



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

PUBLIC BOARD MEETING AGENDA

Central Services Building ▪ Board Room ▪ 9221 Corporate Boulevard, Rockville, Maryland
[Link to join via Zoom](#) ▪ By phone: 301-715-8592 ▪ Meeting ID: 922 0468 2508

BOARD OF TRUSTEES

Gloria Aparicio Blackwell
Chair

TERM ENDS JUNE 30, 2026

Annice Cody
First Vice Chair
TERM ENDS JUNE 30, 2028

Sheryl Brissett Chapman, Ed.D.
Second Vice Chair
TERM ENDS JUNE 30, 2029

Michael A. Brintnall, Ph.D.
TERM ENDS JUNE 30, 2029

Marvin Dickerson
TERM ENDS JUNE 30, 2030

David A. Hill
TERM ENDS JUNE 30, 2030

Omar A. Lazo
TERM ENDS JUNE 30, 2027

Jacqueline C. Manger
TERM ENDS JUNE 30, 2031

Marcia Brown Mintz
TERM ENDS JUNE 30, 2031

Renata Podlesny
Student Trustee
TERM ENDS JUNE 30, 2026

PRESIDENT AND
SECRETARY-TREASURER
Dr. Jermaine F. Williams

Wednesday, January 21, 2026

6:45 p.m.

1. Call to Order Procedural
2. Roll Call Procedural
3. Approval of Agenda Procedural
4. Reports Information
 - A. President's Report
 - B. Committee Reports
 - i. Board Development and Succession Committee
 - ii. Budget Review and Financial Sustainability Committee
 - C. Chair's Report
5. Consent Agenda Action
 - A. Minutes
 - i. December 8, 2025 Public Vote and Closed Session Minutes
 - ii. December 8, 2025 Audit Committee Meeting Minutes
 - iii. December 8, 2025 Public Meeting Minutes
 - B. Personnel Actions Confirmation Report
6. Award of Contract (Competitive) Action

Award of Contract, Architectural and Engineering Services for the
Student Services Center, Germantown Campus, Bid 626-001
7. Academic Matters Action
 - A. Creation of the Accounting Associate of Applied Science
 - B. Creation of the Animation Associate of Fine Arts and Animation
Certificate
8. Budget Matter Action

The Proposed FY27 Current, Enterprises, and Other Funds Budgets

9. New Business	Procedural
10. Trustee Comments	Procedural
11. 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**

Agenda Item Number: 5B
January 21, 2026

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**

Resolution Number:
Adopted on:

Agenda Item Number: 5B
January 21, 2026

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, 2025, through November 30, 2025; 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, 2025, through November 30, 2025

STAFF

STAFF EMPLOYMENTS

Effective

Date	Name	Position Title	Grade	Department
11/10/2025	Antoine, Benoit	Building Services Worker	11	Facilities Operations-TP/SS
11/10/2025	D'Andrea, Dominic	Arts Center Manager	29	Cultural Arts Center-TP/SS
11/10/2025	Lemus, Roni	Building Services Worker	11	Facilities Operations-TP/SS
11/22/2025	Alsaïd, Mohamed	HR Internal Consultant	29	Human Resources/Strategic Talent Mgt
11/24/2025	Njofang, Paul	Building Services Assistant Supervisor	21	Facilities Operations-RV
11/24/2025	O'Hare, Roslyn	Nursing Lab and Clinical Associate	29	Health Sciences Dean
11/24/2025	Orr, Chenoa	Administrative Aide I – NB	15	Public Safety-GT
11/24/2025	Shah, Sonal	Financial Aid Management Systems Specialist II	29	Financial Aid
11/24/2025	Surur, Abid	Building Services Worker	11	Facilities Operations-TP/SS
11/24/2025	Young, Nigel	Building Services Worker	11	Facilities Operations-RV

STAFF SEPARATIONS

Effective

Date	Name	Position Title	Grade	YOS	Department
11/2/2025	Naughton, Brandy	Director of Grants and Sponsored Programs	37	4	Grants & Business Development
11/7/2025	Herman, Andrea	Achieving the Promise Program Coordinator	29	4	Achieving the Promise-ATP Academic
11/30/2025	Da Conceicao, Maria	Purchasing Agent II	27	1	Business Services
11/30/2025	Truong, Phung ¹	Building Equipment Mechanic II	25	24	Facilities Operations-RV

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	0	2	0	1	0	0	3
Male	1	4	2	0	0	0	7
TOTAL	1	6	2	1	0	0	10

STAFF SEPARATIONS: Ethnicity and Gender

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

¹ Retirement

SUMMARY OF PERSONNEL ACTIONS

From November 1, through November 30, 2025

FACULTY

FACULTY EMPLOYMENTS

Effective Date	Name	Position Title	Department
None			

FACULTY SEPARATIONS

Effective Date	Name	Position Title	YOS	Department
None				

FACULTY EMPLOYMENTS: Ethnicity and Gender

FACULTY SEPARATIONS: Ethnicity and Gender

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 6
January 21, 2026

**AWARD OF CONTRACT
ARCHITECTURAL AND ENGINEERING SERVICES FOR THE STUDENT SERVICES
CENTER, GERMANTOWN CAMPUS, BID 626-001**

BACKGROUND

Originating Office and Explanation of Request:	The senior vice president for administrative and fiscal services/chief operating officer is requesting an award of contract for architectural and engineering services for the new Student Services Center on the Germantown Campus
Award Type:	Competitive
Reason Being Brought to Board:	Board approval is required for all contract awards valued over \$450,000
Certification:	The director of procurement certifies that specifications and contract documents were developed by appropriate College staff and the chief business/financial strategy officer certifies that funds are planned for and budgeted in the FY26 capital budget.
Total Amount:	\$7,685,611
Vendor Name:	PBK Architects, Inc.
Vendor Address:	2002 Clipper Park Road, Suite 201 Baltimore, Maryland 21211
Term of Contract:	One-time purchase
Minority Status	Non-minority**
Minority Classification	NA

Note: **Although PBK Architects, Inc. is not a minority business enterprise, they have committed to sub-contract 15% of total base contract value to minority firms.

RECOMMENDATION

It is recommended that the Board of Trustees approve an award of contract for architectural and engineering services for the new Student Services Center on the Germantown Campus to PBK Architects, Inc. of Baltimore, Maryland, for a one-time purchase in the amount of \$7,685,611.

BACKUP INFORMATION

Bid Summary (Board Members Only)

Bidders List (Board Members Only)

Policy 82001: Construction Projects

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Johnson

Ms. Pullen

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 6
January 21, 2026

Subject: Award of Contract, Architectural and Engineering Services for the Student Services Center, Germantown Campus, Bid 626-001

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311 (c), a request for proposal was publicly advertised on July 21, 2025, on the Montgomery College Procurement, and the State of Maryland eMaryland Marketplace websites; and

WHEREAS, 186 firms downloaded the request for bid from the College's procurement website, of which, 61 were identified as minority business enterprises; and

WHEREAS, 16 responses were received, read aloud and recorded in the procurement office, beginning at 2:00 pm on August 18, 2025; and

WHEREAS, Upon evaluation of all received proposals by College staff, it was determined that the proposal submitted by PBK Architects, Inc. of Baltimore, Maryland, was the highest evaluated bidder, meeting all College requirements; and

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

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

Resolved, That the Board of Trustees approve an award of contract to PBK Architects, Inc. of Baltimore, Maryland, for architectural and engineering services for the new Student Services Center on the Germantown Campus, for a one-time purchase in the amount of \$7,685,611; 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**

Agenda Item Number: 7A
January 21, 2026

CREATION OF THE ACCOUNTING ASSOCIATE OF APPLIED SCIENCE

BACKGROUND

The 2022 *Maryland State Plan for Higher Education* states the goals of equitable access, student success, and the use of innovation to improve equitable access and student success with less debt. Montgomery College affirms these goals through its *Strategic Plan*, Goal 1: Enhance Connections Between Montgomery College and our Community, and its *Academic Master Plan 2025-2029*, Goal 2: Design Programs and Pathways to Meet Students' Needs. In alignment with these goals, the College advances Maryland's education and workforce priorities, strengthens its academic and workforce programs, and directly contributes to the economic vitality of Montgomery County.

To advance this work, Montgomery College proposes a new accounting associate of applied science (AAS). The accounting AAS is designed to meet the continuous demand for skilled professionals with accounting expertise within Montgomery County, Maryland, and nationwide. This degree is not intended for transfer or a traditional pathway to public accounting; students pursuing those paths are better served by the business associate of arts. The accounting AAS aims to equip students with the practical skills, technical knowledge, and professional competencies needed to secure an entry-level accounting position upon degree completion.

Montgomery College previously offered an accounting AAS before discontinuing the program in 2015 due to declining enrollment driven by shifts in the entry-level accounting job market. Re-establishing a modernized version of the program allows Montgomery County students to access an affordable and flexible pathway into the accounting field. Montgomery College is currently the only community college in Maryland that does not offer an associate's degree in accounting.

Foundational coursework begins with general business courses, including business, statistics, and economics. It then develops essential skills in financial and managerial accounting, accounting information systems, and ethics and professionalism to prepare students for the corporate, nonprofit, and government sectors. With pathway-specific electives such as business finance and analytics, government and nonprofit accounting, and personal and corporate taxation, students can choose options that align with their personal and career goals. The applied design of the degree supports success by providing students with hands-on experience using Excel, accounting software and enterprise resource planning systems, artificial intelligence tools, and business analytic platforms to help organizations efficiently manage and automate financial operations. The program further supports students' entry into the workforce through individual advising, mentoring and real-world projects, on-campus career events, and introductions to community partners with internship opportunities. Credits from the existing accounting certificate apply directly to the accounting AAS.

When examining job demand for entry-level accounting positions for 2024-2034, the sources below report the following according to two major occupation categories established by U.S. Bureau of Labor Statistics: (1) accounting and auditing, and (2) entry-level.

Accounting and Auditing

The BLS classifies accountants and auditors as professionals who examine, analyze, and interpret accounting records to prepare financial statements, provide business advice, install or advise on accounting systems that record costs or other financial and budgetary data, and audit and evaluate financial statements prepared by others.

- Nationally: The BLS cites a five percent growth rate, faster than average for all occupations, and an average of 124,200 annual jobs a year.
- Maryland: The state has a positive job outlook for accountants with a 7.5 percent growth through 2032, for a total of 30,540 jobs, or 2,460 annual jobs (ProjectionsCentral, MD).
- Locally: While BLS projections are not published for every region, real-time job boards such as Glassdoor, Indeed, ZipRecruiter and LinkedIn show approximately 9,000 active job listings in the DC-Maryland-Virginia area, including many entry-level positions.

Entry-Level (Bookkeeping, Accounting, and Auditing)

The BLS classifies bookkeeping, accounting, and auditing clerks as professionals who compute and record data to help organizations keep complete and accurate financial records.

- Nationally: The BLS reports an average of 170,000 annual openings each year through 2034 and classifies as having a “bright outlook” on champion site O*NET.
- Maryland: O*NET also designates the outlook as “bright”, with 23,920 projected positions and 2,740 annual openings.
- Locally: While BLS projections are not available, real-time job boards such as Glassdoor, Indeed, ZipRecruiter and LinkedIn show approximately 500 active bookkeeping job listings across the Washington, DC-Maryland-Virginia area.

Maryland's higher annual job projections for entry-level positions compared with accounting and audit roles (2,740 vs. 2,460) indicate continued demand for entry-level positions in the state. All data was retrieved December 12, 2025.

The accounting AAS provides an immediate and accessible route to a family-sustaining wage by helping students develop accounting skills for various entry-level roles and a solid foundation to meet their career goals. Indeed.com reports the average annual salary for a bookkeeper in Rockville is \$60,000 to \$61,000 (\$28.84-\$29.32 per hour), with areas like Gaithersburg and Bethesda offering higher annual wages from \$62,400 to \$66,560 (\$30-\$32 per hour). The Living Wage Calculator for Maryland provides information on the hourly earnings required to support an adult and/or a family while working full-time (2080 hours per year). When compared with Indeed.com wage data, a single adult working in bookkeeping can generally support themselves in Montgomery County without dependents. Supporting one child, however, requires a second household income at a comparable wage level. Overall, the accounting AAS offers a viable pathway to a family-sustaining wage for some individuals, contributes meaningfully to a household income for others with dependents, and it sets a foundation for career advancement and long-term economic sustainability.

RECOMMENDATION

It is recommended that the Board of Trustees approve the creation of the accounting AAS and that an application be submitted to the Maryland Higher Education Commission.

BACK-UP INFORMATION

Section 13B.02.03.03.H of the Higher Education Article of the Annotated Code of Maryland

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Price

RESOURCE PERSONS

Dr. Benmouna

Dean Henley

Ms. Leonard

Dr. Terry

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 7A
January 21, 2026

Subject: Creation of the Accounting Associate of Applied Science

WHEREAS, To advance Maryland's education and workforce priorities and to strengthen its academic and workforce programs, Montgomery College proposes a new accounting associate of applied science (AAS); the AAS is designed to meet the continuous demand for skilled professionals with accounting expertise within Montgomery County, Maryland, and nationwide; and

WHEREAS, This degree is not intended for transfer or a traditional pathway to public accounting; students pursuing those paths are better served by the business associate of arts; and

WHEREAS, The accounting AAS aims to equip students with the practical skills, technical knowledge, and professional competencies needed to secure an entry-level accounting position upon degree completion; and

WHEREAS, Credits from the existing accounting certificate apply directly to the accounting AAS; and

WHEREAS, The Maryland Higher Education Commission requires an application for new programs; and

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

Resolved, That the Board of Trustees approves the creation of the accounting AAS; and be it further

Resolved, That an application for approval of the accounting AAS be forwarded to the Maryland Higher Education Commission.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 7B
January 21, 2026

**CREATION OF THE ANIMATION ASSOCIATE OF FINE ARTS
AND ANIMATION CERTIFICATE**

BACKGROUND

The *2022 Maryland State Plan for Higher Education* states the goals of equitable access, student success, and the use of innovation to improve equitable access and student success with less debt. Montgomery College affirms these goals through its Strategic Plan, Goal 1: Enhance Connections Between Montgomery College and our Community, and its *Academic Master Plan 2025-2029*, Goal 2: Design Programs and Pathways to Meet Students' Needs. In alignment with these goals, the College advances Maryland's educational and workforce priorities, thereby directly impacting the Montgomery County community, and continues collaboration with partner institutions to expand seamless transfer pathways to four-year institutions within the University System of Maryland.

To advance this work, Montgomery College is proud to introduce a new animation associate of fine arts (AFA) and an accompanying certificate, with all certificate credits applying fully toward the degree. The animation program equips students with the creative and technical skills needed to bring stories to life through 2D and 3D animation. Students learn to craft compelling visual experiences for film, video, gaming, music videos, and emerging digital media using industry-standard tools and technologies. The program also enhances equitable access for the community through open educational resources, Z-course options, and career recruitment events and community partnerships that support internships, mentoring, as well as real-world project experience.

The animation AFA is designed for seamless transfer to bachelor of arts or bachelor of fine arts programs in animation. Articulation agreements are being finalized with the University of Maryland Baltimore County, St. Mary's College of Maryland, Towson University, and the Maryland Institute College of Art. These pathways enable local students to transition into high-demand bachelor's programs. Once executed, the agreements will be submitted to the Maryland Higher Education Commission (MHEC). Upon MHEC approval, the programs will be published in the College's academic catalog, and the transfer agreements will be posted on the College's Transfer webpage.

Careers in animation typically require a bachelor's degree in art or a related discipline and a strong portfolio demonstrating creative and technical proficiency. Because animation is a competitive, skill-driven field, hands-on experience—like that provided through associate and bachelor-level programs—is critical. Structured coursework, individual advising, and regular feedback help students build portfolios that capture employers' attention and expand career opportunities.

Demand for skilled animators continues to grow locally and nationally. According to Lightcast, 518 positions for special effects artists and animators currently exist within a 50-mile radius of the Rockville Campus. Between January 2023 and December 2024, employers posted 728

unique job openings representing 287 different companies, with Leidos ranking as the top employer at 124 postings. The most common job titles were multimedia designer and multimedia specialist, with 3D animation cited as the most in-demand skill. The median regional salary for this area was \$88,098, compared to a national median of \$99,798—supporting a sustainable living standard in Montgomery County for students planning to complete a bachelor's degree. By preparing students for careers with sustainable wages—whether or not they continue to a bachelor's degree—the program contributes to the economic vitality of the region and supports community members seeking to enter creative and technology-driven fields. Nationally, the U.S. Bureau of Labor Statistics projects steady growth in the field from 2024 to 2034, with approximately 5,000 openings for special effects artists and animators annually.

Montgomery College will seek statewide designation for both the animation AFA and the animation certificate, which would make the program the only animation AFA in Maryland. As the state's sole program of its kind, the curriculum provides a distinctive visual arts foundation while developing students' conceptual and technical proficiency in 2D and 3D animation. While Prince George's Community College and Cecil College offer related programs, neither offers a program that focuses exclusively on both 2D and 3D animation. Statewide designation allows students from across Maryland to enroll at the in-county tuition rate if their local community college does not offer a comparable program or has reached enrollment capacity. The animation certificate also qualifies for statewide designation because it aligns directly with the degree.

MHEC requires applications for new programs and statewide designation. Following approval, the programs will be published in the academic catalog. The new animation AFA will replace the existing digital animation associate of applied science, providing a more comprehensive and transfer-focused curriculum, and the new animation certificate will replace the digital animation certificate. The former digital animation associate of applied science and certificate will then be suspended, or phased out over a three-year period, closing enrollment to new students and allowing current students time to complete their degree or transition into the new animation program.

RECOMMENDATION

It is recommended that the Board of Trustees approve the creation of the animation associate of fine arts and accompanying animation certificate with statewide designation and that applications for approval be submitted to MHEC.

BACK-UP INFORMATION

Section 13B.02.03.03 Higher Education Article of Code of Maryland Regulations (COMAR)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Price

RESOURCE PERSONS

Dr. Campbell
Ms. Leonard
Dr. Terry
Dr. Trezza

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 7B
January 21, 2026

Subject: Creation of the Animation Associate of Fine Arts and Animation Certificate

WHEREAS, To advance Maryland's educational and workforce priorities, Montgomery College introduces a new animation associate of fine arts (AFA) and an accompanying certificate, with all certificate credits applying fully toward the degree; and

WHEREAS, The animation AFA is designed for seamless transfer to bachelor of arts or bachelor of fine arts programs in animation; articulation agreements are being finalized with the University of Maryland Baltimore County, St. Mary's College of Maryland, Towson University, and the Maryland Institute College of Art (MICA); and

WHEREAS, Montgomery College will seek statewide designation for both the animation AFA and the animation certificate, which would make the program the only animation AFA in Maryland; as the state's sole program of its kind, the curriculum provides a distinctive visual arts foundation while developing students' conceptual and technical proficiency in 2D and 3D animation; and

WHEREAS, Statewide designation allows students from across Maryland to enroll at the in-county tuition rate if their local community college does not offer a comparable program or has reached enrollment capacity; and

WHEREAS, The animation certificate also qualifies for statewide designation because it aligns directly with the degree; and

WHEREAS, MHEC requires applications for new programs and statewide designation, and following approval, the programs will be published in the academic catalog; and

WHEREAS, The new animation AFA will replace the existing digital animation associate of applied science, providing a more comprehensive and transfer-focused curriculum, and the new animation certificate will replace the digital animation certificate; the former digital animation associate of applied science and certificate will then be suspended, or phased out over a three-year period, closing enrollment to new students and allowing current students time to complete their degree or transition into the new animation program; and

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

Resolved, That the Board of Trustees approves the creation of the animation associate of fine arts and the animation certificate with statewide designations; and be it further

Resolved, That applications for approval of the animation associate of fine arts and the animation certificate with statewide designations be forwarded to the Maryland Higher Education Commission.