



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

PUBLIC MEETING AGENDA

[Link to join Zoom Meeting](#) · By phone: 301-715-8592 · Webinar ID: 937 0438 9175

BOARD OF TRUSTEES

Monday, February 20, 2023

6:45 p.m.

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

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

Gloria Aparicio Blackwell
Second Vice Chair
TERM ENDS JUNE 30, 2026

Annicc Cody
TERM ENDS JUNE 30, 2028

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

Michael J. Knapp
TERM ENDS JUNE 30, 2024

Omar A. Lazo
TERM ENDS JUNE 30, 2027

Robert F. Levey
TERM ENDS JUNE 30, 2025

Maricé I. Morales
TERM ENDS JUNE 30, 2025

Deepica Premaratne
Student Trustee
TERM ENDS JUNE 30, 2023

**PRESIDENT AND
SECRETARY-TREASURER**

Dr. Jermaine F. Williams

1. Call to Order Procedural
2. Roll Call Procedural
3. Approval of Agenda..... Procedural
4. Approval of Minutes Action
 - A. [January 25, 2023 Conference Session Minutes](#)
 - B. [January 25, 2023 Public Vote and Closed Session Minutes](#)
 - C. [January 25, 2023 Public Meeting Minutes](#)
5. Reports..... Information
 - A. [President’s Report](#)
 - B. [Student Success Committee Report](#)
 - C. [FY23 Second Quarter Financial Summary Report](#)
 - D. [Chair’s Report](#)
6. Consent Agenda Action
 - A. [Personnel Actions Confirmation Report](#)
 - B. [Recognition of Retirees](#)
 - C. [Awards of Bronze Medallions](#)
 - i. [Dr. Joseph W. Marciano](#)
 - ii. [Professor Marian Parcan-Onderko](#)
7. Strategic Planning Information
[Strategic Plan Refresh Update](#)
8. Awards of Contract..... Action
 - A. [Award of Contract, Health Sciences Center Nursing Skills Classrooms, Takoma Park/Silver Spring Campus, Bid 623-004](#)
 - B. [Award of Contract, Commencement Event Services, Bid e523-009](#)

Board of Trustees
Montgomery College
Public Board Meeting Agenda
February 20, 2023
Page 2

-
- 9. Collective Bargaining Matters Action

[Memorandum of Agreement between Montgomery College and the American Association of University Professors, Montgomery College Chapter](#)
 - 10. New Business Procedural
 - 11. Trustee Comments Procedural
 - 12. Adjournment Procedural

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**
Rockville, Maryland

Agenda Item Number: 6A
February 20, 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:
Adopted on:

Agenda Item Number: 6A
February 20, 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 December 1, 2022, through December 31, 2022; 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 December 1, 2022, through December 31, 2022**

STAFF

STAFF EMPLOYMENTS

Effective

Date	Name	Position Title	Grade	Department
12/12/2022	Acuna-Lopez, Melina	Public Safety Dispatcher	15	Public Safety – Central
12/12/2022	Dangol, Rashmi	Administrative Aide I	15	English and Reading Dean
12/12/2022	Elam, Rodney	Annual Fund Manager	29	OACE

STAFF SEPARATIONS

Effective

Date	Name	Position Title	Grade	YOS	Department
12/02/2022	Singleton, Monique	Enrollment Services VA Spec	23	*0	Admission Services
12/09/2022	Ortiz, Shiela	Administrative Aide II	19	3	Student Services – RV
12/18/2022	Lopez, Luis	Public Safety Officer II	15	*0	Public Safety – GT
12/23/2022	Moorhead, Christopher	Public Safety Officer II	15	7	Public Safety – GT
12/30/2022	Ferguson, Linwood ¹	Instructional Associate	25	9	Mathematics Dean
12/30/2022	Patel, Jaimini ¹	Enrollment & Stu Access Spec	23	34	Raptor Central

STAFF EMPLOYMENTS: Ethnicity and Gender

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

STAFF SEPARATIONS: Ethnicity and Gender

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

¹ Retirement

*Less than one year

**MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From December 1, 2022, through December 31, 2022**

FACULTY

FACULTY EMPLOYMENTS - None

FACULTY SEPARATIONS

Effective

Date	Name	Position Title	YOS	Department
12/05/2022	Charitable, Patricia	Assistant Professor	1	Health Sciences Dean
12/23/2022	Weiser, Hannah	Professor	9	Business/Computer App. Dean
12/30/2022	Otigbuo, Ijeoma ¹	Professor	27	Biology and Chemistry Dean

FACULTY SEPARATIONS: Ethnicity and Gender

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

¹Retirement

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

Resolution Number:
Adopted on:

Agenda Item Number: 6B
February 20, 2023

Subject: Retirement Recognition of 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

WHEREAS, These employees have cumulatively provided 205 years of service and dedication to the College; now therefore be it

Resolved, That 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 RECOGNITION OF FULL-TIME FACULTY,
REGULAR ADMINISTRATIVE, ASSOCIATE, AND SUPPORT STAFF**

NAME/JOB TITLE/ RETIREMENT DATE	CAMPUS/DEPARTMENT	YEARS OF SERVICE
Mr. Eduardo Cunningham Learning Center Manager October 1, 2022	Rockville Distance Learning	17
Mr. Manuel Davis Building Services Supervisor October 1, 2022	Rockville Facilities Operations	10
Ms. Jacquelyn Hamilton Administrative Aide I October 1, 2022	Rockville Gudelsky Institute for Technical Education	23
Mr. Paul Perez Senior Instructional Assistant October 1, 2022	Rockville Gudelsky Institute for Technical Education	10
Mr. Carl Shorter Theater Production Technician October 1, 2022	Rockville Performing Arts Center	20
Mr. William Curvey Library Technology Specialist November 1, 2022	Takoma Park/Silver Spring Library Central	18
Ms. Margaret Latimer Vice President and Provost November 1, 2022	Germantown Vice President and Provost Stem	23
Ms. Gwendolyn Stevenson Administrative Aide III November 1, 2022	Takoma Park/Silver Spring Student Services	23
Ms. Priscilla Walker Administrative Aide II November 1, 2022	Takoma Park/Silver Spring Visual and Performing Arts	20
Ms. Sandra Grady Instructional Associate December 1, 2022	Takoma Park/Silver Spring Writing, Reading, and Language Center	25
Mr. Ronald Jackson Grounds Maintenance Worker December 1, 2022	Rockville Facilities Operations	16

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

Resolution Number:
Adopted on:

Agenda Item Number: 6Ci
February 20, 2023

Subject: Award of Bronze Medallion and Emeritus Status to Dr. Joseph W. Marciano

WHEREAS, Dr. Joseph (Jay) W. Marciano served Montgomery College with enthusiasm and dedication for 23 years as a full-time counseling faculty member and retired from the College as of June 1, 2022; and

WHEREAS, Dr. Marciano dedicated much of his career to serving students through a growth-promoting climate and empowering students to identify, connect, and pursue their academic, career, and personal goals; he served students in several capacities in the counseling and advising discipline from disability support advocacy, academic planning, career counseling, transfer advising, and brief personal and crisis counseling; and

WHEREAS, Dr. Marciano played a crucial role in serving as a student advocate, representing the student voice at the College and through encouraging and educating students on how to advocate for themselves and work towards the elimination of physical, technical, resource, relational, and attitudinal barriers to improve their circumstances and create opportunities; and

WHEREAS, Dr. Marciano had the expertise and flexibility to teach a range of student success courses, including first year seminar, study habits and career development, and sought to creatively incorporate his passion for music into the classroom; and

WHEREAS, Dr. Marciano was nominated for Maryland Teacher of the Year Award in 2003 and was awarded the Montgomery College Outstanding Faculty Service Award in 2008; and

WHEREAS, Dr. Marciano illustrated a deep commitment to the success and stewardship of the institution by serving on numerous campus and collegewide committees and councils, including Faculty Council, Academic Regulations Committee, and the Academic Appeals Committee; and provided leadership to the College by serving as chair of Faculty Senate and the Commission on People with Disabilities in Montgomery County; and

WHEREAS, Dr. Marciano was a member of the Speakers Bureau, the Common Student Experience Committee, Global Connections, First Year Experience, Jack Kent Cooke Scholarship Committee, Transfer Scholarship Committee, Honors Committee, and participated in a Smithsonian Fellowship; and

WHEREAS, Dr. Marciano spearheaded the effort to create, author, and publish the First Year Experience, the Student Insider's Guide, as well as planning other activities tied to a common reading experience; brought in a range of artists and politicians, and organized field trips with students to museums; and

WHEREAS, Dr. Marciano's compassion, dedication to student success, and his far-reaching institutional knowledge will be deeply missed by the department, and the College community; and

WHEREAS, College policy provides that all faculty holding faculty rank who retire with a minimum of 10 years of service with Montgomery College shall be designated faculty emeritus with the appropriate rank or title, subject to approval of the Board of Trustees; and

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

WHEREAS, The senior vice president for student affairs and the president of the College recommend this public recognition of Dr. Marciano on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Dr. Joseph W. Marciano for his distinguished service to the College and extend to him their best wishes that his retirement years be fulfilling and productive; and be it further

Resolved, That Dr. Joseph W. Marciano is granted the status of Professor Emeritus and that he be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That Dr. Joseph W. Marciano be awarded the Bronze Medallion in recognition of his service to the College; and be it further

Resolved, That this resolution become part of the minutes of this Board of Trustees meeting and a copy of this resolution and the Bronze Medallion be presented to Dr. Joseph W. Marciano.

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

Resolution Number:
Adopted on:

Agenda Item Number: 6Cii
February 20, 2023

Subject: Award of Emeritus Status and Bronze Medallion to Professor Marian Parcan-Onderko

WHEREAS, Professor Marian (Mario) Parcan-Onderko served Montgomery College with enthusiasm and dedication for 33 years as a full-time faculty member and retired from the College as of June 1, 2022; and

WHEREAS, Professor Parcan-Onderko served as the construction management program coordinator for 28 years, and served as chairperson for the Department of Applied Technologies from 2003–2011; and

WHEREAS, Professor Parcan-Onderko prepared the Student Construction Association (SCA) to participate in the annual Construction Management Student Competition, which is a national event sponsored by the Association of Builders and Contractors (ABC) and won two trophies for the spring 2018 competition; and

WHEREAS, Professor Parcan-Onderko served on several Montgomery College committees over the years and was an active member of the Association of Builders and Contractors; and

WHEREAS, Professor Parcan-Onderko's contribution to creating an articulation agreement with the Eastern Shore University branch of the Universities at Shady Grove established an opportunity for seamless transfer for construction management program students; and

WHEREAS, Professor Parcan-Onderko received the Association of Builders and Contractors' John Trimmer National Excellence in Construction Education Award in 2000, the Montgomery College's Faculty Outstanding Service Award in 2001, and the Montgomery College Outstanding Faculty Award in 2019; and

WHEREAS, Professor Parcan-Onderko's commitment to the College and the Association of Builders and Contractors Washington, DC chapter, generously supports the College's construction management program by providing annual financial support to students to help offset the cost of participation and competition; and

WHEREAS, College policy provides that all faculty holding faculty rank who retire with a minimum of 10 years of service with Montgomery College shall be designated faculty emeritus with the appropriate rank or title, subject to approval of the Board of Trustees; and

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

WHEREAS, The senior vice president for academic affairs and the president of the College recommend this public recognition of Professor Marian Parcan-Onderko on the occasion of his retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Marian Parcan-Onderko for his outstanding service to the College and extend to him their best wishes that his retirement years be fulfilling and productive; and be it further

Resolved, That Professor Marian Parcan-Onderko is granted the status of Professor Emeritus and that he be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That in recognition of his dedicated service to Montgomery College, Professor Marian Parcan-Onderko is awarded the Bronze Medallion for sustained and exemplary outstanding service; 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 Professor Marian Parcan-Onderko.

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

Agenda Item Number: 8A
February 20, 2023

**AWARD OF CONTRACT, HEALTH SCIENCES CENTER NURSING SKILLS CLASSROOMS,
TAKOMA PARK/SILVER SPRING CAMPUS, BID 623-004**

BACKGROUND

Request:	Health Sciences Center Nursing Skills Classroom, Takoma Park/Silver Spring Campus
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services and the Vice President of Facilities
Award Type:	Competitive
Bid Number:	623-004
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 convert existing traditional classrooms into nursing skills laboratories in the Health Sciences Center, located on the Takoma Park/Silver Spring Campus. This conversion includes classrooms 119, 224, 301, and 421, along with one lounge in room 309.</p> <p>Converting these classrooms into laboratories will allow the College to further meet the community need for highly trained nurses.</p> <p>Funds were donated in memory of Ms. Pamela R. Hard for the conversion of room 301.</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 FY23 capital budget and the Pamela R. Hard grant.
Dollar Amount:	\$531,169
Vendor Name:	Keller Brothers Inc.
Vendor Address:	1012 Rising Ridge Road Mt. Airy, Maryland 21771
Minority Status	Non-minority
Term of Contract:	One-time purchase

RECOMMENDATION

It is recommended that the Board of Trustees approve an award of contract for the conversion of existing traditional classrooms to nursing skills laboratories in the Health Sciences Center on the Takoma Park/Silver Spring Campus, to Keller Brothers Inc. of Mt. Airy, Maryland, for a one-time purchase in the amount of \$531,169.

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:
Adopted on:

Agenda Item Number: 8A
February 20, 2023

Subject: Health Sciences Center Nursing Skills Classrooms, Takoma Park/Silver Spring Campus, Bid 623-004

WHEREAS, The senior vice president for administrative and fiscal services and the vice president of facilities are requesting an award of contract to convert existing traditional classrooms to nursing skills laboratories in the Health Sciences Center located on the Takoma Park/Silver Spring Campus; and

WHEREAS, Nursing skills classrooms will allow the College to further meet ongoing needs in the community for highly trained nurses; 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 FY23 capital budget and the Pamela R. Hard grant; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311 (c), a request for proposal was issued on December 9, 2022, and posted on the Montgomery College Procurement and State of Maryland eMaryland Marketplace Advantage websites; and

WHEREAS, 70 firms downloaded the request for proposal, and six responses, including one proposal deemed not qualified and one no-bid, were received, read aloud, and recorded in the Office of Procurement, beginning at 2:00 p.m. on January 13, 2022; and

WHEREAS, After an evaluation of Part A (Contractor Qualification proposal), four submitted proposals were deemed qualified to have their price proposals opened and evaluated (Part B); and

WHEREAS, Following the evaluation of Part B, it was determined that Keller Brothers Inc. of Mt. Airy, Maryland, submitted the lowest bid price of \$531,169, meeting all College specification requirements; 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 a contract be awarded to Keller Brothers Inc. of Mt. Airy, Maryland, to convert existing traditional classrooms located at the Takoma Park/Silver Spring Campus Health Sciences Center, to nursing skills laboratories, for a one-time purchase in the amount of \$531,169; and be it further

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

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

Agenda Item Number: 8B
February 20, 2023

**AWARD OF CONTRACT
COMMENCEMENT EVENT SERVICES, BID e523-009**

BACKGROUND

Request:	Purchase of commencement event services
Office/SVP Originating Request:	Interim Senior Vice President for Advancement and Community Engagement
Award Type:	Competitive
Bid Number:	e523-009
Explanation of Request:	<p>The interim senior vice president for advancement and community engagement is requesting an award of contract for the purchase of commencement event services. Each year, Montgomery College celebrates the success of its students with a special commencement ceremony. This collegewide ceremony highlights the achievements of our students, their faculty, staff, and several deserving honorary degree recipients. It is held on the Rockville Campus with approximately 6,000 attendees, and televised on the College's cable television station as well as YouTube, for those who are unable to attend in person.</p> <p>To assure guest comfort and safety while allowing for maximum accessibility and adherence to industry standards, government regulations, and permitting requirements, the location and number of attendees and participants necessitates the need for tent and equipment rentals, as well as associated services.</p>
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 FY23 operating budget.
Dollar Amount:	\$495,970
Vendor Name:	Applied Acoustical Sciences Inc. dba: Event Tech
Vendor Address:	7601 Brandon Woods Blvd. Baltimore, Maryland 21226
Term of Contract:	One year, with four one-year renewal options

Minority Status	Non-minority
-----------------	--------------

RECOMMENDATION

It is recommended that the Board of Trustees approve a one-year award of contract for the purchase of commencement event services to Applied Acoustical Sciences Inc., dba: Event Tech of Baltimore, Maryland, for a not-to-exceed amount of \$495,970.

It is further recommended that this contract be renewed for four additional one-year periods under the same terms and conditions, provided service is satisfactory, funding is available, and renewals are in the best interest of the College. The five-year not-to-exceed total contract amount is \$2,479,850.

BACKUP INFORMATION

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

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Matthews

RESOURCE PERSONS

Mr. Johnson
Ms. Thomas

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

Resolution Number:
Adopted on:

Agenda Item Number: 8B
February 20, 2023

Subject: Award of Contract, Commencement Event Services, Bid e523-009

WHEREAS, The interim senior vice president for advancement and community engagement is requesting an award of contract for the purchase of commencement event services; 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 FY23 operating budget; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), a request for proposal was publicly advertised on December 21, 2022, on the Montgomery College Procurement and the State of Maryland eMaryland Marketplace Advantage websites; and

WHEREAS, 32 firms downloaded the request for proposal, and four responses were received, read aloud, and recorded, beginning 3:00pm on January 23, 2023; and

WHEREAS, Upon evaluation of submitted proposals by appropriate College staff, it was determined that the proposal submitted by Event Tech of Baltimore, Maryland, was the highest ranked, meeting all College 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 a one-year award of contract for the purchase of commencement event services to Applied Acoustical Sciences Inc., dba: Event Tech of Baltimore, Maryland, for a not-to-exceed amount of \$495,970; and be it further

Resolved, That the contract be renewed for four additional one-year periods under the same terms and conditions, provided service is satisfactory, funding is available, and renewals are in the best interest of the College, where the total, five-year contract not-to-exceed amount is \$2,479,850; 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: 9
February 20, 2023

**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 20, 2022, through reopener negotiations, resulting in no changes to the collective bargaining agreement (“CBA”) other than the following:

- A joint committee will confer during 2023 to analyze and provide recommendation around the issue of faculty office hours, presently set forth in Section 5.2(A) of the CBA and any recommended changes be a part of the full contract negotiations beginning in the fall of 2023, or a side letter prior to the full contract negotiations;
- Effective the first day of the academic year, faculty who have been in the bargaining unit for at least one semester as of the beginning of the fiscal 2024 academic year, will have a salary increase by 3% and by as much as an additional \$2,700.00, provided that no faculty member’s fiscal 2024 academic year salary exceeds \$123,720 or less than \$62,319 under Section 8.2(A) of the CBA;
- Faculty eligible for a longevity adjustment under Section 8.2(D) will have a one-time longevity step of \$1,600 added to the maximum salary under Section 8.2(A), for a total salary of \$125,320 for fiscal 2024 academic year.

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 20, 2022, 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 president the authority and responsibility to implement and administer such agreement.

BACKUP INFORMATION

Resolution
Memorandum of Agreement (Board Members Only)
Collective Bargaining Agreement

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Ms. Kliever
Ms. Leitch Walker

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

Resolution Number:
Adopted on:

Agenda Item Number: 9
February 20, 2023

**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, has been negotiated by teams representing the Board of Trustees and AAUP; and

WHEREAS, The memorandum contains an agreement for a joint committee to analyze and provide recommendations regarding faculty office hours, a salary rate increase of 3% and as much as an additional \$2,700 for eligible faculty members, and for a \$1,600 longevity adjustment for eligible faculty members; and

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

WHEREAS, The 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 president the responsibility and authority to implement and administer the memorandum of agreement and associated collective bargaining agreement.