

# MONTHLY OUTLOOK

*A Meeting Preview with Data Insights and Strategic Topics*

December 3, 2021

## December Meeting Highlights—What to Expect and Why

Your next meeting takes place on Monday, December 13. Following are major items and topics planned at this time.

**College's FY21 Audit.** In December, the Board convenes as the audit committee prior to the public session Board meeting. The external auditor, CliftonLarsonAllen, LLP, will present the College's audited financial statements for the fiscal year ending June 30, 2021 and 2020. As the audit committee, you are asked to recommend acceptance of the audit. During the public session meeting, you will vote, as the Board, on the audit.

**FY23 Operating Budget.** The proposed current, enterprise, and other funds budgets will be presented for your review, and will return to the Board in January for your vote. Upon your approval, it will be sent to the county government.

**Contract Change Order for Hosted Unified Communications.** This contract change order is a request to extend the current hosted unified communications as a service contract for up to 12 months, which will allow migration to a new voice services platform, while minimizing business disruptions.

**Award of Contract for Hosted Voice Services.** This competitively bid contract is for your approval of collegewide services for office phones, voicemail, classroom phones, emergency phones, fax machines, and conference room phones as well as call center services.

**Award of Contract for HVAC Upgrades.** This competitively bid contract is comprised of two phases. Approval is requested for phase one, which includes the appointment of the construction-manager-at-risk and upgrade of HVAC systems to specific buildings on all three campuses. It is expected that phase two will be presented to the Board for approval in 2022.

**Academic Matters.** Two academic matters will be presented for approval. The first is for approval of a new data science associate of science degree, effective fall 2022. The second is a request to the Maryland Higher Education Commission for an exemption from the state's 60-credit requirement for the community health associate of arts. The College's current degree program requires 61 credits.

**The following item is on your consent calendar:**

**Personnel Actions Confirmation Report.** This report reviews the personnel actions taken during the month of October 2021.

## Data Focus

### Employee Vaccinations, Testing, and Exceptions



**What are the College requirements for employees and students?** All MC employees were required to be vaccinated or have an approved religious or medical exception before November 8. The student deadline is January 7, 2022, in keeping with spring semester registration. Employees who do not comply are subject to progressive disciplinary action up to and including termination. Students who do not comply will be encouraged to enroll in our many virtual classes to continue their education. The College currently has signed memoranda of agreement (MOA) regarding the COVID-19 vaccination requirement with two of our unions and we are waiting for the third to confirm that they have signed off on their MOA. See Table 1 for data on employee compliance.

**Table 1. Montgomery College Employee Vaccination Data**

Total Number of Employees	Number (%) Fully Vaccinated	Number (%) Not Vaccinated
3,328	3,261 (97%)	114 (3%)

**How many employees requested exceptions?** Of those employees who are not vaccinated, 111 requested exceptions. Those with approved exceptions are required to be tested for covid weekly and submit their test results to the College. Only three MC employees are not compliant with the requirement, and progressive disciplinary action has been initiated. See Table 2 for data on employees who are not vaccinated.

**Table 2. Montgomery College Employees Requesting an Exception**

Medical Exceptions Requested	Medical Exceptions Approved	Religious Exceptions Requested	Religious Exceptions Approved
23	9 (39%)	88	11 (13%)

**How is the College verifying employee and student vaccine documentation?** The College has entered into an agreement with the Chesapeake Regional Information System for our Patients (CRISP), to access its database, allowing MC’s human resources and public health teams to verify vaccination reports and testing results from members of the College community. The University System of Maryland has been using CRISP for several months. Embedded contractors and outside groups who use spaces at the College are also required to show that their participants are vaccinated or are testing.

**Will the College require booster shots for those already vaccinated?** The College is keeping a close eye on developments in the vaccine sphere as booster shots have recently been encouraged for those six months out from their full vaccination. Careful attention is also being paid to CDC guidance around new variants—omicron being the latest—and other evolving knowledge about the spread of the coronavirus locally.

In making decisions about re-instating or lifting additional COVID-19 restrictions, the College is following the county’s lead and its focus on two primary metrics: hospital bed utilization and ICU utilization. The intent behind using these two metrics is to proactively monitor the stress that

COVID-19 cases place on our hospital capacity since COVID-19 cases require more resources and can potentially limit access to other patients.

Strategic Topic of the Month

**Students Success Score Card**

The College has been publishing a Student Success Score Card for the past seven years to

highlight the overall progress regarding each phase of students' academic journey. This year's update was published in October. Some of the primary questions we ask about student success—and progress—are presented below.

***Are students completing gateway courses?*** More students than ever are attempting their first college-level math and English, known as gateway courses. The completion of these key courses in a student's first year is one of best early indicators that a student will ultimately complete. The College has been focused on increasing the number of students who attempt these courses *in their first semester*. All program guides list these courses in the first or second semester and counselors and advisors are encouraging students to take these classes early in their academic careers. With the fall 2020 cohort we saw that 79 percent attempted English in their first year and 56 percent attempted math. The pass rates for these classes dipped slightly during the pandemic, but with 79 percent passing their English course and 75 passing their math, it is on par with the collegewide average of 77 percent pass rates for all courses in the fall 2020 semester. When these pass rates were disaggregated, we saw increases in the attempt rates for both courses in females, males, all age groups, and most of our race/ethnicity groups.

***Are students reaching key milestones?*** In addition to looking at course pass rates, looking to see if students are returning and accumulating the credits they need to graduate in a timely fashion are important metrics of progress. Both the fall-to-spring and fall-to-fall measures of retention dropped a little during the pandemic. However, the percentage of students who completed their Year One milestones improved over every other year for the fall 2019 cohort. This was primarily driven by an increase in full-time students who were able to complete 24 credits or more in their first year. The Year Two milestones for this same cohort dropped slightly compared to the fall 2018 cohort largely because many of the part-time students who were not able to complete 24 credits in two years.

***Are students reaching their goals of graduation/transfer?*** The Score Card also looks at overall student success, which is measured as a combination of graduation and transfer rates for students who have attempted at least 18 hours in their first two years. Four years after starting at MC we look to see what percentage of those students have either graduated from MC or transferred to another institution. In FY21 we had over 3,000 students graduate and a total of 4,260 students transfer. Both of those numbers are increases over the previous year.

Warm regards,



Charlene M. Dukes, Ed.D.  
Interim President

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