/20/2019	Kalidas, Paul	Simulation Technology Spec	25	Health Sciences Dean
05/20/2019	Luna, Monica	Building Services Worker	11	Facilities Operations - TP/SS
05/06/2019	Martinez, Tyler A	Financial Records Assistant	17	WDCE Central Administration
05/20/2019	Troxler, Nathaniel	Building Services Worker	11	Facilities - Central Admin

**STAFF SEPARATIONS**

Effective

Date	Name	Position Title	Grade	YOS	Department
05/17/2019	Cruz, Michael E	Information Technology Mgr	37	0	OIT Engineering Services
05/31/2019	Greer, Claudia S	Assistant to the Deans	31	6	English and Reading Dean
05/07/2019	Kneeland, Thomas M	Print Production Coordinator	25	5	Advancement-Media/Public Relation
05/11/2019	Louis, Christopher A	Public Safety Officer II (Cpl)	15	0	Facilities Security – TP/SS
05/24/2019	Pratt, Heather K	Empl & Labor Relations Dir III	39	2	Human Res/Strategic Talent Mgmt
05/10/2019	Vanatta, Bonnie C <sup>1</sup>	Office Associate	15	10	CW Dean Stu Access-GT Stu Svcs
05/10/2019	Watson, Lawrence	Program Assistant	21	12	CW Dean-Stud. Eng./TPSS Stu Svc

**STAFF EMPLOYMENTS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Haw-PI	TOTAL
Female	0	0	1	0	0	0	1
Male	0	3	1	1	0	0	5
<b>TOTAL</b>	<b>0</b>	<b>3</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>6</b>

**STAFF SEPARATIONS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Haw-PI	TOTAL
Female	3	0	0	0	0	0	3
Male	1	2	1	0	0	0	4
<b>TOTAL</b>	<b>4</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>

<sup>1</sup> Retirement

**FACULTY**

**FACULTY EMPLOYMENTS: None**

**FACULTY SEPARATIONS**

Effective

Date	Name	Position Title	YOS	Department
05/17/2019	Jones, Brian V <sup>1</sup>	Professor	18	Fine Perform Visual Arts Dean
05/17/2019	Kovach, Mark E <sup>1</sup>	Professor	31	GITE - Gudelsky Inst Tech Educ
05/17/2019	Kropetz, Nancy B <sup>1</sup>	Professor	38	Health Sciences Dean
05/17/2019	Siegel, Efstathia A <sup>1</sup>	Professor	15	English and Reading Dean
05/17/2019	Sonnabend, Thomas A <sup>1</sup>	Professor	32	Mathematics Dean
05/17/2019	Spero, Abby A <sup>1</sup>	Professor	30	English and Reading Dean

**FACULTY EMPLOYMENTS: None**

**FACULTY SEPARATIONS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	3	0	0	0	0	<b>3</b>
Male	2	1	0	0	0	<b>3</b>
<b>TOTAL</b>	<b>5</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>

<sup>1</sup> Retirement

**MONTGOMERY COLLEGE  
SUMMARY OF PERSONNEL ACTIONS  
From June 1, 2019, through June 30, 2019**

**STAFF**

**STAFF EMPLOYMENTS**

Effective

Date	Name	Position Title	Grade	Department
06/17/2019	Hernandez, Andrea Y	Building Services Worker	11	Facilities – Central Admin
06/17/2019	Nardone, Mark S	Program Manager, Biotechnology	31	WD&CE Special Initiatives
06/03/2019	Navintranonth, Ifang	Administrative Aide I	15	Humanities Dean
06/03/2019	Wondimagegne, Etagegne	Building Services Worker	11	Facilities Operations – TP/SS

**STAFF SEPARATIONS**

Effective

Date	Name	Position Title	Grade	YOS	Department
06/21/2019	Abraham, Jane H <sup>1</sup>	Communications Coordinator	21	19	Advancement-Media/Public Relation
06/20/2019	Anderson, Arrington V	Customer Service Rep	17	<1	WDCE Central Administration
06/28/2019	Baiza, Antonio O <sup>1</sup>	Building Services Worker	11	21	Facilities - Central Admin
06/28/2019	Barberesi, Diane M <sup>1</sup>	Department Chair	35	14	Health Sciences Dean
06/07/2019	Basilicato, Linda A	Instructional Associate	25	<1	Humanities Dean
06/28/2019	Campbell, Janet L <sup>1</sup>	Bus Proc & Systems Analyst II	33	18	OIT Central Administration
06/28/2019	Chin, Kristine A	Accountant II	27	6	Business Services
06/28/2019	Garcia, Kenia V	Community Engagement Spec I	23	3	Advancement/Comm Engage
06/30/2019	Harrison, Shawn D	Director I	35	3	Facilities - Central Admin
06/28/2019	Horace, Frank V	Video Engineering Manager	33	6	MCTV10 - Montgomery College TV
06/24/2019	McDermott, Joseph M	Grounds Maintenance Worker	15	<1	Facilities Operations - RV
06/28/2019	Morales, Sarahy P <sup>1</sup>	Administrative Aide II	19	30	Facilities - Central Admin
06/28/2019	Nguyen-Jackson, Tuyet T <sup>1</sup>	Admiss & Registration Manager	29	39	Admission Services
06/30/2019	Roop, Robert G	Chief Human Resources Officer	41	2	HumanResources/Strategic Talent Mgt
06/28/2019	Servatius, Richard J <sup>1</sup>	IT Support Specialist	25	10	OIT Academic Services
06/13/2019	Simpson, Elizabeth	Recruitment & Coll Access Coor	23	<1	Community Based Grants WDCE
06/13/2019	Young, Monica J	Administrative Aide II	19	4	Humanities Dean

**STAFF EMPLOYMENTS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Haw-PI	TOTAL
Female	0	1	1	1	0	0	3
Male	1	0	0	0	0	0	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>4</b>

**STAFF SEPARATIONS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Haw-PI	TOTAL
Female	5	3	1	2	0	0	11
Male	3	2	1	0	0	0	6
<b>TOTAL</b>	<b>8</b>	<b>5</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>17</b>

<sup>1</sup> Retirement

## FACULTY

### FACULTY EMPLOYMENTS: None

### FACULTY SEPARATIONS

Effective

Date	Name	Position Title	YOS	Department
06/28/2019	Escobar, Alyson <sup>1</sup>	Professor	15	Business/Computer Applications Dean

### FACULTY SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	1	0	0	0	0	1
Male	0	0	0	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>

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<sup>1</sup> Retirement

**MONTGOMERY COLLEGE**  
**SUMMARY OF PERSONNEL ACTIONS**  
**From July 1, 2019, through July 31, 2019**

**STAFF**

**STAFF EMPLOYMENTS**

Effective

Date	Name	Position Title	Grade	Department
07/01/2019	Besaw, Brenda K	Building Services Worker	11	Facilities Operations – RV
07/29/2019	Ferreira, Eliane N	Administrative Aide I	15	Health Sciences Dean
07/29/2019	Gilani, Syed S	Instructional Lab Coordinator	27	Engineering/Computer Science Dean
07/01/2019	Kapikian, Albert K	TRIO Learning Specialist	25	Financial Aid
07/15/2019	Moore, Daryn E	Academic Coach	27	ACES-Achiev Colleg Excell & Success
07/29/2019	Nwanze, Obiageli	Clinical Educ Outreach Coord	27	Health Sciences Dean
07/01/2019	Papillero, Geraldine S	Executive Associate I	25	MC MCPS Partnership
07/01/2019	Serrano Peguero, Maribel	Administrative Aide I	15	AELP, Linguistics and Speech Dean
07/29/2019	Somerville, Marcus W	Instructional Assistant	23	AELP, Linguistics and Speech Dean
07/29/2019	Stores, Tuwana	Academic Coach	27	ACES-Achiev Colleg Excell & Success
07/01/2019	Tanyi, Clarisse B	Building Services Worker	11	Facilities – Central Admin
07/29/2019	Thomas, Rhonda M	Nursing Lab and Clinical Assoc	29	Health Sciences Dean
07/13/2019	Washington, Sergio	Acting Stu Aff Initi Prog Mgr	29	Sr VP for Student Services

**STAFF SEPARATIONS**

Effective

Date	Name	Position Title	Grade	YOS	Department
07/19/2019	Cason, Emily K	Senior Instructional Assistant	25	1	Biology and Chemistry Dean
07/18/2019	Freniere, Ann A	Administrative Aide III	19	2	Student Life
07/15/2019	Keats, Mark L	Learning Skills Support Spec	25	1	English and Reading Dean
07/08/2019	Perkins-Hawkes, Sheila D <sup>1</sup>	Campus Student Fin Aid Mgr	33	20	Financial Aid
07/31/2019	Rounds, Lori N	Dir III-Dep CIO Cam Mgt S	39	6	OIT Academic Services
07/12/2019	Wray, Stanley T	Dir of Library & Info Services	37	6	Library – Central

**STAFF EMPLOYMENTS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Haw/PI	TOTAL
Female	1	5	1	1	0	0	8
Male	1	3	0	1	0	0	5
<b>TOTAL</b>	<b>2</b>	<b>8</b>	<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>13</b>

**STAFF SEPARATIONS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Haw/PI	TOTAL
Female	3	1	0	0	0	0	4
Male	1	0	0	1	0	0	2
<b>TOTAL</b>	<b>4</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>6</b>

<sup>1</sup> Retirement



**FACULTY**

**FACULTY EMPLOYMENTS: None**

**FACULTY SEPARATIONS**

Effective

Date	Name	Position Title	YOS	Department
07/31/2019	Arrindell, Pamela <sup>1</sup>	Professor	25	Mathematics Dean
07/29/219	Drain, Kimberly	Professor	19	CW Dean Stu Access – Stu Services
07/05/219	Furgol, Mary T <sup>1</sup>	Professor	26	Humanities Dean
07/03/2019	Pfanstiehl, Cynthia L <sup>1</sup>	Professor	10	Social Science Dean

**FACULTY SEPARATIONS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	TOTAL
Female	2	2	0	0	0	4
Male	0	0	0	0	0	0
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>

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<sup>1</sup> Retirement

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

Agenda Item Number: 7B  
September 23, 2019

**GRADUATES RECEIVING THE ASSOCIATE DEGREE AND  
THE PROGRAM CERTIFICATE IN SUMMER 2019**

**BACKGROUND**

The Board of Trustees is required to ratify the conferral of degrees and certificates by the faculty, as certified by the College registrar, each semester. In the event that the ratification by the Board of Trustees takes place after the date of conferral of the degrees and certificates to the graduates, the Board of Trustees must ratify, confirm, and authorize the conferral retroactively (“nunc pro tunc”) to the past date of conferral.

**RECOMMENDATION**

The Board of Trustees is asked to ratify, confirm, and authorize the conferral of degrees and certificates by the faculty on the list of proposed graduates who have successfully completed the requirements of a program, subject to certification of the College registrar, nunc pro tunc, to the date of such conferral action.

**BACKUP INFORMATION**

Board Resolution

List of Graduates (Board members only)

**RESPONSIBLE SENIOR ADMINISTRATORS**

Dr. Brown

Dr. Rai

**RESOURCE PERSONS**

Mr. Cartledge

Mr. Dietz

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Rockville, Maryland

Resolution Number: **19-09-099**

Adopted on: **9/23/2019**

Agenda Item Number: 7B

September 23, 2019

**Subject: Graduates Receiving the Associate Degree and the Program Certificate in  
Summer 2019**

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WHEREAS, It is necessary that the Board ratify, confirm, and authorize the past conferral of degrees and certificates on the list of certified candidates attached herewith; and

WHEREAS, The College registrar ("the Registrar") has certified that the students of Montgomery College, as listed on the attachment, are expected to complete successfully in the summer 2019 semester the courses and curriculum prescribed by the faculty, and to meet all other requirements of the College, for the degrees and certificates that those students are seeking; and

WHEREAS, The faculty has thereby conferred upon the students of Montgomery College, as listed on the attachment, their respective associate's degrees and certificates, subject to certification by the Registrar that such students have met all applicable requirements; and

WHEREAS, The president recommends that the Board approve the following resolution; now therefore be it

Resolved, That the Board of Trustees ratifies, confirms, and authorizes the faculty's conferral upon the students of Montgomery College, as listed on the attachment, of their respective associate's degrees and certificates, subject to certification by the Registrar that such students have met all applicable requirements, nunc pro tunc, to the past date on which such conferral took place.

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

Agenda Item Number: 7C  
September 23, 2019

**CREATION OF THE CRIMINAL JUSTICE AREA OF CONCENTRATION,  
ARTS AND SCIENCES ASSOCIATE OF ARTS PROGRAM**

**BACKGROUND**

The 2017-2021 Maryland State Plan for Postsecondary Education states the goals of access, success, and innovation to support student success with less debt. Montgomery College echoes those goals by affirming its *Montgomery College 2020* Theme II strategy to provide affordable access for its communities and ensure student success and completion. Additionally, the Montgomery College Academic Master Plan (Initiative 5 - Enhance Student Pathways from MCPS to USG) strongly encourages collaborative degree pathways to enhance transferability to USG's campus.

In response to the increased educational needs of the criminal justice professions and the increased transfer needs of our students, Montgomery College has designed the new criminal justice area of concentration, arts and sciences associate of arts program. The curriculum is designed for students planning to transfer to a four-year institution to complete a bachelor's degree in criminal justice and/or criminology. A strong academic core exposes students to important criminal justice coursework while incorporating key general education courses needed for transfer. Many federal law enforcement and legal careers in the criminal justice field require a bachelor's degree as the basic educational standard of entry and require students to continue to a four-year institution or beyond to achieve their goals. The proposed program prepares MC students who plan to serve the community in the fields of law enforcement, corrections, juvenile justice, probation and parole, court services, or law.

The new criminal justice program will help fulfill the ever-increasing workforce needs of the many local and nationwide criminal justice agencies. The July 2019 edition of the Bureau of Labor Statistics Occupational Outlook Handbook predicts an 11 percent increase in detectives and investigators and a seven percent increase in police work over the next decade—an above average outlook for economic job growth and vitality in the criminal justice profession. A security-conscious society and high population contribute to the increasing demand for police services, and applicants with a bachelor's degree will have the best opportunity to fill these positions.

In addition to fulfilling workforce needs in the criminal justice field, the new criminal justice associate of arts will also facilitate transfer to institutions offering bachelor degrees. There are currently more than 100 criminal justice students identified under the general studies associate of arts: studies in social science, administration, and health area of concentration (SSAH core). Montgomery College has an active articulation agreement with the Department of Criminology and Criminal Justice at the University of Maryland College Park at the Universities at Shady Grove, and approximately 80 percent of the students entering the program are transfer students from Montgomery College. This program will facilitate an increased growth in articulations with other academic institutions as well.

In conclusion, the creation of the criminal justice area of concentration, arts and sciences associate of arts program will not create any additional expenses for the College. Outstanding faculty, state-of-the-art facilities, equipment, and library resources are already in place as the courses are

currently being offered in the criminal justice associate of applied sciences program. The program will be implemented with existing institutional resources.

#### RECOMMENDATION

It is recommended that the Board of Trustees approve the creation of the criminal justice area of concentration, arts and sciences associate of arts program and that an application for approval be submitted to the Maryland Higher Education Commission.

#### BACKUP INFORMATION

Board Resolution  
Criminal Justice Program Curriculum  
Section 13B.02.03.03 Higher Education Article of Code of Maryland Regulations (COMAR)

#### RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Rai

#### RESOURCE PERSONS

Dr. Kelley  
Dr. Benjamin  
Professor Fay

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

Resolution Number: **19-09-100**  
Adopted on: **9/23/2019**

Agenda Item Number: 7C  
September 23, 2019

**Subject: Creation of the Criminal Justice Area of Concentration, Arts and Sciences Associate Of Arts Program**

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WHEREAS, The 2017-2021 Maryland State Plan for Postsecondary Education states the goals of access, success, and innovation to support student success with less debt; and

WHEREAS, Montgomery College echoes those goals by affirming its *Montgomery College 2020* Theme II strategy to provide affordable access for its communities and ensure student success and completion; and

WHEREAS, Montgomery College is prepared to offer the new criminal justice area of concentration, arts and sciences associate of arts program; and

WHEREAS, The new program is designed for students planning to transfer to a four-year institution to complete a bachelor's degree in criminal justice and/or criminology; and

WHEREAS, The curriculum provides the general and core educational program requirements; and

WHEREAS, The criminal justice associate of arts prepares students who plan to serve the community in the fields of law enforcement, corrections, juvenile justice, probation and parole, court services, or law; and

WHEREAS, The criminal justice associate of arts facilitates transfer to four-year institutions via Montgomery College's articulation agreement with the Department of Criminology and Criminal Justice at the University of Maryland College Park at the Universities at Shady Grove; and

WHEREAS, The outlook is promising for economic job growth and vitality in the criminal justice industry; and

WHEREAS, The criminal justice degree will help to fulfill the ever-increasing workforce needs of local and nationwide criminal justice agencies; and

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

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

Resolved, That the members of the Board of Trustees approve the criminal justice area of concentration, arts and sciences associate of arts program; and be it further

Resolved, That an application for approval of the criminal justice area of concentration, arts and sciences associate of arts program be forwarded to the Maryland Higher Education Commission.

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

Agenda Item Number: 7E  
September 23, 2019

**MODIFICATION OF POLICY 43003–TUITION WAIVER FOR  
NON-EMPLOYEES OF THE COLLEGE**

**General Information**

<b>Policy Number:</b>	43003
<b>Contained in Chapter:</b>	Chapter Four
<b>Policy Title:</b>	Tuition Waiver for Non-Employees of the College
<b>Policy Creation Date:</b>	October 18, 1982
<b>Most Recent Modification Date:</b>	March 21, 2016

**Changes, Additions, Deletions**

<b>Line Number</b>	<b>Purpose</b>
1-4	Added a new Section I that speaks in more general terms to the Board's authority to set tuition and fees and to statutory limitations established by the Maryland General Assembly wherein tuition and fees may be waived for certain types of students.
6-81	Deleted all references to specific groups designated by law who are eligible for tuition waivers. All current and future groups eligible for tuition waivers are detailed in the procedures.
83-85	Added a new policy statement regarding the provision of tuition and fees waivers in accordance with state law.

**RECOMMENDATION**

It is recommended that the Board of Trustees adopt the modifications to Policy 43003–Tuition Waiver for Non-Employees of the College.

**BACKUP INFORMATION**

Resolution  
Policy 43003–Tuition Waiver for Non-Employees of the College (revised version)

**RESPONSIBLE SENIOR ADMINISTRATOR**

Dr. Brown

**RESOURCE PERSON**

Mr. Dietz

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

Resolution Number: **19-09-101**  
Adopted on: **9/23/2019**

Agenda Item Number: 7E  
September 23, 2019

**Subject: Modification of Policy 43003–Tuition Waiver for Non-Employees of the College**

WHEREAS, The Board of Trustees created Policy 43003–Tuition Waiver for Non-Employees of the College in 1982; and

WHEREAS, The policy has served an important purpose in providing tuition and fees waivers for specific student populations designated eligible for such waivers by state law; and

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

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

Resolved, That Policy 43003–Tuition Waiver for Non-Employees of the College be modified as indicated in the attached draft; and be it further

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



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Chapter: Student Affairs

Modification No. 010

Subject: **Tuition Waiver for Non-Employees of the College**

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- I. Maryland law grants authority to the Board of Trustees to set tuition and fees for Montgomery College students. The Board's authority to set tuition and fees is limited by statute and the General Assembly has waived tuition (an in some instances mandatory fees) for certain students, including:
  - A. Students with Disabilities (Md. (Educ.) Code Ann. Section 16-106(c))
  - B. Senior Citizens (Md. (Educ.) Code Ann. Section 16-106 (b))
  - C. Maryland National Guard Members (Md. (Educ.) Code Ann. Section 11-403)
  - D. Foster Care Recipients (Md. (Educ.) Code Ann. Section 15-106.1)
  - E. Unaccompanied Homeless Youth (Md. (Educ.) Code Ann. Section 15-106.1)
  - F. Parents of Deaf or Hard of Hearing Children (Md. (Educ.) Code Ann. Section 15-106.10)
- II. It is the policy of the Board of Trustees to provide a waiver of tuition for certain students, or exempt certain students from payment of tuition, in accordance with State law.
- III. The president is authorized and directed to establish procedures necessary to implement this policy.

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Board Approval: October 18, 1982; July 17, 1989; June 17, 1991; June 17, 1996; June 15, 1998; May 15, 2000; September 12, 2002 (editorial); November 14, 2011; March 21, 2016; \_\_\_\_\_, 2019

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

Agenda Item Number: 7F  
September 23, 2019

**MODIFICATION OF POLICY 45005–STUDENT CONCERNS  
ABOUT ATHLETIC PROGRAMS AND ACTIVITIES**

**General Information**

<b>Policy Number:</b>	45005
<b>Contained in Chapter:</b>	Chapter Four
<b>Policy Title:</b>	Student Concerns About Athletic Programs and Activities
<b>Policy Creation Date:</b>	June 17, 2019
<b>Most Recent Modification Date:</b>	June 17, 2019

**Changes, Additions, Deletions**

<b>Line Number</b>	<b>Purpose</b>
5-6	Deleted language to broaden the policy to include all students, not just those participating in College-sponsored athletic programs and activities.

**RECOMMENDATION**

It is recommended that the Board of Trustees adopt the modifications to Policy 45005–Student Concerns About Athletic Programs and Activities.

**BACKUP INFORMATION**

Resolution  
Policy 45005–Student Concerns About Athletic Programs and Activities (revised version)

**RESPONSIBLE SENIOR ADMINISTRATOR**

Dr. Brown

**RESOURCE PERSON**

Ms. Duggan

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

Resolution Number: **19-09-102**  
Adopted on: **9/23/2019**

Agenda Item Number: 7F  
September 23, 2019

**Subject: Policy Modification: 45005–Student Concerns About Athletic Programs and Activities**

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WHEREAS, The Board of Trustees created Policy 45005–Student Concerns About Athletic Programs and Activities in 2019; and

WHEREAS, The policy has served an important purpose in providing athletic programs and activities that adhere to a high standard of ethical and legal conduct to ensure the health and safety of all student athletes; and

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

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

Resolved, That Policy 45005–Student Concerns About Athletic Programs and Activities be modified as indicated in the attached draft; and be it further

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

Chapter: Student Affairs

Modification No. 002

Subject: **Student Concerns About Athletic Programs and Activities**

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- I. Montgomery College is committed to providing athletic programs and activities that adhere to a high standard of ethical and legal conduct, and ensure the health and safety of all student athletes.
- II. It is the policy of the College to encourage students ~~participating in College-sponsored athletic programs and activities~~ to report any concerns of suspected wrongdoing or abuse in the administration or conduct of College athletic programs and activities so that prompt corrective action can be taken by the College.
- III. No student who in good faith reports a concern or suspected concern of wrongdoing or abuse regarding athletic programs and activities shall thereby suffer harassment, retaliation or adverse employment and/or academic or educational consequence. An individual who retaliates against a student who has made a report in good faith under this policy is subject to disciplinary action in accordance with College policies and/or the student code of conduct, up to and including dismissal from the College.
- I. This policy does not protect an individual who files a report or provides information that the individual knows to be false, or provides information with reckless disregard for its truth or falsity.
- II. Student concerns regarding athletic programs and activities will be kept confidential except to the extent that limited disclosure may be necessary for the purpose of conducting a full and fair investigation, providing opportunity for response, taking remedial action, and responding to a government inquiry or legal action.
- III. The president is authorized to establish procedures necessary to implement this policy.

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Board Approval: June 17, 2019;           , 2019

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

Agenda Item Number: 8A  
September 23, 2019

**AWARD OF CONTRACT,  
RENEWAL OF CHECKPOINT GATEWAY APPLIANCE SOFTWARE AND SUPPORT,  
BID 520-002**

**BACKGROUND**

Request:	Renewal of Checkpoint Gateway Appliance software license and associated support
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services and Interim Chief Information Officer
Award Type:	Competitive
Bid Number:	520-002
Explanation of Request:	The Checkpoint Gateway Appliance software has been in place since 2004, and the current license and support will expire on September 30, 2019. This software and associated support was previously purchased, through the Procurement Through Other Agency procurement method, under the same terms and conditions of the Maryland state commercial off-the-shelf contract number 060B2490021. This contract provides maintenance services for the College's border and server farm firewall gateways and associated modules. It also protects the College's systems and data by restricting what communications gain access to the institution's network. It further supports student access by restricting traffic to what is only required to support the business of the College. Without the Checkpoint Gateway Appliance software and associated support, the College would no longer receive security updates to stay current with the latest cyber threats, nor will the institution receive hardware support in the event that repairs or replacement equipment are necessary.
Reason Being Brought to Board:	Board approval is required for all contract awards valued over \$250,000.
Certification:	The director of procurement certifies that specifications were developed by appropriate College staff, and the chief business/financial strategy officer certifies that expenditures are planned for and available in the FY20 operating budget.
Dollar Amount:	\$190,995
Vendor Name:	ePlus Technology Inc.
Vendor Address:	Herndon, Virginia

Term of Contract:	One year (10/1/2019 – 9/30/2020) with two one-year renewal options
Minority Status	NA

**RECOMMENDATION**

It is recommended that the Board of Trustees approve an award of contract for the renewal of the Checkpoint Gateway Appliance software license and associated support for one year to ePlus Technology, Inc., of Herndon, Virginia, for a total not-to-exceed amount of \$195,000.

It is further recommended that the contract be renewed for two additional one-year periods under the terms and conditions, at the sole discretion of the College, provided services are satisfactory, funding is available, and renewals are in the best interest of the College. The total three-year contract not-to-exceed amount is \$572,985.

**BACKUP INFORMATION**

- Board Resolution
- Bid Summary (Board Members Only)
- Bidders List (Board Members Only)

**RESPONSBLE SENIOR ADMINISTRATOR**

Ms. Schena

**RESOURCE PERSONS**

- Ms. Miller
- Mr. Johnson

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

Resolution Number: **19-09-103**  
Adopted on: **9/23/2019**

Agenda Item Number: 8A  
September 23, 2019

**Subject: Award of Contract, Renewal of Checkpoint Gateway Appliance Software and Support, Bid 520-002**

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WHEREAS, The senior vice president for administrative and fiscal services and the interim chief information officer are requesting an award of contract for the renewal of the existing Checkpoint Gateway Appliance software license and associated support; and

WHEREAS, This software and associated support was previously purchased, through the Procurement Through Other Agency procurement method, under the same terms and conditions of the Maryland state commercial off-the-shelf contract number 060B2490021; and

WHEREAS, The director of procurement certifies that specifications were developed by appropriate College staff, and the chief business/financial strategy officer certifies that expenditures are planned for and available in the FY20 operating budget; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), a request for bid was publically advertised on July 23, 2019, on the Montgomery College Procurement and the state of Maryland eMaryland Marketplace Advantage websites; and

WHEREAS, 20 firms downloaded the request for bid, and three responses were received, read aloud, and recorded, beginning 3:00 p.m. on August 6, 2019;

WHEREAS, Upon review of all vendor pricing by the procurement staff, ePlus Technology, Inc., of Herndon, Virginia, has been declared the lowest priced responsive-responsible bidder, meeting all College solicitation requirements; and

WHEREAS, Awards resulting from competitive sealed bids valued above \$250,000 require Board of Trustees approval; and

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

Resolved, That the Board of Trustees approves an award of contract for the renewal of the Checkpoint Gateway Appliance software license and associated support for one year to ePlus Technology, Inc., of Herndon, Virginia, for a total not-to-exceed amount of \$195,000; and be it further

Resolved, That the contract be renewed for two additional one-year periods under the same terms and conditions, at the sole discretion of the College, provided services are satisfactory, funding is available, and renewals are in the best interest of the College, where the total three-year contract not-to-exceed amount is \$572,985.

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

Agenda Item Number: 8B  
September 23, 2019

**AWARD OF CONTRACT,  
RENEWAL OF F5 NETWORK PREMIUM SERVICES, BID 520-003**

**BACKGROUND**

Request:	Renewal of F5 Networks Premium Services hardware and software support
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services and Interim Chief Information Officer
Award Type:	Competitive
Bid Number:	520-003
Explanation of Request:	The F5 Networks Premium Services hardware and software support has been in place since 2006, and will expire in September 2019. This service was previously purchased through the Procurement Through Other Agency procurement method, under the same terms and conditions of the Maryland state commercial off-the-shelf contract number 060B2490021. This service helps to maintain the College's load balancers, virtual private network (VPN), and DMZ firewall infrastructure. The F5 appliances also protect the College's systems and data by enabling resiliency and redundancy for the most critical systems by balancing the load across data centers and between individual servers to avoid a single point of failure. In addition, the F5 product provides firewall policies to protect the connections to servers that are internet-facing, as well as providing VPN services for secure remote access to internal systems. Without the continuation of this support, the College would no longer receive security updates to stay current with the latest cyber threats, nor will the institution receive hardware support in the event that repairs or replacement equipment is necessary.
Reason Being Brought to Board:	Board approval is required for all contract awards valued over \$250,000.
Certification:	The director of procurement certifies that specifications were developed by appropriate College staff, and the chief business/financial strategy officer certifies that expenditures are planned for and available in the FY20 operating budget.
Dollar Amount:	Year 1: \$43,774 (prorated) Year 2: \$86,814 (prorated)



	Year 3: \$87,236 Year 4: \$87,236 Year 5: \$87,236 <b>Total: \$392,296</b>
Vendor Name:	ePlus Technology Inc.
Vendor Address:	Herndon, Virginia
Term of Contract:	9/25/2019 – 6/30/2020, with four one-year renewal options
Minority Status	NA

**RECOMMENDATION**

It is recommended that the Board of Trustees approve an award of contract for the renewal of F5 Network Premium Services hardware and software support to ePlus Technology Inc. of Herndon, Virginia, for a total not-to-exceed, prorated amount of \$43,774 in the first year.

It is further recommended that the contract be renewed for four additional one-year periods under the same terms and conditions, at the sole discretion of the College, provided services are satisfactory, funding is available, and renewals are in the best interest of the College, at a total five-year, not-to-exceed amount of \$392,296.

**BACKUP INFORMATION**

Board Resolution  
Bid Summary (Board Members Only)  
Bidders List (Board Members Only)

**RESPONSIBLE SENIOR ADMINISTRATOR**

Ms. Schena

**RESOURCE PERSONS**

Ms. Miller  
Mr. Johnson

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

Resolution Number: **19-09-104**  
Adopted on: **9/23/2019**

Agenda Item Number: 8B  
September 23, 2019

**Subject: Award of Contract, Renewal of F5 Network Premium Services, Bid 520-003**

WHEREAS, The senior vice president for administrative and fiscal services, and the interim chief information officer are requesting an award of contract for the renewal of the F5 Network Premium Services hardware and software support; and

WHEREAS, This service was previously purchased through the Procurement Through Other Agency procurement method, under the same terms and conditions of the Maryland state commercial off-the-shelf contract number 060B2490021; and

WHEREAS, The director of procurement certifies that specifications were developed by appropriate College staff, and the chief business/financial strategy officer certifies that expenditures are planned for and available in the FY20 operating budget; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), a request for bid was publically advertised on July 23, 2019, on the Montgomery College Procurement and the State of Maryland eMaryland Marketplace Advantage websites; and

WHEREAS, Six firms downloaded the request for bid, and one response was received, read aloud, and recorded, beginning 3:00 p.m. on August 6, 2019;

WHEREAS, Upon review of all vendor pricing by the procurement staff, the sole pricing submitted by ePlus Technology, Inc., of Herndon, Virginia, has been declared fair and reasonable, meeting all College solicitation requirements; and

WHEREAS, Awards resulting from competitive sealed bids valued above \$250,000 require Board of Trustees approval; 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 for the renewal of F5 Network Premium Services hardware and software support to ePlus Technology, Inc., of Herndon, Virginia, for a prorated, not-to-exceed amount of \$43,774 in the first year; and be it further

Resolved, That the contract be renewed for four additional one-year periods under the same terms and conditions, at the sole discretion of the College, provided services are satisfactory, funding is available, and renewals are in the best interest of the College, at a total five-year, not-to-exceed amount of \$392,296.

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

Agenda Item Number: 8C  
September 23, 2019

**AWARD OF CONTRACT,  
CATHERINE AND ISIAH LEGGETT MATH AND SCIENCE BUILDING GUARANTEED MAXIMUM  
PRICE NUMBER 1 – ASBESTOS ABATEMENT AND AIR MONITORING,  
TAKOMA PARK/SILVER SPRING CAMPUS, BID 619-001**

**BACKGROUND**

Request:	Contract for asbestos abatement and air monitoring services identified as guaranteed maximum price number 1 for the construction of the Catherine and Isiah Leggett Math and Science Building on the Takoma Park/Silver Spring Campus
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services and the Vice President of Facilities and Public Safety
Award Type:	Competitive
Bid Number:	619-001
Explanation of Request:	In accordance with the 2004 College Facilities Master Plan, the senior vice president for administrative and fiscal services and the vice president of facilities and public safety is requesting an award of contract identified as guaranteed maximum price number 1 for the construction of the Catherine and Isiah Leggett Math and Science Building on the Takoma Park/Silver Spring Campus. The Board of Trustees approved this award of contract during its January 2019 meeting under resolution 19-01-003. This award provides for the abatement of asbestos containing materials in the existing Falcon Hall and Science South buildings, and associated air monitoring services to comply with EPA and state of Maryland Department of Health regulations. The cost estimate for this work submitted by the construction-manager-at-risk was \$376,900. The approved state funded construction budget for the project was \$62,858,000. This is the first of four guaranteed maximum price proposals to be awarded using those funds. The submitted guaranteed maximum price of \$607,476.39, including fees, bonds, and insurance, is within the allotted budget for this work and still provides for a five percent construction contingency.

Reason Being Brought to Board:	<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 construction-manager-at-risk, and the chief business/financial strategy officer certifies that funds are available in the FY20 capital budget.
Total Dollar Amount:	\$607,476.39
Vendor Name:	Barton Malow Company
Vendor Address:	300 W. Pratt Street, Suite 301 Baltimore, MD 21201
Minority Status:	No
Contract Expiration:	One-time purchase

**RECOMMENDATION**

It is recommended that the Board of Trustees approve an award of contract for the Catherine and Isiah Leggett Math and Science Building guaranteed maximum price number 1 for asbestos abatement and air monitoring on the Takoma Park/Silver Spring Campus to Barton Malow Company of Baltimore, Maryland, for a one-time purchase in the amount of \$607,476.39.

**BACKUP INFORMATION**

- Board Resolution
- Bid Summary (Board Members Only)
- Bidders List 1–Asbestos Abatement (Board Members Only)
- Bidders List 2–Air Monitoring (Board Members Only)

**RESPONSIBLE SENIOR ADMINISTRATOR**

Ms. Schena

**RESOURCE PERSONS**

- Mr. Johnson
- Mr. Mills

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

Resolution Number: **19-09-105**  
Adopted on: **9/23/2019**

Agenda Item Number: 8C  
September 23, 2019

**Subject: Award of Contract, Catherine and Isiah Leggett Math and Science Building  
Guaranteed Maximum Price Number 1 – Asbestos Abatement and Air  
Monitoring, Takoma Park/Silver Spring Campus, Bid 619-001**

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WHEREAS, The senior vice president for administrative and fiscal services and the vice president of facilities and public safety are requesting an award of contract for the Catherine and Isiah Leggett Math and Science Building guaranteed maximum price number 1 for asbestos abatement and air monitoring on the Takoma Park/Silver Spring Campus; and

WHEREAS, The Board of Trustees approved this award of contract during its January 2019 meeting under resolution 19-01-003; and

WHEREAS, The director of procurement certifies that project specifications and drawings were developed by appropriate College staff and the construction-manager-at-risk; and

WHEREAS, The construction-manager-at-risk solicited bids for bid package number 1 on July 24, 2019; and

WHEREAS, Bid package number 1 was publicly advertised on July 22, 2019, on the Montgomery College Procurement and eMaryland Marketplace Advantage websites; and

WHEREAS, Twenty-three (23) pre-qualified companies downloaded the solicitation from the construction-manager-at-risk website, and on August 16, 2019, five responses were received for asbestos abatement services, and four responses were received for air monitoring services, and recorded in the College Central Services Building at 2:00 p.m. local time; and

WHEREAS, After evaluation of the submitted bids, four of the five contractors submitting a bid package for asbestos abatement services, and three of four contractors submitting a bid package for air monitoring services were interviewed to have their scope of work reviewed and evaluated; and

WHEREAS, Following the evaluation of bids that were submitted, the construction-manager-at-risk submitted a guaranteed maximum price number 1 in the amount of \$607,476.39 in accordance with the terms and conditions of this request for proposal; and

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

WHEREAS, The chief business/financial strategy officer certifies that funds are available in the FY20 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 a contract for providing all necessary materials, labor, equipment, supervision, bonds, and insurance for the asbestos abatement and air monitoring associated with the construction of the Catherine and Isiah Leggett Building on the Takoma Park/Silver Spring Campus

be awarded to Barton Malow Company of Baltimore, Maryland, at the submitted guaranteed maximum price number 1 for a one time purchase in the amount of \$607,476.39; and be it further

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: 9A  
September 23, 2019

**CONTRACT CHANGE ORDER, AWARD OF CONTRACT,  
PROFESSIONAL DEVELOPMENT TRAINING SERVICES, BID 517-013**

BACKGROUND

Request:	Increase spend authority for professional development training services contract
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services
Award Type:	Competitive
Bid Number:	517-013
Explanation of Request:	<p>In July 2012, the Board of Trustees approved a five-year award of contract to multiple vendors for professional development training services under bid 512-016, resolution 12-05-037. Given the estimated annual contract spend at the time of this award, the contract did not require Board of Trustees approval.</p> <p>This contract expired on June 30, 2017. Due to an ongoing need for professional development training services, a new solicitation was issued under bid 517-013, for a five-year contract term that started on July 1, 2018.</p> <p>The primary user of this contract originally awarded in 2012 was Human Resources and Strategic Talent Management. With the re-issuance of bid 517-013, additional departments including ELITE, Facilities and Public Safety, Administrative and Fiscal Services, as well as faculty began utilizing these training services. Due to the increase in usage and to account for potential use of these services by other departments in the future, it is being requested that the contract spend authority be increased to an annual not-to-exceed amount of \$200,000.</p>
Reason Being Brought to Board:	Board approval is required for contract change orders that are more than 25 percent of the original contract award amount.
Certification:	The director of procurement re-certifies that specifications were developed by appropriate College staff, and the chief business/financial strategy officer certifies that expenditures are planned for and available in the FY20 operating budget.
Dollar Amount:	\$200,000

Vendor Name:	Multiple
Vendor Address:	Multiple
Term of Contract:	7/1/2019 – 6/30/2022

RECOMMENDATION

It is recommended that the Board of Trustees approve an increase in the current contract award spend authority to an annual not-to-exceed amount of \$200,000, to allow for future usage of this contract by the Office of Human Resources and Strategic Talent Management as well other College departments.

BACKUP INFORMATION

College Policy 63001

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSON

Mr. Johnson



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

Resolution Number: **19-09-106**  
Adopted on: **9/23/2019**

Agenda Item Number: 9A  
September 23, 2019

**Subject: Contract Change Order, Award of Contract, Professional Development  
Training Services Contract, Bid 517-013**

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WHEREAS, The senior vice president for administrative and fiscal services is requesting a contract change order to increase the spend authority to an existing award of contract for professional development training services; and

WHEREAS, Due to the increased usage of the professional development training services contract by multiple College departments, additional contract spend authority is needed; and

WHEREAS, The director of procurement re-certifies that specifications were developed by appropriate College staff, and the chief business/financial strategy officer certifies that expenditures are planned for and available in the FY20 operating budget; and

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

Resolved, That the Board of Trustees approve an increase in the current contract award spend authority to an annual not-to-exceed amount of \$200,000, to allow for future usage of this contract by the Office of Human Resources and Strategic Talent Management and other College departments.

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

Agenda Item Number: 9B  
September 23, 2019

**CONTRACT CHANGE ORDER, AWARD OF CONTRACT,  
SIGN LANGUAGE INTERPRETER SERVICES, BID 518-012**

BACKGROUND

Request:	Increase spend authority for sign language interpreter services contract
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services
Award Type:	Competitive
Bid Number:	518-012
Explanation of Request:	<p>In July 2013, a five-year contract for sign language interpreting services was awarded to multiple vendors under bid 513-009. Given the estimated annual contract spend at the time of this award, the contract did not require Board of Trustees approval. This contract expired on June 30, 2018. Due to an ongoing need for sign language interpreting services, a new solicitation was re-issued under 518-012, for a five-year contract term that started on July 1, 2018.</p> <p>The primary user of the current contract is Disability Support Services. However, several other offices have begun to use the services, including the Office of Human Resources and Strategic Talent Management, and Workforce Development &amp; Continuing Education. Due to this increased usage, and to account for the potential use by other departments, it is requested that the contract spend authority be increased to an annual not-to-exceed amount of \$150,000.</p>
Reason Being Brought to Board:	Board approval is required for contract change orders that are more than 25 percent of the original contract award amount.
Certification:	The director of procurement re-certifies that specifications were developed by appropriate College staff, and the chief business/financial strategy officer certifies that expenditures are planned for and available in the FY20 operating budget.
Dollar Amount:	\$150,000
Vendor Name:	Multiple
Vendor Address:	Multiple
Term of Contract:	7/1/2019 – 6/30/2023

RECOMMENDATION

It is recommended that the Board of Trustees approve an increase in the current contract award spend authority to an annual not-to-exceed \$150,000, to allow for future usage of this contract by Disability Support Services as well as other College departments.

BACKUP INFORMATION

College Policy 63001

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Schena

RESOURCE PERSON

Mr. Johnson

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

Resolution Number: **19-09-107**  
Adopted on: **9/23/2019**

Agenda Item Number: 9B  
September 23, 2019

**Subject: Contract Change Order, Award of Contract, Sign Language Interpreter Services, Bid 518-012**

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WHEREAS, The senior vice president for administrative and fiscal services is requesting a contract change order to increase the spend authority to an existing award of contract for sign language interpreting services; and

WHEREAS, Due to the increased usage of the sign language interpreting services contract by other departments in addition to Disability Support Services, additional contract spend authority is needed; and

WHEREAS, The director of procurement re-certifies that specifications were developed by appropriate College staff, and the chief business/financial strategy officer certifies that expenditures are planned for and available in the FY20 operating budget; and

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

Resolved, That the Board of Trustees approve an increase in the current contract award spend authority to an annual not-to-exceed amount of \$150,000, to allow for future usage of this contract by Disability Support Services as well as other College departments.

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

Agenda Item Number: 10  
September 23, 2019

**ACCEPTANCE OF  
THE 2019 PERFORMANCE ACCOUNTABILITY REPORT**

**BACKGROUND**

The Performance Accountability Report (PAR) is the College's annual report on progress toward reaching benchmarks in key indicators of operations. The report is submitted to the Maryland Higher Education Commission (MHEC) each year. PAR indicators have universal statewide definitions.

This accountability reporting system has been in place since 1996, when it was implemented by MHEC. The reporting structure is based on requirements in the Maryland Higher Education Reorganization Act of 1988. At Montgomery College, the Office of Institutional Research and Effectiveness (OIRE) assumes the primary role for providing the quantitative content of the PAR and coordinating the contributions from administrative offices, individual campuses, and Workforce Development & Continuing Education.

In addition to narrative reporting on significant student characteristics and performance issues, community outreach efforts, use of public funding, and cost containment efforts, the report contains recent trend data on a number of specific quantitative indicators that reflect progress towards benchmarks set by the Board of Trustees on each indicator. MHEC considers the College's performance on these indicators as the primary component of assessing the institution's effectiveness, and, at the College, the president incorporates the PAR results in monitoring and assessing institutional performance on relevant internal dimensions, such as in the *Montgomery College 2020* "Performance Canvas."

Upon acceptance of the report by the Board of Trustees, the Performance Accountability Report will be submitted to the Maryland Higher Education Commission.

**RECOMMENDATION**

It is recommended that the Board of Trustees accept the 2019 Montgomery College Performance Accountability Report, and that the president be authorized to submit the report to the Maryland Higher Education Commission.

**BACKUP INFORMATION**

2019 Performance Accountability Report (Trustees only)

**RESPONSIBLE SENIOR ADMINISTRATOR**

Dr. Cain

**RESOURCE PERSON**

Dr. Blaylock

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

Resolution Number: **19-09-108**  
Adopted on: **9/23/2019**

Agenda Item Number: 10  
September 23, 2019

**Subject: Acceptance of the 2019 Performance Accountability Report**

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WHEREAS, The Maryland Higher Education Commission requires the submission of an annual Performance Accountability Report from the state's public colleges and universities; and

WHEREAS, The 2019 Montgomery College Performance Accountability Report contains the most recent data on the quantitative performance indicators, as well as a written discussion of the trends in the narrative portion of the report; and

WHEREAS, The College uses data in the Performance Accountability Report to assess progress on collegewide student success and to contemplate actions where appropriate; and

WHEREAS, The president recommends acceptance of the College's 2019 Performance Accountability Report; now therefore be it

Resolved, That the Board of Trustees accepts the 2019 Montgomery College Performance Accountability Report; and be it further

Resolved, That the president is authorized to submit the report to the Maryland Higher Education Commission.