



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

AUDIT COMMITTEE MEETING AGENDA

[Zoom link to view Public Meeting](#) • 301-715-8592 • Webinar ID: 979 0130 5879

BOARD OF TRUSTEES

Wednesday, January 26, 2022

Michael J. Knapp
Chair
TERM ENDS JUNE 30, 2024

6:15 p.m.

Michael A. Brintnall, Ph.D.
First Vice Chair
TERM ENDS JUNE 30, 2023

Frieda K. Lacey, Ed.D.
Second Vice Chair
TERM ENDS JUNE 30, 2024

Gloria Aparicio Blackwell
TERM ENDS JUNE 30, 2026

Kenneth J. Hoffman, M.D.
TERM ENDS JUNE 30, 2023

Omar A. Lazo
TERM ENDS JUNE 30, 2027

Robert F. Levey
TERM ENDS JUNE 30, 2025

Maricé I. Morales
TERM ENDS JUNE 30, 2025

Marsha Suggs Smith
TERM ENDS JUNE 30, 2022

Evan J. Wellek
Student Trustee
TERM ENDS JUNE 30, 2022

INTERIM PRESIDENT AND SECRETARY-TREASURER

Charlene M. Dukes, Ed.D.

1. Call to Order of the Audit Committee
2. Roll Call..... Procedural
3. Approval of Agenda Procedural
4. Review of Audited Financial Statements for June 30, 2021, and 2020Report
Ms. Chrissy Bowman, Principal, CLA
5. Recommendation of the Audit Committee Action
6. Adjournment of the Audit Committee Procedural

Background Documents (Board Members only)

Audited Financial Statements for June 30, 2021, and 2020
Annual Financial Report to MHEC (CC-4)
Single Audit Extension Letter
Auditor's Letter to Montgomery College- GOV
Auditor's Letter to Montgomery College-Internal Controls
Auditor's Letter to Montgomery College-Management Letter

NOTICES

BOARD OF TRUSTEES INFORMATION. The Board's meeting schedule, agendas, meeting minutes, and records of resolutions are available at www.montgomerycollege.edu/bot.

WRITTEN COMMENTS. The Board of Trustees welcomes written comments, which can be sent to trustees@montgomerycollege.edu or to Montgomery College, 9221 Corporate Blvd, Rockville, Maryland 20850, ATTN: Board of Trustees.

ALTERNATIVE AGENDA FORMAT. This agenda is available in an alternative format upon request, in accordance with the Americans with Disabilities Act, by contacting 240-567-5272 or trustees@montgomerycollege.edu at least two weeks prior to the scheduled board meeting.

COMMUNICATIONS ACCOMMODATIONS. For special accommodations in communicating with the Board, contact 240-567-5272 or trustees@montgomerycollege.edu.



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

PUBLIC BOARD MEETING AGENDA

[Zoom link to view Public Meeting](#) • 301 715 8592 • Webinar ID: 979 0130 5879

BOARD OF TRUSTEES

Wednesday, January 26, 2022

6:30 p.m.

Michael J. Knapp

Chair

TERM ENDS JUNE 30, 2024

Michael A. Brintnall, Ph.D.

First Vice Chair

TERM ENDS JUNE 30, 2023

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TERM ENDS JUNE 30, 2025

Marsha Suggs Smith

TERM ENDS JUNE 30, 2022

Evan J. Wellek

Student Trustee

TERM ENDS JUNE 30, 2022

INTERIM PRESIDENT AND SECRETARY-TREASURER

Charlene M. Dukes, Ed.D.

1. Call to Order Procedural
2. Roll Call..... Procedural
3. Approval of Agenda Procedural
4. Public Hearing of the FY23 Proposed Operating Budget..... Information
5. Approval of Minutes Action
 - A. December 13, 2021 Public Vote and Closed Session Minutes
 - B. December 13, 2021 Public Meeting
 - C. December 16, 2021 Public Vote and Closed Session Minutes
6. Reports Information
 - A. President's Report (Dr. Charlene M. Dukes)
 - B. Chair's Report (Mr. Michael J. Knapp)
 - C. Budget and Financial Sustainability Committee (Trustee Marsha Suggs Smith)
 - D. FY22 Second Quarter Financial Summary Report (Mr. Sherwin Collette)
7. Consent Agenda Action
 - A. Personnel Actions Confirmation Report
 - B. Annual Status Report of the Capital Improvement Projects and Technical Update to the 2013 to 2023 Facilities Master Plan for the Maryland Higher Education Commission
8. Budget Matter Action

The Proposed FY23 Current, Enterprise, and Other Funds Budgets
9. Collective Bargaining Action

Memorandum of Agreement-Collective Bargaining Agreement between Montgomery College and the Montgomery College Chapter of the American Association of University Professors (AAUP)

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10. Regulatory Matter Action
- The Montgomery College Audited Financial Statements for Year Ended
June 30, 2021 and 2020
11. New Business Procedural
12. Trustee Comments Procedural
13. Adjournment..... Procedural
-

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

Agenda Item Number: 7A
January 26, 2022

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:
Adopted on:

Agenda Item Number: 7A
January 26, 2022

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 November 1, 2021, through November 30, 2021; 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 November 1, 2021, through November 30, 2021

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Department
11/15/2021	Ahsan, Nabila	Student Services Coord	17	WDCE Central Administration
11/13/2021	Amalage Don, Chinthaka	Public Safety Officer II (CPL)	15	Public Safety – RV
11/15/2021	Anaya, Katherine I	Enroll & Student Access Specialist	23	CW Raptor Central
11/15/2021	Aultman, Amber	Library Access Serv Spec I	17	Library – RV
11/15/2021	Bangura, Mohamed	Building Services Worker	11	Facilities Operations – RV
11/15/2021	Brown, Lesley J	Interim Library Assoc Director	33	Library – TP/SS
11/15/2021	Castellon, Maria E	Building Services Worker	11	Facilities Operations – RV
11/15/2021	Farahati, Amanda	Library Access Serv Spec I	17	Library – GT
11/15/2021	Hagos, Girma A	MCTV Producer Director I	25	MCTV10 – MCTV
11/15/2021	Lee Marquis	Program Coordinator	23	CEELS Dean WDCE
11/15/2021	Loy, Julie A	Librarian I	27	Library – TP/SS
11/15/2021	Lubkans, Nick	Grounds Maintenance Worker	15	Facilities Operations – RV
11/15/2021	Pajak, Jessica	Instructional Associate	25	ELAP, Linguistics & Comm Studies
11/15/2021	Persaud, Devika	Building Services Worker	11	Facilities Operations – GT
11/15/2021	Pullum, Stephen J	Grounds Maintenance Worker	15	Facilities Operations – GT
11/15/2021	Seamans, Everett W	Library Access Serv Spec I	17	Library – RV
11/18/2021	Smith, Michael J	Director II	37	VP/Provost – STEM
11/15/2021	Villatoro, Ney Esperanza	Building Services Worker	11	Facilities Operations – GT
11/01/2021	Williams, Shandra E	Enroll & Student Access Spec	23	Records & Registration
11/15/2021	Yost, Kayla	Event Coordinator	23	Student Life - GT

STAFF SEPARATIONS

Effective Date	Name	Position Title	Grade	YOS	Department
11/02/2021	Adams, Chrishelle C	Facilities Materials Spec	21	2	Facilities Operations – RV
11/19/2021	Andre, Jerome	Financial Records Supervisor	23	16	WDCE Central Administration
11/26/2021	Bonvillain, Christopher	Public Safety Shift Supv (SGT)	25	4	Public Safety – Central
11/19/2021	Bright, Debra A	Assoc Dean of Student Affairs	35	14	CW Dean Stu Success-RV
11/05/2021	Doye, Roxanne ¹	Library Access Services Spec I	17	16	Library – TP/SS
11/12/2021	Granados, Oscar	Financial Aid Assistant	21	3	Financial Aid
11/05/2021	Hernandez, Rosa A	Accountant II	27	2	Business Services
11/30/2021	Liverpool-Davis, Paula ¹	Administrative Aide II	19	28	Business/Computer Appl Dean
11/26/2021	Moore, Thomas ¹	Network Services Specialist	23	23	OIT Engineering Services
11/30/2021	Ray, James A ¹	Mgr, Pubic Safety & Emer Mgmt	31	26	Public Safety - GT
11/30/2021	Robertson, Jodi R ¹	Administrative Aide II	19	24	CW Dean Stu Success – RV Stu Services
11/12/2021	Moyer, Alexander M	Librarian LL	29	10	Library – GT
11/12/2021	Tzortzinis, Christina	Academic Coach	27	2	ACES-Achiev College Excell & Success

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Haw-PI	TOTAL
Female	4	2	3	3	0	0	12
Male	4	3	0	1	0	0	8
TOTAL	8	5	3	4	0	0	20

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Haw-PI	TOTAL
Female	2	4	1	0	0	0	7
Male	5	0	1	0	0	0	6
TOTAL	7	4	2	0	0	0	13

¹ Retirement

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From November 1, 2021, through November 30, 2021

FACULTY

FACULTY EMPLOYMENTS: NONE

FACULTY SEPARATIONS: NONE

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 7B
January 26, 2022

**THE ANNUAL STATUS REPORT OF THE CAPITAL IMPROVEMENT PROJECTS AND
TECHNICAL UPDATE TO THE 2013 TO 2023 FACILITIES MASTER PLAN FOR THE
MARYLAND HIGHER EDUCATION COMMISSION**

BACKGROUND

The Board of Trustees approved and adopted the 2013 to 2023 Collegewide Facilities Master Plan (FMP) and approved its transmittal on February 1, 2016, under resolution 16-01-003 to the Maryland Higher Education Commission (MHEC), the Department of Budget and Management (DBM), the Department of General Services (DGS), and the Department of Planning (MDP). On December 12, 2016, the Board approved resolution 16-12-139, which included the acquisition of a building to centralize and consolidate Central Services (CT) in a new location, and, on June 25, 2018, the Board approved resolution 18-06-042, to report on the status of projects in the current Capital Improvements Program (CIP). This approval included several deferred maintenance projects deemed eligible for the Facilities Renewal Grant Program signed in to law by the Governor of Maryland on May 15, 2018.

Montgomery College did not submit an update for fiscal year 2019 because the 2013 to 2023 FMP was still on track.

The Board of Trustees approved and adopted an Annual Status Report of the CIP and Technical Update to the 2013 to 2023 FMP on January 29, 2020, under resolution 20-01-009 to report on the status of the projects in the current CIP, updates to deferred maintenance projects, and proposed changes to accommodate new programs in partnership with Montgomery County Public Schools (MCPS).

The Board of Trustees approved and adopted an Annual Status Report of the CIP and Technical Update to the 2013 to 2023 FMP on February 1, 2021, under resolution 21-01-003, to report on the status of the projects in the current CIP, provide updates to deferred maintenance projects, and proposed changes to include the Pinkney Innovation Complex for Science and Technology on the Germantown Campus, Rockville Macklin Tower Library Renovation on the Rockville Campus and, the Takoma Park/Silver Spring Resource Center Library Renovation on the Takoma Park/Silver Spring Campus.

The approved and adopted plan must be updated annually per Code of Maryland Regulations (COMAR) 13B.07.04.02, which states "Each college shall develop and submit by February 1 of each year a facilities master plan or update to the current facilities master plan which supports the college's role and mission."

This update to the plan serves a dual purpose. First, it is a report on the status of the projects in the current CIP and second, it includes proposed changes to the FMP.

Status of the Plan Projects includes: (a) Phase 1 – Science and Applied Studies Building

Renovation and Addition (new name: Dr. DeRionne P. Pollard Student Affairs and Science Building), the New Student Services Center, and the Pinkney Innovation Complex for Science and Technology (PIC MC) on the Germantown Campus; (b) the Long Nguyen and Kimmy Duong Student Services Center, and Macklin Tower Library Renovation on the Rockville Campus; (c) the Math and Science Center Building (new name: Catherine and Isiah Leggett Math and Science Building); and, (d) the Resource Center Library Renovation on the Takoma Park/Silver Spring Campus.

Proposed changes to the FMP include the East County Education Center and New Campus, the IgnITE Hub located in the Mannakee Building, and the Theatre Arts Building Renovation, which are located on the Rockville Campus.

RECOMMENDATION

It is recommended that the Board of Trustees approve the update to the approved and adopted 2013 to 2023 Collegewide FMP, and that the interim president or her designee transmit it to MHEC, DBM, DGS, and MDP on or before February 1, 2022.

BACKUP INFORMATION

Board Resolution
2013 to 2023 Collegewide FMP Update

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Mr. Mills

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

Resolution Number:
Adopted on:

Agenda Item Number: 7B
January 26, 2022

**Subject: The Annual Status Report of the Capital Improvement Projects and
Technical Update to the 2013 to 2023 Facilities Master Plan for the Maryland
Higher Education Commission**

WHEREAS, In accordance with COMAR, MHEC requires (COMAR 13B.07.04.02) that each community college prepare a facilities master plan as the foundation of a sound capital budget process for the purpose of establishing a framework for the orderly development of all capital improvements to support the role and mission of the institution, and that institutions regularly review the plans and update them “whenever major changes occur to the role and mission statements, or other plan components which have significant facilities implications”; and

WHEREAS, The update to the plan is a report on the status of the projects in the current CIP, which includes several deferred maintenance projects and introduces proposed changes to accommodate new programs in partnership with MCPS; and

WHEREAS, On February 1, 2016, under resolution 16-01-003, the Board of Trustees approved and adopted the 2013 to 2023 Collegewide FMP that has guided the development of the College since that time; and

WHEREAS, On December 12, 2016, under resolution 16-12-139, the Board of Trustees approved and adopted an amendment to the 2013 to 2023 Collegewide FMP to include the acquisition of a building to centralize and consolidate Central Services in a new location – Central Services (CT); and

WHEREAS, On June 25, 2018, under resolution 18-06-042, the Board of Trustees approved and adopted an Annual Status Report of the CIP and Technical Update to the 2013 to 2023 FMP to report on the status of the projects in the current CIP and to include several deferred maintenance projects so that they may be deemed eligible for the Facilities Renewal Grant Program that was signed into law by the Governor of Maryland on May 15, 2018; and

WHEREAS, Montgomery College did not submit an update for fiscal year 2019 because the 2013 to 2023 FMP was still on track; and

WHEREAS, On January 29, 2020, under resolution 20-01-009, the Board of Trustees approved and adopted an Annual Status Report of the CIP and Technical Update to the 2013 to 2023 FMP to report on the status of the projects in the current CIP, updates to deferred maintenance projects, and to include proposed changes to accommodate new programs in partnership with MCPS; and

WHEREAS, On February 1, 2021, under resolution 21-01-003, to report on the status of the projects in the current CIP, to provide updates to deferred maintenance projects, and to include

proposed changes to include the Pinkney Innovation Complex for Science and Technology on the Germantown Campus, Rockville Macklin Tower Library Renovation on the Rockville Campus and, the Takoma Park/Silver Spring Resource Center Library Renovation on the Takoma Park/Silver Spring Campus; and

WHEREAS, The vice president of facilities requests approval of the update to the approved and adopted 2013 to 2023 Collegewide FMP; and

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

Resolved, That the Board of Trustees approves the update to the approved and adopted 2013 to 2023 Collegewide FMP; and be it further

Resolved, That the interim president or her designee are authorized to transmit the update to the 2013 to 2023 Collegewide FMP to MHEC and other state agencies as required.



Approved and Adopted 2013 to 2023 Facilities Master Plan Update



Takoma Park/Silver Spring Catherine and Isiah Leggett Math and Science Building Rendering

February 1, 2022

FY22 Montgomery College Board of Trustees

The Honorable Michael J. Knapp, *Chair*

Dr. Michael A. Brintnall, *First Vice Chair*

Dr. Frieda K. Lacey, *Second Vice Chair*

Ms. Gloria Aparicio Blackwell

Dr. Kenneth J. Hoffman

Mr. Omar A. Lazo

Mr. Robert F. Levey

The Honorable Maricé I. Morales

Ms. Marsha Suggs Smith

Mr. Evan J. Wellek

Dr. Charlene M. Dukes, *Interim President and Secretary-Treasurer*

MISSION, VISION, AND VALUES

More than just words, our mission, vision, and values reflect, in an inspiring way, who we are as an institution and why we are so dedicated to our students and their success. These aspirational standards set our priorities and drive our actions every day.

OUR MISSION: We empower our students to change their lives, and we enrich the life of our community. We are accountable for our results.

OUR VISION: With a sense of urgency for the future, Montgomery College will be a national model of educational excellence, opportunity, and student success. Our organization will be characterized by agility and relevance as it meets the dynamic challenges facing our students and community.

OUR VALUES: EXCELLENCE * INTEGRITY * INNOVATION * EQUITY AND INCLUSION * STEWARDSHIP * SUSTAINABILITY

Montgomery College has grown into an institution where radical inclusion—that is, deeply rooted values of welcoming all individuals who seek higher education or continuing education—is an essential element of our identity. By intentionally cultivating our campuses as places where equal opportunity flourishes, we have advanced our own educational mission, contributed to the aspirations of Montgomery County, and added to the vision of our nation.

We are here to ensure that every student—regardless of ability, background, economic status, race, or age—has access to higher education. One of our main challenges is to focus on equity in success. This means that we provide all students, including those from disadvantaged backgrounds who typically don't perform as well in college, with the assistance, opportunities, and tools not just to attend college but to effectively reach their goals. Our job is to ensure that everyone has the ability to achieve success by redesigning our institutions for those outcomes.

Montgomery College faculty and staff have gone to great lengths to create robust learning environments where all persons feel safe voicing their perspectives and where intellectual rigor is the basis for engaging across difference. The College will continue to affirm the rights of all persons to study and pursue opportunity through education, free from fear and distraction. Our institution will continue to be a place where diversity thrives and where difference is celebrated.

EXECUTIVE SUMMARY

INTRODUCTION TO ANNUAL UPDATE

This document is submitted as the 2020–2021 update to the Montgomery College 2013 to 2023 Facilities Master Plan (FMP) (approved and adopted by the Board of Trustees on February 1, 2016) under resolution 16-01-003. The general intent, scope, and structure of the FMP remain unchanged. Current and projected data for students, employees, and facilities will be evaluated during the comprehensive FMP update to be submitted for the next major planning period 2023 to 2033. Data collection and analysis for this period will commence in three years.

This document provides the current status of projects under the Community College Construction Grant Program, deferred maintenance projects under the Community College–Facilities Renewal Grant Program, and proposes “vacancy backfill projects” to accommodate new programs in partnership with Montgomery County Public Schools. (MCPS)

PREVIOUS BOARD ACTIONS

The board approved and adopted the 2013 to 2023 Collegewide FMP on February 1, 2016, under resolution 16-01-003. The FMP is a data-informed and people-driven plan to guide development over the 10-year planning period and the 20-year land use period. The FMP is a process closely integrated with the Academic Master Plan (AMP). Both the AMP and FMP rely heavily on current data and projected data as the basis for their respective plans. Data about students, employees, and existing facilities is collected and analyzed to justify major renovations and new construction in the FMP.

The board approved and adopted the Amendment to the 2013 to 2023 collegewide FMP on December 12, 2016, under resolution 16-12-139, which justified the acquisition of a new location for administrative units of the College. The administrative units were located in the Mannakee Building on the Rockville Campus and in leased buildings at the West Gude Business Park and at Metro Park North. The leases were expiring so the College undertook a market analysis and determined that acquisition of a new building to house administrative units would be prudent at that time given the current low financing rates. The acquisition is projected to save the College several million dollars over 10 years and demonstrates a high level of fiscal stewardship.

The board approved and adopted an Annual Status Report of the Capital Improvement Projects (CIP) and Technical Update to the 2013 to 2023 FMP on June 25, 2018, under resolution 18-06-042, to report on the status of the projects in the current CIP and to include several deferred maintenance projects so they may be deemed eligible for the Facilities Renewal Grant Program signed into law by the governor on May 15, 2018.

Montgomery College did not submit an update for fiscal year 2019 because the 2013 to 2023 FMP was still on track.

The board approved and adopted an Annual Status Report of the CIP and Technical Update to the 2013 to 2023 FMP on February 1, 2020, under resolution 20-01-009, to report on the status of the projects in the current CIP, to provide updates to deferred maintenance projects, and to include changes to accommodate new programs in partnership with MCPS.

The board approved and adopted an Annual Status Report of the CIP and Technical Update to

the 2013 to 2023 FMP on February 1, 2021, under resolution 21-01-003, to report on the status of the projects in the current CIP, to provide updates to deferred maintenance projects, and to include proposed changes to include the Pinkney Innovation Complex for Science and Technology on the Germantown Campus, the Macklin Tower Library Renovation on the Rockville Campus, and the Resource Center Library Renovation on the Takoma Park/Silver Spring Campus.

PROPOSED UPDATE TO FMP

This Annual Status Report of the CIP and Technical Update to the 2013 to 2023 FMP serves a dual purpose. First, it is a report on the status of the projects funded in the current CIP and second, it includes changes to projects in the FMP. Listed below is a status of current projects and new projects amending the plan.

Status of Plan Projects:

Germantown Campus

- Phase 1–Science and Applied Studies Building Renovation (new name Dr. DeRionne P. Pollard Student Affairs and Science Building)
- Pinkney Innovation Complex for Science and Technology at Montgomery College (PIC MC)
- Student Services Center

Rockville Campus

- Long Nguyen and Kimmy Duong Student Services Center
- Macklin Tower Library Renovation

Takoma Park/Silver Spring Campus

- Math and Science Center Building (new name Catherine and Isiah Leggett Math and Science Building)
- Resource Center Library Renovation

New Projects Amending the FMP:

- East County Education Center and New Campus
- IgnITe Hub located in the Mannakee Building on the Rockville Campus
- Theatre Arts Building renovation on the Rockville Campus

INSTITUTIONAL CHARACTERISTICS

Montgomery College has been changing lives in Montgomery County for more than 70 years. The College's 75th anniversary celebration is in the planning stages. Founded in 1946, Montgomery College began as an evening college at Bethesda-Chevy Chase High School, serving an initial student body of just 186 students. By 1950, the College acquired the buildings and land previously occupied by the Bliss Electrical School. This Takoma Park location became the College's first campus. The Rockville Campus opened in 1965 and the Germantown Campus opened in 1978. The College has grown from very humble beginnings to a total of 52 owned buildings and five leased facilities housing more than 3 million square feet of facilities space in support of the College's educational mission.

The College is an open-access, public education institution dedicated to academic excellence and committed to student success. The College offers a wide range of postsecondary academic programs, career training, and lifelong learning opportunities at a moderate cost to residents, businesses, and other organizations within Montgomery County. The College provides an

enriching and comprehensive learning experience for students, faculty, staff, and community members, who in turn, enhance the College with a diversity of ethnicities, cultures, ages, and experiences. This diversity offers opportunities for students to appreciate individual differences and to communicate ideas. As an educational resource center, the College acknowledges its responsibility and participates actively with public and private agencies to search for solutions to community problems.

Today, the College is a multicampus institution that serves nearly 60,000 students annually, through a combination of credit and noncredit continuing education programs. Chartered by the state of Maryland and governed by a 10-member Board of Trustees, Montgomery College is widely recognized for the quality and scope of its academic programs in liberal arts, humanities, sciences, business, and technologies. Campuses are located in Germantown, Rockville, and Takoma Park/Silver Spring, complemented by Workforce Development and Continuing Education centers and other off-campus sites throughout Montgomery County. More than 100 degree and certificate programs prepare students to earn an associate's degree, transfer to a four-year college or university, enter the job market, upgrade career skills, complete an apprenticeship, and enhance life through enrichment experiences. A highly accomplished and innovative faculty provide individualized instruction and a supportive learning environment. Affordable tuition and various extracurricular activities—athletic programs, performing arts, student clubs and multicultural organizations, student government—create a complete college experience for the county's culturally diverse student population. Courses and student services are provided year-round for day, evening, and weekend students.

The diverse student body of the College is reflective of Montgomery County and the greater Washington, D.C. area. Currently, nonwhites make up 78 percent of the student body. The average age of a Montgomery College student is 23.8 years and traditional age students (20 years and under) still lead all age groups comprising 49.6 percent of the total student body, and 54.7 percent are female. In addition, the College has international students from 155 different countries.

ACADEMIC PROGRAMS

The Maryland Higher Education Commission (MHEC) authorized the College to confer the associate of applied science, associate of arts, associate of arts in teaching, associate of fine arts, and associate of science degrees upon its graduates. The College awards diplomas, certificates, and letters of recognition. As a public institution, the College is legally accountable to the state of Maryland and Montgomery County. At the state level, the College reports to MHEC, who establishes minimum requirements for associate degree-granting institutions and establishes general policies for the operation of community colleges.

The College was first accredited on April 28, 1950, after an evaluation by a committee representing the Commission on Higher Education of the Middle States Association (an institutional accrediting agency recognized by the U.S. Secretary of Education and the Commission on Recognition of Postsecondary Accreditation). It has remained on the accredited list ever since then. The College holds accreditation from the state of Maryland and numerous academic and professional organizations. Examples of accrediting organizations for specific curricula include:

- Diagnostic Medical Sonography, Commission on Accreditation of Allied Health Education Programs

- Health Information Management, Commission on Accreditation for Health Informatics and Information Management Education
- Interior Design, National Kitchen and Bath Association
- Music, National Association of Schools of Music
- Nursing, National League for Nursing Accrediting Commission
- Physical Therapist Assistant, Commission on Accreditation in Physical Therapy Education
- Radiologic Technology, Joint Review Committee on Education in Radiologic Technology
- Surgical Technology, Commission on Accreditation of Allied Health Education Programs

The vision for academics at Montgomery College is a natural expansion of the institution's student-centered mission of caring, commitment to quality, and service to the community that holds the College accountable for key results centered on learning. This vision incorporates clear priorities and the challenges of the future: ongoing access, retention, achievement, and collaborative learning. These priorities are achieved within a framework of service to the community, lifelong learning and professional development. In keeping with its philosophy, policies, and purposes, the College offers the following high-quality educational opportunities:

- Transfer curricula for students wishing to transfer to upper-division degree studies at four-year colleges and universities.
- Technical and semiprofessional curricula for students wishing to prepare for immediate employment.
- A broad-based general education curriculum upon which students with undecided objectives can build.
- Credit and noncredit courses that may be used for employment, re-entering the workforce, retraining, and exploring interests in professional and technical fields.
- A continuing education program that extends the resources of the College into the community: forums, lectures, short courses, concerts, dramatic productions, art exhibits, athletics, and other activities meant to add timely content and balance to the total instructional program of the College.
- Academic, vocational, and personal counseling services.
- A program designed to identify and help remedy students' academic deficiencies.
- A Dual Enrollment program for qualified high school seniors wishing to supplement their secondary school courses and/or accelerate their college studies.
- An honors program for students of outstanding ability.
- An extensive summer program for current students, for undergraduates from other institutions, and for high school graduates who wish to begin their college studies.

STATUS OF PLAN PROJECTS

Germantown Campus

Phase 1—Science and Applied Studies Building Renovation (new name Dr. DeRionne P. Pollard Student Affairs and Science Building)

Hess Construction + Engineering Services completed the renovation and new construction for this building. The renovated building houses open class labs, classrooms, offices, and support space related to the physics, engineering, and mathematics departments. This project was completed for Fall 2021 classes.

New Student Services Center

The new Student Services building project, as proposed, is for the design and construction of a new 87,585-net-assignable-square-foot/153,660-gross-square-foot facility, with a net-to-gross efficiency factor of 57 percent. This student services center will include all services necessary for student intake and will benefit from lessons learned from design, construction, and use of the College's other student services centers on the Rockville and Takoma Park/Silver Spring Campuses. Programs include disability support services, counseling and advising, veterans services and Combat2College, welcome center, assessment, admissions and enrollment, student life, student career and employment services, food services, financial aid, and library, etc.

Part I Facilities Construction Program (justification), and Part II Facilities Construction Program (program of requirements) were transmitted to state agencies on May 1, 2020, as required. Funding for planning (design services) is anticipated July 1, 2023 (fiscal year 2024).

Pinkney Innovation Complex for Science and Technology at Montgomery College (PIC MC)

A ground lease was approved by MHEC during December 2019. In addition, the Department of General Services and Board of Public Works approved the development agreement and ground lease on April 22, 2020. The property address is 19710 Observation Drive. The complex will be a three-story building containing approximately 120,000 rentable square feet, including dedicated off-street parking. Permitted uses of the building are intended to be first-class laboratory, engineering lab, and office space, with a focus on the life sciences, biotech, cybersecurity, and technology fields.

Rockville Campus

The Long Nguyen and Kimmy Duong Student Services Center



The Long Nguyen and Kimmy Duong Student Services Center on the Rockville Campus

Montgomery College held a groundbreaking ceremony on the Rockville Campus on Thursday, June 29, 2017, marking the start of construction for the new Student Services Center. The 128,000-gross-square-foot building provides a centralized location for all student services at the campus.

The building was configured to provide easy access to the most frequently visited student service functions, including admissions, counseling, registration, financial aid, assessment, disability support services, veterans' services, the career transfer center, and student life, among others. The lobby

provides seating and gathering space for the expanded MBI Café, a student-run coffee service, as well as receptions and presentations.

The building also is home to the Office of Student Affairs, deans and associate deans, the School of Education (instructional and administrative space), instructional space (open lab, plus

five class labs), the Rockville Campus Office of Public Safety, and the Office of the Vice President and Provost.

The Long Nguyen and Kimmy Duong Student Services Center was funded with support from the state and the county. It was designed by Cho Benn Holback + Associates, a Quinn Evans Company. The general contractor for the project is Grunley Construction Company, Inc. The College issued Grunley Construction Company, Inc., the notice to proceed with the construction on September 25, 2017. This project provided for the centralization and construction of a new four-story, 128,000-gross-square-foot Student Services Center on the Rockville Campus. Student registration, counseling and advising, financial aid, and career services are the primary occupants. The building also has class labs, space for public safety, campus facilities, and student lounges. This project was completed for Fall 2021 classes.

Macklin Tower (MT) Library Renovation

This project is the renovation and interior reconfiguration of the first three floors of Macklin Tower to address current facility problems and the programmatic needs of the Rockville Campus Library. The project size is 31,069 net assignable square feet, and 62,282 gross square feet, which equates to a 50 percent efficiency factor and will include the complete interior renovation and reconfiguration of each floor including modernization and upgrades to building systems and equipment serving these floors. The project will be phased in a way to keep the library operational in its current location during construction.

As part of the library renovation, the existing air handling units (AHUs) and fan coils will be removed, as well as all their associated ductwork, piping, and control systems. The existing chilled water and heating water pumps will remain to serve the proposed library systems, as well as the other various programs throughout MT. A new variable air volume (VAV), institutional-grade air handling unit will be located on the roof of Macklin Tower to serve the first, second, and third floors, and will be sized to support the proposed program. This new central air handling unit will serve VAV terminal units downstream located on each floor of the proposed library program. The VAV boxes will be equipped with hot water reheat coils to provide individual temperature control for each of the proposed program spaces. The new HVAC system serving the library will include direct digital controls, which will be integrated with the campus building automation system (BAS). The system will be designed in accordance with all local codes, the College Design Standards, and Energy Design Guidelines.

The proposed HVAC system will address existing issues related to the failure of aging equipment, temperature control deficiencies, occupancy discomfort, and poor system control through the campus BAS. In addition, the proposed HVAC system will be designed to meet current ventilation codes and correct any ventilation deficiencies present with existing equipment.

Part I Facilities Construction Program (justification), and Part II Facilities Construction Program (program of requirements) were submitted to state agencies on May 1, 2020. Design is requested in FY24, and construction funding is requested in FY25. This project replaces the new Library Learning Commons Building. The College has determined that a renovation would accelerate the project, which addresses the needs of our students in a more expeditious fashion..

Takoma Park/Silver Spring Campus

Math and Science Center Building (new name Catherine and Isiah Leggett Math and Science Building)



Rendering of the Catherine and Isiah Leggett Math and Science Building on the Takoma Park/Silver Spring Campus

The architect of record, SmithGroup (formerly SmithGroupJJR), has been under contract since April 2018 amid an extensive community engagement process. During 2017 community conversations were held, which led to the validation of the building site and construction approach. President DeRionne P. Pollard issued a series of design directives to balance the needs of students and the neighborhood with fiscal prudence. Community engagement continued with an open house to “meet and greet” the SmithGroup team. As the College engaged faculty and lab staff in program verification and concept design, a parallel

track of design charrettes were held with the neighborhood from the fourth quarter of fiscal year 2018 throughout fiscal year 2019. This robust, highly interactive, and collaborative dual process of design led to the approval of the Mandatory Referral by the Montgomery County Planning Board in early 2019.

The College hired Barton Malow Company (BMC) as their construction manager at risk. BMC joined the design team and immediately started their process of constructability review. Both firms developed cost estimates during Schematic Design and Design Development. The cost estimates were reconciled and value management exercises were conducted to bring the project into the approved budget. Though the building size was reduced to 69,480 net assignable square feet/108,168 gross square feet, the academic spaces including the labs (science, cybersecurity, networking, etc.), greenhouse, planetarium, innovation hub, and learning center continue to represent the best in teaching and learning.

BMC was introduced to the neighborhood and the design charrettes transitioned into project update forums. The project will be constructed in four stages: Guaranteed Maximum Price (GMP) No. 1 asbestos abatement (underway); GMP No. 2 demolition, excavation, and site utilities (currently in bid phase); GMP No. 3 building structure; and GMP No. 4 building interior and landscape. The request for determination of eligibility for state participation in procurement of furniture and equipment was submitted December 2019. Project information is available at montgomerycollege.edu/tpss-design. It is anticipated to be completed in fall 2023.

Resource Center Library Renovation

This project is the renovation and interior reconfiguration of the two floors of the Resource Center to address current facility problems and the programmatic needs of the Takoma Park/Silver Spring Campus Library. The project size is 13,077 net assignable square feet, and 21,194 gross square feet, which equates to a 62 percent efficiency factor. It will include the complete interior renovation and reconfiguration of each floor, including modernization and upgrades to building systems and equipment serving these floors.

Part I Facilities Construction Program (justification) and Part II Facilities Construction Program (program of requirements) were submitted to state agencies on May 1, 2021. The design will be completed in FY22. Funding is requested in FY23. This project replaces the new Library

Learning Commons Building. The College has determined that a renovation would accelerate the project, which addresses the needs of our students sooner.

NEW PROJECTS AMENDING THE FMP

East County Education Center, and New Campus

The 2013-2023 FMP indicates that the College will continue to monitor and study the feasibility of leasing or purchasing a facility in the east county area to house Workforce Development & Community Education (WD&CE) programs as they expand. The purpose of this amendment is to expand the planned scope of this undertaking to include facilities that would support both credit and noncredit bearing courses as well as student support services and other campus community amenities.

Today, the College has a small presence in the East County Resources Center, the Ethiopian Community Center, and pop-up community engagement sites in the area. Both the College and Montgomery County leadership have long identified a desire to have a formalized Montgomery College presence in this area of the county.

The College engaged a consultant team to conduct an eight-month feasibility study, beginning in November 2020, to further investigate opportunities related to expanding the College's presence in East County.

Consistent with earlier investigations, the feasibility study analysis illustrates that serving East County residents is central to Montgomery College's mission of radical inclusion. The population is predominantly minority and projected to diversify in the future, and many immigrant communities live in the area. Relative to the high cost of living in Montgomery County, many jobs do not pay a living wage. Advanced degrees and training are critical to higher earnings.

Market research suggests that MC could offer programs focused on health sciences, engineering, technology, and four-year transfer pathways to take advantage of regional job opportunities. Additional interest was expressed for a commercial kitchen incubator, green technologies, English language opportunities, fine arts, physical education/holistic wellness, and convocation center. Additionally, this presence will need to be culturally matched and provide the highest level of wrap-around services, addressing student and community needs and allowing for greater accessibility and successful outcomes. Program ideas are preliminary and will be further developed.

Preliminary projections of the East County presence explore student enrollments ranging from 600 to 4,000 full-time equivalents (FTE) in addition to Workforce Development and Continuing Education courses and students. Facilities will be needed to create campus community, potentially totaling more than one million gross square feet in the long term. To realize the vision for this presence, the facilities will need to be forward-looking in their planning and design and responsive to the impacts of the period of remote operations in response to the COVID-19 pandemic. While some learning and student service activities will take place online, in-person interactions and experiential learning will play an important role.

In April 2021, the Board of Trustees approved the opening of an Educational Center as a near-term first phase of the expansion. A full build-out is a long-term vision that will be realized as a phased, incremental implementation. An initial phase may consist of a

mixed-use facility focused on community engagement, student services, and the infrastructure needed to support students as they pursue general education. Later phases could introduce facilities to support specialized academic programs and build a campus environment that is commensurate to the other three Montgomery College campuses while establishing a unique character and culture.

Montgomery County has conducted extensive planning for potential redevelopment opportunities in the East County, particularly along the I-29 corridor in conjunction with the Flash Bus Rapid Transit (BRT). The College's presence is envisioned to be engaged in the community and contributing to plans for the future of Montgomery County.

1)

- Reinforcing I-29 as the primary north/south transit corridor with new Flash BRT line
- Establishing transit hubs along I-29 and major east/west connections such as 650, 200, and Cherry Hill Road
- Protecting and enhancing ecological corridors
- Supporting dense, mixed-use developments proximate to major transit hubs
- Identifying additional east-west BRT lines

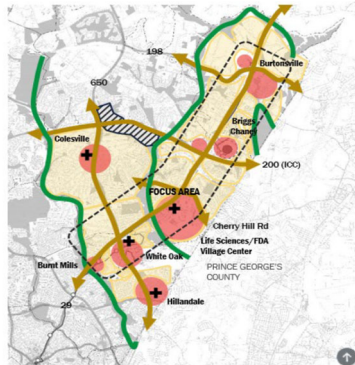


Illustration of combined master plan vision for the region and the focus area identified within the feasibility study.

2)

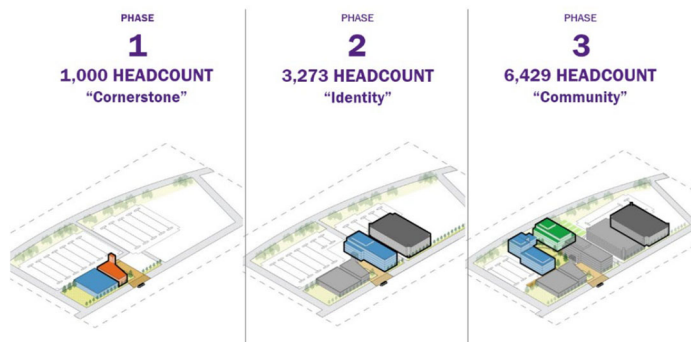


Illustration of a potential full-build scenario on a generic site by enrollment/phasing.

3)

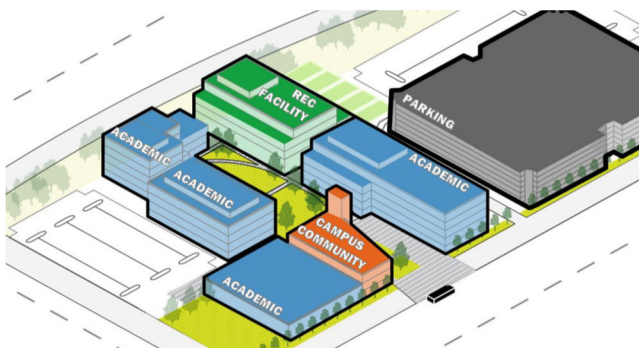


Illustration of land use at full build.

Rockville Campus

IgniTe Hub

The name of the hub is IgniTe Hub, which stands for Innovative Growth in Next-Generation IT Empowerment. This project is 100 percent county funded. These types of hubs are springing up all over the country to spur local areas to advance equity in access to science, technology, engineering, and mathematics (STEM) careers and spur innovation, entrepreneurship, technology-based solutions to local problems, and to facilitate teaching, learning, and collaboration. These technology outfitted hubs are "21st century" spaces that allow residents, small businesses, nonprofits, Montgomery College students, MCPS students, and others to open doors to technology by advancing technology knowledge and problem-solving skills. They also provide collaboration space to learn and innovate to solve community problems, spur entrepreneurship, spark career interests, and deepen the community's technical skills.

This hub will feature collaborative spaces, including six semicircular tables seating five each, for a total capacity of 30 students. The hub will include two rooms at a total net square feet of 1,170. There will be access to the latest Apple technology through iPads, MacBooks, and Apple TVs. It will also include a conference room and huddle room space for presentations and collaboration. Individuals at a hub can project their assignments onto an Apple TV for collaborative consideration, in person or virtually. The IgniTe hub will house a HyFlex environment, which provides more capability than other online teaching connections. There will be cameras around the room that move to follow the teacher and the students when they speak. This means that even if a class is being taught in the room, the virtual students—anywhere in Maryland or around the globe—will feel included in the classroom. This also adds the capability to teach all-virtual classes.

The IgniTe hub will be a partnership among Montgomery College, Montgomery County, and MCPS. Additionally, MCPS students, businesses, community members, and adults seeking to build applications or solve community problems will have access to the hub. The operation of the hub will be guided by an equity lens to help students, emerging entrepreneurs, and communities to thrive using technology. Located at Montgomery College, all participants will gain exposure to credit and noncredit career pathways and educational opportunities available both at MCPS and the College. Brawner Builders is nearly done with the construction of the interior renovation of the hub. The furniture, equipment, and information technology components have been ordered. The anticipated opening of the hub is March 2022.

Theatre Arts Building Renovation

This project is the renovation and interior reconfiguration of the two floors of the Theatre Arts Building to address current facility problems and the programmatic needs. The project size is 21,149 net assignable square feet, and 35,032 gross square feet, which equates to a 60 percent efficiency factor. It will include the complete interior renovation and reconfiguration of each floor, including modernization and upgrades to building systems and equipment serving these floors.

Part I Facilities Construction Program (justification) and Part II Facilities Construction Program (program of requirements) are anticipated to be submitted to state agencies on May 1, 2022.

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

Agenda Item Number:
January 26, 2022

**MEMORANDUM OF AGREEMENT—COLLECTIVE BARGAINING AGREEMENT
BETWEEN MONTGOMERY COLLEGE AND THE MONTGOMERY COLLEGE CHAPTER OF
THE AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS**

BACKGROUND

Representatives of the Board of Trustees and the Montgomery College Chapter of the American Association of University Professors (“AAUP”) reached an agreement on or about December 22, 2021, through negotiations, resulting in the following changes to the faculty collective bargaining agreement (“CBA”). The memorandum of agreement explicitly states the following:

- The number of equivalent semester hours for nursing clinical practica assigned to nursing faculty shall be one hundred percent (1.00) per clinical hours pursuant to Section 5.4(C) of the CBA; and
- For faculty members who undertake certification, undergraduate or graduate coursework relevant to their discipline and work at the College, the maximum EAP benefit can exceed the specified dollar amount for that year such that total reimbursement would be equal to the University of Maryland College Park rate for in-state tuition and fees for the level of coursework up to a maximum of twelve (12) credits per academic year pursuant to Section 9.4 (A) of the CBA; and
- Effective the first day of the academic year, the salary of any faculty member who has been in the bargaining unit for at least one semester as of the beginning of the fiscal 2023 academic year shall be increased by \$3,270.00, except that no faculty member’s fiscal 2023 salary under this Section 8.2(A) shall exceed \$120,117 or be less than \$62,319.00.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the attached resolution, approving the terms of the memorandum of agreement that were agreed to on December 22, 2021, authorizing the vice president and chief human resources officer to execute the memorandum of agreement, as it has been ratified by AAUP and delegating to the interim president the authority and responsibility to implement and administer such agreement.

BACKUP INFORMATION

Resolution
Memorandum of Agreement (Board Members Only)

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Ms. Leitch Walker

Ms. Kliever

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

Resolution Number:
Adopted on:

Agenda Item Number:
January 26, 2022

**Subject: Memorandum of Agreement—Collective Bargaining Agreement between
Montgomery College and the Montgomery College Chapter of the American
Association of University Professors**

WHEREAS, The Montgomery College Chapter of the American Association of University Professors (“AAUP”) is the exclusive representative authorized to negotiate on behalf of certain faculty members at Montgomery College; and

WHEREAS, A memorandum of agreement with proposed terms for the collective bargaining agreement (“CBA”) with respect to the upcoming fiscal year, have been negotiated by teams representing the Board of Trustees and AAUP; and

WHEREAS, Such memorandum contains an agreement for salary rates to remain unchanged, for educational assistance program funds to remain unchanged, and for overload rates to remain unchanged; and

WHEREAS, The Board’s negotiating team recommends approval of the memorandum of agreement by the Board; and

WHEREAS, The interim president recommends that the Board take the following action; now therefore be it

Resolved, That the Board of Trustees approves the proposed agreements set forth in the attached memorandum of agreement, ratified by AAUP; and be it further

Resolved, That the Board of Trustees authorizes the vice president and chief human resources officer to execute the memorandum of agreement between the Board of Trustees of Montgomery College and AAUP; and be it further

Resolved, That the Board of Trustees delegates to the interim president the responsibility and authority to implement and administer the memorandum of agreement and associated collective bargaining agreement.

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

Agenda Item Number: 10
January 26, 2022

**THE MONTGOMERY COLLEGE AUDITED FINANCIAL
STATEMENTS FOR JUNE 30, 2021 AND 2020**

BACKGROUND

Montgomery College is required to conduct an annual audit of the College's financial statements and to prepare and have audited statutory financial statements included in the Annual Financial Report to the Maryland Higher Education Commission (MHEC-CC-4).

These audits of financial statements for June 30, 2021 and 2020 and MHEC-CC-4 were conducted by CliftonLarsonAllen LLP CLA, certified public accountants and consultants.

The annual audit reports were presented to the Board's Audit Review Subcommittee and to the Board's Audit Committee for review and comment.

RECOMMENDATION

It is recommended that the Board of Trustees accept the audited financial statements for June 30, 2021 and 2020.

It is further recommended that the Board of Trustees accept the Annual Financial Report to the Maryland Higher Education Commission (MHEC-CC-4) from Montgomery College for June 30, 2021.

BACKUP INFORMATION

Board Resolution

Audited Financial Statements for June 30, 2021 and 2020 (Board Members only)

Annual Financial Report to the Maryland Higher Education Commission (MHEC-CC-4) (Board Members only)

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Greaney

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

Resolution Number:
Adopted on:

Agenda Item Number: 10
January 26, 2022

**Subject: The Montgomery College Audited Financial Statements for June 30, 2021
and 2020**

WHEREAS, Montgomery College is required to conduct an annual audit of the College's financial statements; and

WHEREAS, The audit of financial statements for June 30, 2021 and 2020, was conducted by CliftonLarsonAllen LLP CLA, certified public accountants and consultants, and certified by the senior vice president for administrative and fiscal services and by the interim president; and

WHEREAS, The audit report was conducted in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in Government Auditing Standards, issued by the comptroller general of the United States; and

WHEREAS, The annual audit report was presented to the Board's Audit Review Subcommittee and to the Board's Audit Committee for review and comment; and

WHEREAS, The Board of Trustees was informed that the College's financial statements present fairly in all material respects, the respective financial position of the business-type activities and the discretely presented component unit of Montgomery College as of June 30, 2021 and 2020, and the respective changes in financial position and, where applicable, cash flows thereof for the years ended in accordance with accounting principles generally accepted in the United States of America; and

WHEREAS, The interim president of the College and the Audit Committee recommend that the Board of Trustees accept the following resolution; now therefore be it

Resolved, That the Board of Trustees accepts the audited financial statements for June 30, 2021 and 2020.