

*Montgomery College
Trustee Information
Program*

Personnel Profile

*Office of Human Resources
February 2008*

Index #2008.4.1

TRUSTEE INFORMATION PROGRAM
Montgomery College

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Executive Summary
Personnel Profile

Employment Profile

- In fall 2007, there were 1,661 regular and 49 temporary with benefit employees. This does not include those hired on a short-term temporary basis, part-time faculty or student employees. This was an increase of 270 employees compared to fall 2003 when the total was 1,440.
- The profile of employees is in three major job categories - staff, full-time faculty and administrators.
- There has been an increase in non-white representation in each job category.
- Female representation has increased in the faculty, staff and administrator categories.
- Over sixty three(63.5%) percent of administrative staff are over 50 years old; 53.5% of full-time faculty are over 50; 41.8% of associate and support staff are over 50. Both the administrator and staff categories increased, while the faculty category decreased 1.5% over the previous year.

Insurance and Retirement

- The College offers a generous benefits package which includes group insurance, retirement plans, group legal plan, recognition awards, education assistance, tuition waiver (employee & dependant), various leave programs, reimbursement accounts and wellness.
- Approximately 4.9% of the operating budget was spent on employee group insurance. This includes health, dental, life, accidental death & dismemberment (AD&D), and long term disability (LTD) insurance.
- An average of \$5,549 per position was spent on group insurance in FY2007, representing a 9.5% increase over FY2006.
- Regular employees are enrolled in one of three retirement plans. Overall, over 45% of our faculty and 35% of our staff (40% and 38% respectively in 2006), which includes administrative, associate and support staff, are eligible to retire in the next 5 years.
- The College and plan participants each save approximately \$56,000 per year in FICA taxes as a result of employee contributions to the Health Care and Dependent Care Reimbursement Accounts.
- Effective July 1, 2006, the Maryland State Retirement Agency implemented an enhanced Teachers Pension Plan which increased the service multiplier from 1.4 to 1.8 for service on or after 7/1/98. The current 4% employee contribution will increase to a 5% contribution in FY09.
- Effective January 1, 2008 part-time faculty and temporary employees were eligible to participate in the Supplemental Retirement Annuity programs.
- Almost 51% of our employees take advantage of the College's Supplemental Retirement Annuity programs and save funds for retirement on a pre-tax basis.
- As a result of a joint competitive bid process with the other County funded agencies for medical and prescription drug coverage, we will be recognizing significant savings, estimated at 15%, in the administrative fees beginning January 1, 2008, with a 3-year guarantee.
- Additionally, through our own competitive bid process, we will recognize significant savings, estimated at 18%, in the administrative fees for our self-insured dental plan and an average of 25% savings for the life, LTD, and fully-insured dental programs.

TRUSTEE INFORMATION PROGRAM
Montgomery College

Index #2008.4.1

Executive Summary
Personnel Profile

Discussion and Implications

The 18.75% increase in full-time employees over the past five years has considerable implications for an array of College resources. In addition to increased salary and fringe benefit costs, the increases necessitate additional support in the provision of services by Human Resources, Payroll, Procurement, Equity & Diversity, Information Technology, and others. In addition, these increases impact facilities use and parking.

The increase and projected continued increase in retirements among faculty and staff will pose substantial challenges for the College and warrant additional efforts in workforce planning, succession planning, mentoring, etc. A Collegewide advisory committee has been established to review data and make recommendations concerning workforce planning and succession management. An update was prepared in the fall 2007. This effort needs to be folded into the planning and evaluation processes to ensure success.

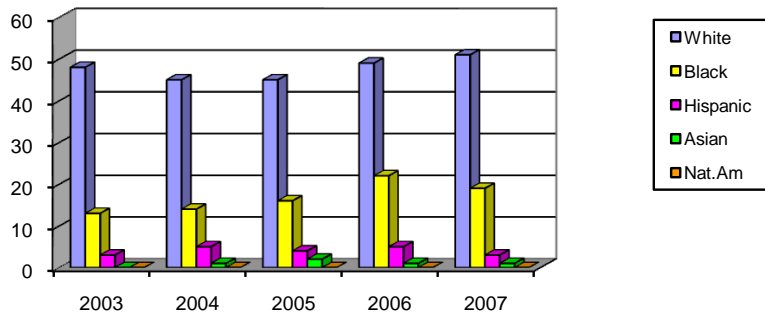
Nonwhite representation across all categories of employees has increased from 38.4% to 42.9% over the five years included in this report -- a 32.5% increase in nonwhite employees. The Performance Accountability Report (PAR) indicator 15 (minority percent of full-time faculty) is less than 1% from the benchmark of 30% and indicator 16 (percent minorities of full-time administrative and professional staff), is on target to meet the benchmark of 39% for 2010, rising from 35.4% in fall 2005 to 37.8% in fall 2007.

TRUSTEE INFORMATION PROGRAM
Montgomery College

Index #2008.4.1

Administrative Staff

Administrative Staff Ethnicity Profile



- * From 2003 to 2007, there has been almost a 16% increase in administrative staff employees. The 2007 figure includes 7 employees on temporary assignments.
- * The non-white administrative staff has increased from 25% of the total in 2003 to over 31% of the total in 2007.
- * Female representation has increased from 55% in 2003 to 58% in 2007.

	White	Black	Hispanic	Asian	Nat. Am	Total	Male	Female
2003	48	13	3	0	0	64	29	35
2004	45	14	5	1	0	65	33	32
2005	45	16	4	2	0	67	33	34
2006	49	22	5	1	0	77	35	42
2007	51	19	3	1	0	74	31	43

- * There were 12 administrative separations in 2007.

**Administrative Staff
Age and Years of Service in '07**

	Years of Service						Total
	Less than 10	10 - 14	15 - 19	20 - 24	25 - 29	30 or more	
Age	36	1					1
6	36 - 40	1	1	1			3
1	41 - 45	10		1			11
2	46 - 50	9		2	1		12
0	51 - 55	6	2	2	3	2	15
0	56 - 60	7	2	2	2	3	18
7	61 - 65	4	2	2	1		12
	66 and greater		1			1	2
Total	38	8	10	7	5	6	74

- * 62%(46) of administrative staff have less than 15 years of service.
- * 15%(11) have 25 or more years of service.
- * 20%(15) are less than 46 years of age.
- * 36%(27) of administrative staff are between 46 and 55 years of age.
- * 16%(12) are over 55 and have 20 or more years of service.
- * 19%(14) of administrators are over 60 years old.

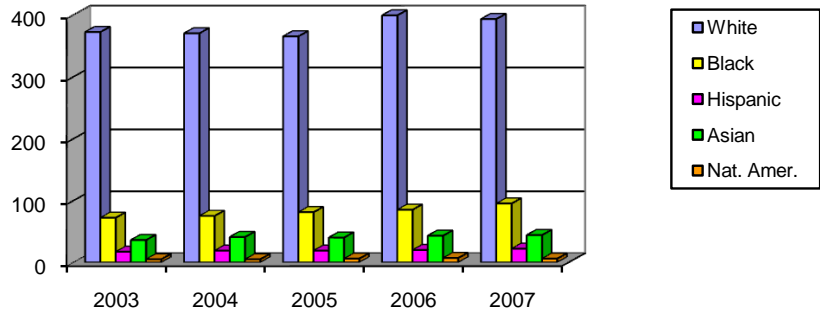
*Years Of Service - Complete years of creditable service as of December 31, 2007.
May include early service in the Public School System.

TRUSTEE INFORMATION PROGRAM
Montgomery College

Index #2008.4.1

Full-Time Faculty

Full-Time Faculty Ethnicity Profile



* Full-time faculty has increased from 502 in 2003 to 560 in fall 2007, a 12% increase.

* Non-white faculty represented about 26% of the faculty in 2003. In 2007 that percentage rose to almost 30%, nearly reaching the PAR indicator of 30%

* From 2003 to 2007 female faculty employees have increased from 55% of the total faculty to 57%.

* There were 67 faculty separations in 2007. Of those, 14 were normal retirements.

	White	Black	Hispanic	Asian	Nat.Am	Total	Male	Female
2003	372	72	17	36	5	502	225	277
2004	370	75	19	41	5	510	223	287
2005	365	81	19	40	6	511	225	286
2006	399	85	20	43	7	554	238	316
2007	393	95	22	44	6	560	241	319

**Full-Time Faculty
Age and Years of Service in '07**

	Years of Service							Total
	Less than 10	10 - 14	15 - 19	20 - 24	25 - 29	30 or more		
Less than 36	49						49	
36 - 40	63	5					68	
41 - 45	45	14	5	1			65	
46 - 50	55	11	8	4			78	
51 - 55	39	11	20	10	4	2	86	
56 - 60	38	18	21	11	9	3	100	
61 - 65	16	9	15	8	4	25	77	
66 and greater	10	2	7	3	7	8	37	
Total	315	70	76	37	24	38	560	

- * 69%(385) of faculty have less than 15 years of service.
- * 11%(62) have 25 or more years of service.
- * 33%(182) are less than 46 years of age.
- * 29%(164) are between 46 and 55 years of age.
- * 14%(78) are over 55 and have 20 or more years of service.
- * 20%(114) are over 60 years old.

*Years Of Service - Complete years of creditable service as of December 31, 2007.
May include early service in the Public School System.

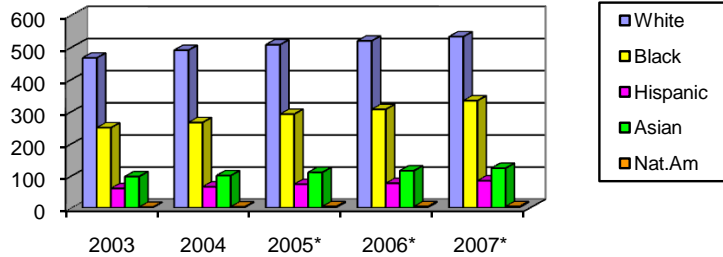
TRUSTEE INFORMATION PROGRAM
Montgomery College

Index #2008.4.1

Employee Profile - Associate and Support Staff

Associate & Support Staff Ethnicity Profile

- * From 2003 to 2007 there has been a 23% increase in staff employees.
- * Non-white staff representation increased from 47% in 2003 to over 50% in 2007.
- * In 2007 there were 81 staff separations. Retirements accounted for 15 of the total.
- * Included in the total for 2007 are 49 temporary with benefit employees. These positions are not included as regular budgeted positions, but are grant funded or meet temporary needs.



	White	Black	Hispanic	Asian	Nat.Am	Total	Male	Female
2003	466	249	60	97	2	874	371	503
2004	490	265	65	100	3	923	391	532
2005*	507	291	73	110	4	985	411	574
2006*	519	306	76	115	4	1020	423	597
2007*	532	333	84	123	4	1076	438	637

*Includes temporary with benefit employees.

**Associate & Support Staff
Age and Years of Service in '07**

*Includes 49 temporary with benefits employees.

	Years of Service						Total
	Less than 10	10 - 14	15 - 19	20 - 24	25 - 29	30 or more	
Less than 36	164	10					174
36 - 40	89	12	12	1			114
41 - 45	104	17	16	15	2		154
46 - 50	114	20	19	23	7	1	184
51 - 55	99	24	19	22	10	17	191
56 - 60	68	11	19	21	16	21	156
61 - 65	28	10	7	14	5	12	76
66 and greater	6	5	5	2	4	5	27
Total	672	109	97	98	44	56	1076

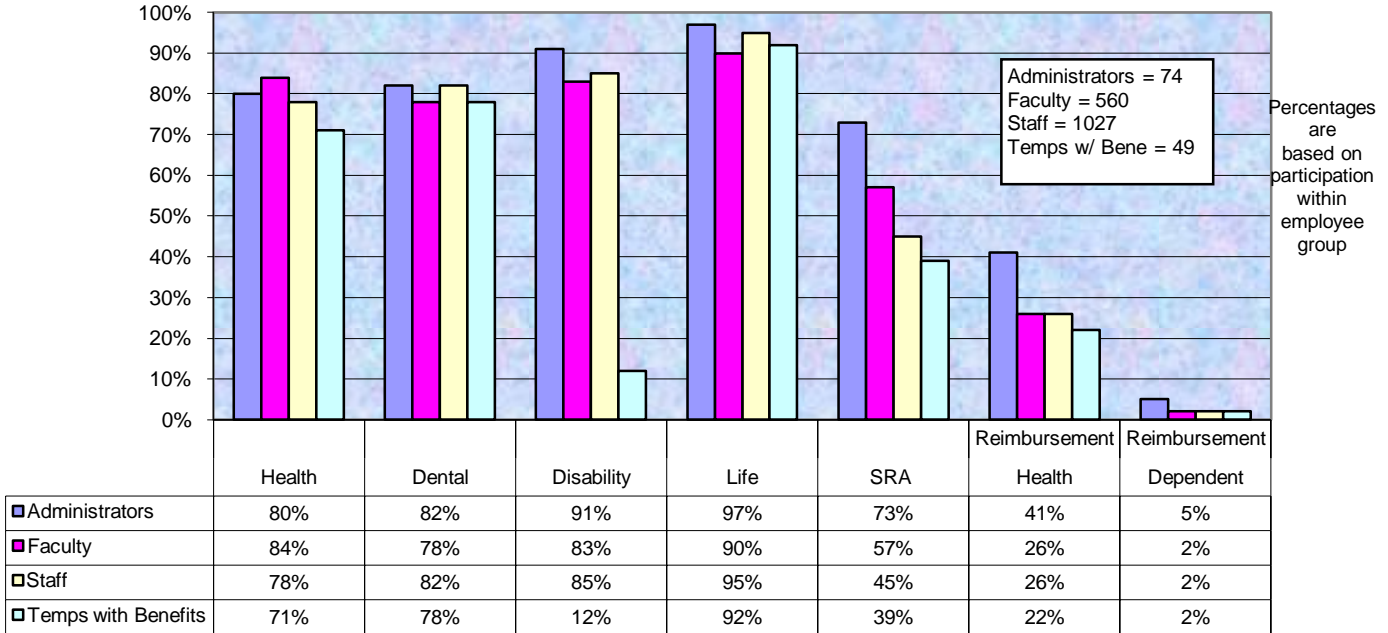
- * 72%(781) of staff employees have less than 15 years of service.
- * 9%(100) have 25 or more years of service.
- * 41%(442) are less than 46.
- * 35%(375) are between 46 and 55 years of age.
- * 9%(100) are over 55 and have 20 or more years of service.

*Years Of Service - Complete years of creditable service as of December 31, 2007
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Trustee Information Program
Montgomery College

Index # 2008.4.1

Group Insurance Information
Fall 2007



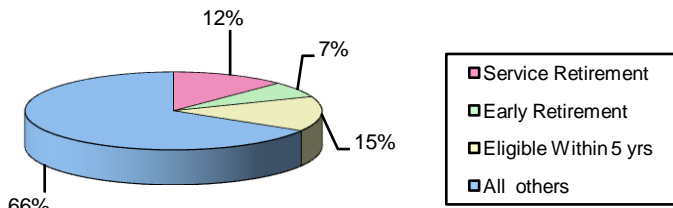
* Montgomery College offers:

- Three Health Plan options
 - * Indemnity/Preferred Provider Plan, Group Model HMO, HMO/Point of Service Plan
 - * The college contributes 75% of the total cost.
- Two Dental Plan options
 - * Indemnity/Preferred Provider Plan, Dental Maintenance Plan
 - * The college contributes 75% of the total cost.
- Life, Accidental Death & Dismemberment, Long Term Disability Coverage
 - * The college contributes 75% of the total cost of each of the above.
- Four Supplemental Retirement Annuities(SRA)
 - * TIAA/CREF, Aetna, Equitable, Valic
 - * Effective 1/1/2008, these plans became available to part-time faculty and casual temporaries.
- Reimbursement Accounts
 - * Health and Dependent Care Reimbursement Accounts
 - Funds withheld on a pre-tax basis to pay for unreimbursed medical and dependent care expenses. These funds are exempt from federal, state and FICA taxes.
- Vision Care and Group Legal coverage are available to employees paying 100% of the total cost.

Montgomery College

Retirement Eligibility Profile
as of July 2007

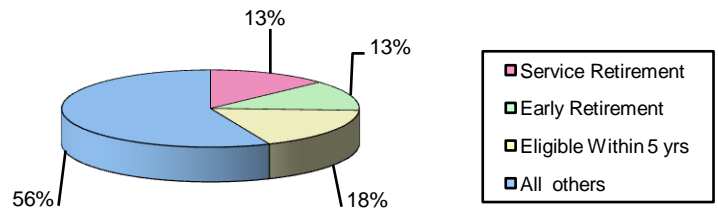
Teachers/Employees Pension Plan



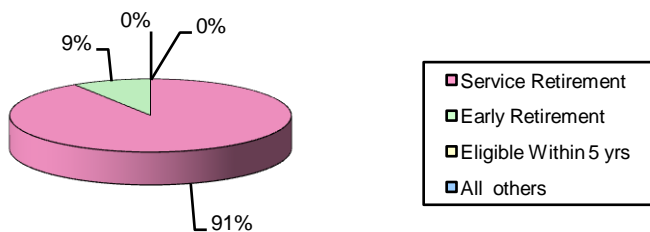
- * Defined Benefit Plan
- * Effective 1/1/80
- * Mandatory 3% contribution
- * Service retirement at age 62 or 30 years of service
- * Early retirement at 55 with 15 years of service
- * COLA included after retirement
- * Includes a death benefit and disability provision
- * 1060 plan participants

Optional Retirement Plan

- * Defined contribution plan
- * 7.25% state contribution
- * Option available to professional staff/administrators and faculty
- * Self directed investment options
- * No provisions for disability
- * 581 plan participants.



Teachers/Employees Retirement Plan



- * Defined Benefit Plan
- * Enrollment limited to employment before 1/1/80
- * Mandatory 5% or 7% contribution
- * Service retirement at age 60 or 30 years of service.
- * Early retirement at 25 years of service
- * COLA included after retirement
- * Includes death benefit and disability provision
- * 44 plan participants