



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

RECORD OF RESOLUTIONS

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

This meeting was held in-person and via Zoom webinar
Call-in: 1-301-715-8592 • Webinar ID: 940 9668 4583

October 16, 2023, 6:30 p.m.

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

Agenda Item Number: 5B
October 16, 2023

PERSONNEL ACTIONS CONFIRMATION REPORT

BACKGROUND

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

RECOMMENDATION

It is recommended that the Board adopt the attached report.

BACKUP INFORMATION

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

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Leitch Walker

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

Resolution Number: **24-10-010**
Adopted on: **10/16/2023**

Agenda Item Number: 5B
October 16, 2023

Subject: Personnel Actions Confirmation

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

WHEREAS, The attached summary indicates related personnel actions taken by the College during the period August 1, 2023, through August 31, 2023; and

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

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

Attachments

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From August 1, 2023, through August 31, 2023

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Department
08/07/2023	Bloomquist, Veronique	Data Entry Assistant	21	VP/Provost-Appl Tech, GITE & WDCE
08/07/2023	Jeanpierre, Beryllynn	Enrollment & Student Access Spec.	23	Raptor Central
08/07/2023	Muncy, George	Mental Health Services Program Mgr	31	CW Dean Stu Success – RV
08/07/2023	Ferguson, Brennan	Instructional Lab Coord	27	Engineering/Comp Science Dean
08/07/2023	Brant, Esther	Program Manager II	31	Health Sciences – TP/SS
08/07/2023	McDonnell, Ryan	Instructional Lab Coord	27	Fine Perform Visual Arts Dean
08/21/2023	Gill, Kyran	HVAC Mechanic I	21	Facilities Operations – RV
08/21/2023	Prifti, Ilir	Broadcast IT Engineer	31	MCTV10 - MCTV

STAFF SEPARATIONS

Effective Date	Name	Position Title	Grade	YOS	Department
08/04/2023	Bartolomeo, Jamin	Dean of Student Affairs	37	17	Sr. VP for Student Services
08/04/2023	Elam, Rodney M.	Annual Fund Manager	29	0*	Advancement – Development
08/07/2023	Canavan, Alastair	Library Access Service Spec.	17	0*	Library – Central Services
08/11/2023	Karim, Anwar Q.	Director III	39	10	OIT Central Administration
08/11/2023	Boyd, Nicholas A.	Recruit. & College Access Spec.	23	6	Student Recruitment & Outreach
08/18/2023	Beachy, Alice-Ann	Special Programs Coord.	31	1	WDCE Central Administration
08/24/2023	Pajak, Jessica	Instructional Associate	25	1	ELAP, Linguistics & Comm. Studies
08/25/2023	Phung, Christopher Tuan	Campus Police Officer	19	15	Pub. Safety, Health & Emerg. Manag. GT

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	1	2	0	0	0	0	3
Male	4	0	0	0	0	1	5
TOTAL	5	2	0	0	0	1	8

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	1	0	0	0	0	1	2
Male	2	2	0	2	0	0	6
TOTAL	3	2	0	2	0	1	8

¹ Retirement

* Less than one year

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From August 1, 2023, through August 31, 2023

FACULTY

FACULTY EMPLOYMENTS

Effective Date	Name	Position Title	Department
08/19/2023	Alby, Irene	Professor	Fine Perform Visual Arts Dean
08/19/2023	Ariguzo, Nneka	Assistant Professor	Health Sciences Dean
08/19/2023	Aygun, Huseyin	Professor	Engineering/Computer Science Dean
08/19/2023	Cherry, Melvina	Associate Professor	Health Sciences Dean
08/19/2023	Davis Mingot, Comfort	Associate Professor	English and Reading Dean
08/19/2023	De La Carrera, Bridget	Associate Professor	Biology and Chemistry Dean
08/19/2023	Friel, Brianna	Professor	English and Reading Dean
08/19/2023	Gang, Ella	Professor	Health Sciences Dean
08/19/2023	Garvey, Sharon	Professor	Health Sciences Dean
08/19/2023	Haines, Michelle	Professor	Health Sciences Dean
08/19/2023	Harges, Pierre	Professor	Health Sciences Dean
08/19/2023	Hingle, Aayushi	Assistant Professor	ELAP, Linguistics & Communications Studies
08/19/2023	Hunt, Veronica	Professor	Health Sciences Dean
08/19/2023	Kang, Mu Rim	Professor	GITE – Gudelsky Inst. Tech. Educ.
08/19/2023	Kark, Victoria	Professor	Health Sciences Dean
08/19/2023	Newcomer, Brandon	Assistant Professor	GITE – Gudelsky Inst. Tech. Educ.
08/19/2023	Wright, Jayme Sue	Assistant Professor	Health Sciences Dean

FACULTY SEPARATIONS

Effective Date	Name	Position Title	YOS	Department
08/19/2023	McCullough, Deborah ¹	Professor	19	CW Dean of Stu. Success – RV
08/19/2023	Schwanebeck, James G. ¹	Professor	36	Mathematics Dean
08/22/2023	Intondi, Vincent	Professor	10	Humanities Dean

FACULTY EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	8	4	0	1	0	0	13
Male	2	1	0	1	0	0	4
TOTAL	10	5	0	2	0	0	17

FACULTY SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	1	0	0	0	0	0	1
Male	2	0	0	0	0	0	2
TOTAL	3	0	0	0	0	0	3

¹ Retirement

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

Resolution Number: **24-10-011**
Adopted on: **10/16/2023**

Agenda Item Number: 5C
October 18, 2023

Subject: Retirement Resolution for Full-Time Faculty, Regular Administrative, Associate, and Support Staff

WHEREAS, Full-time faculty, regular administrative, associate, and support staff listed on the attached page(s) have retired from Montgomery College, and are being recognized for their years of service and dedication to the mission of the College; and

WHEREAS, These employees served Montgomery College with enthusiasm and dedication by making a significant contribution in empowering, and enriching the lives of our students, and the College community; and be it

WHEREAS, These employees have cumulatively provided 211 years of service and dedication to the College; and

Resolved, That members of the Board of Trustees, and the president of the College express their sincere appreciation to these employees for their outstanding service to the College and the community, and extend to them their best wishes that their retirement years be fulfilling and productive; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to the employees on the attached list.

**RETIREMENT RESOLUTION FOR FULL-TIME FACULTY, REGULAR
ADMINISTRATIVE, ASSOCIATE, AND SUPPORT STAFF**

NAME/JOB TITLE/ RETIREMENT DATE	CAMPUS/DEPARTMENT	YEARS OF SERVICE
Dr. Sanjay Rai Senior Vice President of Academic Affairs June 1, 2023	Central Services Academic Affairs	18
Ms. Joanne Carl Professor June 1, 2023	Rockville Fine Performing Arts Dean	20
Dr. Roseli Ejzenberg Professor June 1, 2023	Rockville ELAP, Linguistics and Communications Studies	30
Ms. Ever Grier Professor June 1, 2023	Rockville CW Dean of Student Success	30
Dr. Diane McDaniel Professor June 1, 2023	Rockville Engineering/Computer Science Dean	16
Ms. Betsy Robinson Professor June 1, 2023	Takoma Park/Silver Spring Health Sciences Dean	16
Mr. Shuping Wan Professor July 1, 2023	Rockville Humanities Dean	24
Ms. Heidi Russell-Kalkofen International Student Coordinator July 1, 2023	Germantown Records and Registration	19
Ms. Vera Lucia Rocha Program Assistant July 1, 2023	Rockville CEELS Dean WDCE	9
Ms. Diane Latham Administrative Aide III July 1, 2023	Central Services OIT Application Services	22
Mr. Wilfredo Aranda Building Service Worker Lead July 1, 2023	Rockville Facilities Operations	11

Ms. Jeana Beaulieu Administrative Aide III July 1, 2023	Rockville Distance Learning	32
Mr. Jeffery Bonnycastle IT Support Specialist July 1, 2023	Germantown OIT Academic Services	15
Ms. Lisa Renee Bouknight Program Assistant July 1, 2023	Takoma Park/Silver Spring Health Science Institute WDCE	13
Mr. Fritz Mirand Building Services Worker July 1, 2023	Takoma Park/Silver Spring Facilities Operations	17
Mr. Joseph O'Hare Job Opportunity and Development Specialist July 1, 2023	Takoma Park/Silver Spring CW Student Career Services	16
Ms. Mary Philbin Administrative Aide II July 1, 2023	Germantown Distance Learning	18
Mr. Edward Roberts Dean of Instruction July 1, 2023	Rockville GITE-Gudelsky Institute for Technical Education	30
Ms. Melissa Sprague Department Chair July 1, 2023	Takoma Park/Silver Spring Health Sciences Dean	16
Ms. Virginia Youngblood Administrative Aide III July 1, 2023	Takoma Park/Silver Spring Health Sciences Dean	9

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

Agenda Item Number: 6
October 16, 2023

**NAMING OF THE ANTHONY D'SOUZA READING LOUNGE,
TAKOMA PARK/SILVER SPRING CAMPUS LIBRARY**

BACKGROUND

As a former faculty member of the Takoma Park/Silver Spring Campus, Professor Anthony D'Souza taught philosophy and English at Montgomery College from 1991-2009. Leaving the priesthood in his native country, he came to the United States from India in 1971. Here, he built positive and lasting relationships with colleagues and students over his career.

Professor D'Souza's commitment to Montgomery College continued for many years after his retirement. He regularly visited the Takoma Park/Silver Spring Library as a life-long learner who enjoyed being on campus in a welcoming community.

In November 2022, Montgomery College Foundation received a gift commitment of \$20,000 from Professor D'Souza's son, Vijay, supporting the Friends of the Libraries Fund. This gift will support the library's ability to continue offering resources and services to Montgomery College students.

In recognition of the personal philanthropy of the D'Souza family, as well as the professional commitment of Professor Anthony D'Souza to the College's mission, it is proposed that the College name the Reading Lounge in the Takoma Park/Silver Spring Campus Library as the "Anthony D'Souza Reading Lounge."

RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed resolution to name the Anthony D'Souza Reading Lounge on the Takoma Park/Silver Spring Campus.

BACKUP INFORMATION

Board Resolution
Policy 74001–Naming Campuses, Facilities, Buildings, Rooms, and Institutes

RESPONSIBLE SENIOR ADMINISTRATORS

Dr. Campbell

RESOURCE PERSONS

Ms. Matthews
Mr. Saposnik

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

Resolution Number: **24-10-012**
Adopted On: **10/16/2023**

Agenda Item Number: 6
October 16, 2023

Subject: Naming of the Anthony D'Souza Reading Lounge, Takoma Park/Silver Spring Campus Library

WHEREAS, Montgomery College wishes to recognize and honor retired Professor Anthony D'Souza for his career at Montgomery College from 1991 to 2009, during which time he has positively influenced the lives of countless students; and

WHEREAS, Professor's D'Souza's son, Vijay D'Souza, donated \$20,000 to the Montgomery College Foundation Friends of the Libraries Fund in memory of his father; and

WHEREAS, Montgomery College determines that naming the Anthony D'Souza Reading Lounge in recognition of the D'Souzas' generosity is appropriate recognition for a gift at this level, combined with the years of service he spent educating Montgomery College students; and

WHEREAS, The president recommends this action; now therefore be it

Resolved, That the Board of Trustees approves the naming of the Anthony D'Souza Reading Lounge within the Takoma Park/Silver Spring Campus Library, in recognition of Professor D'Souza's professional commitment to the College's mission and his family's personal philanthropy in memory of their father.

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

Agenda Item Number: 7
October 16, 2023

**AWARD OF CONTRACT, CORPORATE CENTRAL DISPATCH MECHANICAL AND
ELECTRICAL INFRASTRUCTURE SYSTEMS, CENTRAL SERVICES BUILDING, BID 624-001**

BACKGROUND

Request:	Replace Life Safety diesel generator and renovate the Central Dispatch Center at the Central Services Building
Office/SVP Originating Request:	Senior Vice President for the Administrative and Fiscal Services and the Vice President of Facilities
Award Type:	Competitive
Bid Number:	624-001
Explanation of Request:	<p>The senior vice president for administrative and fiscal services and the vice president of facilities are requesting an award of contract to replace a diesel generator and add the existing fire pump to the new generator load, to support 24-hour emergency operation of the Central Dispatch Center at the Central Services building.</p> <p>Replacement is needed as the existing diesel generator is beyond its life expectancy. The new generator will provide 24-hour emergency operation of Security's Central Dispatch Center by supporting HVAC/ventilation and lighting requirements.</p>
Reason Being Brought to Board:	Board approval is required for bid 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 funds are available in the FY24 capital budget.
Dollar Amount:	\$713,700
Vendor Name:	Henley Construction Company, Inc.
Vendor Address:	7940 Queenair Drive Gaithersburg, Maryland 20879
Minority Status:	Non-minority**
Minority Classification:	N/A
Term of Contract:	One-time purchase

**Although recommended contract awardee is not a minority firm, it was committed to subcontracting 15% or \$107,055 of total contract value to minority business enterprises.

RECOMMENDATION

It is recommended that the Board of Trustees approve an award of contract for the renovation of the corporate central dispatch mechanical and electrical infrastructure systems at the Central Services Building, to Henley Construction Company, Inc. of Gaithersburg, Maryland, for a one-time purchase in the amount of \$713,700.

BACKUP INFORMATION

Board Resolution
Bid Summary (Board Members Only)
Bidders List (Board Members Only)
Policy 72001–Construction Projects

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Johnson
Mr. Mills

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

Resolution Number: **24-10-013**
Adopted on: **10/16/2023**

Agenda Item Number: 7
October 16, 2023

**Subject: Corporate Central Dispatch Mechanical and Electrical Infrastructure Systems,
Central Services Building, Bid 624-001**

WHEREAS, The senior vice president for administrative and fiscal services and the vice president of facilities are requesting an award of contract to renovate the corporate central dispatch mechanical and electrical infrastructure systems at the Central Services Building; and

WHEREAS, Replacement is needed as the existing diesel generator is beyond its life expectancy; and

WHEREAS, The director of procurement certifies that specifications were developed by appropriate College staff, and the chief business/ financial strategy officer certifies that planned expenditures are available in the FY24 capital budget; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311 (c), a request for proposal was issued on July 31, 2023, and posted on the Montgomery College Procurement and State of Maryland eMaryland Marketplace Advantage websites; and

WHEREAS, 34 firms downloaded the request for proposal, of which, nine were identified as minority business enterprises; and

WHEREAS, One response was received, read aloud, and recorded in the Office of Procurement, beginning at 2:00 p.m. on September 5, 2023; and

WHEREAS, After an evaluation of Part A (Contractor Qualification proposal) of sole bidder's submitted proposal, it was deemed qualified to have its price proposal opened and evaluated (Part B); and

WHEREAS, Following the evaluation of Part B, it was determined that pricing submitted by sole bidder Henley Construction Company, Inc. of Gaithersburg, Maryland, in the amount \$713,700, includes all necessary material and labor, meeting all College specification requirements; and

WHEREAS, This resolution aligns with Montgomery College Strategic Plan Goal 3: Enhance educational and organizational effectiveness; and

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

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

Resolved, That the Board of Trustees approve an award of contract to renovate the corporate central dispatch mechanical and electrical infrastructure systems at the Central Services building,

to Henley Construction Company, Inc. of Gaithersburg, Maryland, for a one-time purchase in the amount of \$713,700; and be it further

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