



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

RECORD OF RESOLUTIONS

Board Room • Central Services Building • 9221 Corporate Boulevard, Rockville, Maryland 20850

This meeting was held in-person and via Zoom webinar
Call-in: 1-301-715-8592 • Webinar ID: 973 5279 1609

September 15, 2025, 6:30 p.m.

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**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 6B
September 15, 2025

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: **26-09-001**
Adopted on: **9/15/2025**

Agenda Item Number: 6B
September 15, 2025

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 May 1, 2025, through July 31, 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 May 1, 2025, through May 31, 2025

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Department
05/12/2025	Alvaro, Mary	ACES Student Success Coord.	27	Sr. VP for Student Services
05/12/2025	Amare, Tsion	Financial Aid Assistant	21	Financial Aid
05/12/2025	Dadgar, Fatema	Enroll. & Student Access Spec.	23	CW Dean Stu Access – GT Stu Affairs
05/12/2025	Pin, Phounam	Financial Aid Assistant	21	Financial Aid
05/27/2025	Juarez, Jaime	Info Security Risk & Comp. Man.	37	OIT Central Administration
05/27/2025	Newman, Ronald	Construction Trades Worker	25	Facilities – Central Admin
05/27/2025	Williams, Sonja	Financial Aid Counselor	27	Financial Aid

STAFF SEPARATIONS

Effective Date	Name	Position Title	Grade	YOS	Department
05/09/2025	Newton, Nancy	Grants Manager	33	11	Grants & Business Development
05/12/2025	Chamberlain, Peter	Administrative Aide III	23	0*	CW Dean Stu Success – RV Stu Srv
05/14/2025	Mason, Tonya ¹	Dean of Student Affairs	37	23	CW Dean Stu Success – RV Stu Srv
05/16/2025	Swanson, Vernon	ACES Student Succ. Coord.	27	0*	ACES-Achiev Colleg Excell & Success
05/17/2025	Diaz, Felix	Building Equip Mechanic II	25	0*	Facilities Operations – RV
05/23/2025	Hernandez, Ana	Nursing Lab & Clinical Assoc	29	0*	Health Sciences Dean
05/23/2025	Isner, Anna	Financial Aid Counselor	27	1	Financial Aid
05/23/2025	Williams, Harold ¹	Planetarium Coordinator	29	34	Biology & Chemistry Dean
05/30/2025	Deabreu, Don ¹	Electrician	25	31	Facilities Operations – RV
05/30/2025	Dodson, Rita ¹	Executive Associate II	27	34	Sr VP for Academic Affairs
05/30/2025	Escobar, Brandon	Campus Police Officer	19	1	Public Safety – GT
05/30/2025	Jones, Christopher ¹	Systems Engineer	33	25	OIT Application Services
05/30/2025	Rusten, Om ¹	Administrative Aide III	23	16	ELAP, Linguistics & Comm Studies

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	1	3	0	1	0	0	5
Male	1	0	1	0	0	0	2
TOTAL	2	3	1	1	0	0	7

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	2	1	2	1	0	0	6
Male	3	2	2	0	0	0	7
TOTAL	5	3	4	1	0	0	13

¹ Retirement

* Less than 1 year

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From May 1, 2025, through May 31, 2025

FACULTY

FACULTY EMPLOYMENTS: None

FACULTY SEPARATIONS

Effective Date	Name	Position Title	YOS	Department
05/23/2025	Coliton, John ¹	Professor	26	Business & Hospitality Dean
05/23/2025	Ennulat, Albert ¹	Professor	37	GITE – Gudelsky Inst Tech Educ
05/23/2025	Niamatali, Stanley ¹	Professor	29	English & Reading Dean
05/23/2025	Watt, Timothy ¹	Professor	30	Biology & Chemistry Dean
05/23/2025	Williams, Hollis ¹	Professor	17	Engineering/Computer Science Dean
05/23/2025	Witte, William ¹	Professor	36	Mathematics Dean

FACULTY SEPARATIONS: Ethnicity and Gender

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

¹ Retirement

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From June 1, 2025, through June 30, 2025

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Department
06/02/2025	Ray-Patterson, Tiffany	SVP for Student Affairs	S1	SR VP for Student Services
06/09/2025	Pruiksma, Michael	Grounds Maintenance Worker	15	Facilities Operations – RV
06/21/2025	Laosebikan, Melayna	Financial Aid Counselor	27	Financial Aid
06/23/2025	Alaran, Rache	ACES Student Success Coord.	27	ACES-Achiev Colleg Excell & Success
06/23/2025	Granados, Jasmin	Student Services Coord. II	19	WDCE Central Administration
06/23/2025	Moody, Doris	Enrollment Services VA Spec.	23	Records and Registration
06/23/2025	Roachford, Ric	Grounds Maintenance Worker	15	Facilities Operations - RV

STAFF SEPARATIONS

Effective Date	Name	Position Title	Grade	YOS	Department
06/01/2025	Cabellon, Edmund	SVP for Student Affairs	S1	0*	Sr. VP for Student Services
06/13/2025	Walker, Brittany	ACES Student Succ. Coord	27	1	ACES-Achiev Colleg Excell & Success
06/20/2025	Burnett, Scott ¹	Analyst-Programmer	33	39	OIT Application Services
06/30/2025	Fitzgerald, Jill ¹	Comm Project Manager	31	35	Adv-Media/Public Relations
06/30/2025	Flores, Dulce	Program Assistant	21	1	BITS Dean WDCE
06/30/2025	Hill, Belva ¹	Administrative Aide II	19	21	Fine Perform Visual Arts Dean
06/30/2025	Hurst, Teri ¹	Department Chair	35	20	English and Reading Dean
06/30/2025	Kephart, Jill ¹	Program Assistant	21	15	CEELS Dean WDCE
06/30/2025	Snizek, James ¹	Dean of Instruction	37	27	Biology & Chemistry Dean
06/30/2025	Tesfa, Hamrawit	Dir. East County Edu Center	37	9	ASVP-Oper Effec & Strat. Initiatives
06/30/2025	Walton, Jenny	Lab Manager	31	8	Fine Perform Visual Arts Dean

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	0	3	1	0	0	1	5
Male	1	1	0	0	0	0	2
TOTAL	1	4	1	0	0	1	7

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	4	3	1	0	0	0	8
Male	2	0	0	1	0	0	3
TOTAL	6	3	1	1	0	0	11

¹ Retirement

* Less than one year

**MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From June 1, 2025, through June 30, 2025**

FACULTY

FACULTY EMPLOYMENTS: None

FACULTY SEPARATIONS: None

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From July 1, 2025, through July 31, 2025

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Department
07/07/2025	Martin, Ronequa	Executive Associate II	27	Sr. VP for Academic Affairs
07/07/2025	Ruby, Aaron	Instructional Lab Coordinator	27	Biology and Chemistry Dean
07/07/2025	Salazar, Nataly	Student Services Coordinator I	17	WDCE Central Administration
07/07/2025	Secuban, Mary Jane	VP of Inclusive Excell & Belonging	39	President
07/07/2025	Turcios-Sorto, Caroline	Community Engagement Spec II	25	Community Engagement
07/07/2025	Villa, Luis	Community Engagement Spec II	25	Community Engagement
07/21/2025	Andrews, Quentin	Instructional Assistant	23	Assessment and Testing Centers
07/21/2025	Povitsky, Marcie	Simulated Learning Exper. Coord.	29	Business and Hospitality Dean

STAFF SEPARATIONS

Effective Date	Name	Position Title	Grade	YOS	Department
07/04/2025	Mauris, Cynthia Lee ¹	Training & Dev Coordinator	29	22	Center for Teaching & Learning
07/08/2025	McKoy, Chantelle	Man. of Talent Acquis. & Employ	33	2	HR/Strategic Talent Management
07/18/2025	Britton, Ida ¹	Administrative Manager	31	15	ASVP-Oper Effec & Strat. Initiatives
07/25/2025	Kanwal, Sayema	Information Tech Manager	37	8	OIT Application Services
07/31/2025	Pina, Donna ¹	Dir. of Foundation Finance	35	22	Advancement/Comm Engage

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	1	1	2	1	0	0	5
Male	1	1	1	0	0	0	3
TOTAL	2	2	3	1	0	0	8

STAFF SEPARATIONS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	1	3	0	1	0	0	5
Male	0	0	0	0	0	0	0
TOTAL	1	3	0	1	0	0	5

¹ Retirement

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From July 1, 2025, through July 31, 2025

FACULTY

FACULTY EMPLOYMENTS: None

FACULTY SEPARATIONS

Effective Date	Name	Position Title	YOS	Department
07/04/2025	Berman, Michael ¹	Professor	25	ELAP, Linguistics & Comm Studies
07/06/2025	Mayercak, Zdeno ¹	Professor	20	Fine Perform Visual Arts Dean
07/07/2025	Naake, Joan ¹	Professor	32	English & Reading Dean
07/30/2025	Bagshaw, Joanne ¹	Professor	14	Social Science Dean

FACULTY SEPARATIONS: Ethnicity and Gender

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

¹ Retirement

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 6C
September 15, 2025

**GRADUATES RECEIVING ASSOCIATE'S DEGREES AND
PROGRAM CERTIFICATES IN SUMMER 2025**

BACKGROUND

The Board of Trustees is required to ratify the conferral of degrees and certificates by the faculty, as certified by the college registrar, each semester. In the event that the ratification by the Board of Trustees takes place after the date of conferral of the degrees and certificates to the graduates, the Board of Trustees must ratify, confirm, and authorize the conferral retroactively ("nunc pro tunc") to the past date of conferral.

RECOMMENDATION

The Board of Trustees is asked to ratify, confirm, and authorize the conferral of degrees and certificates by the faculty on the list of proposed graduates who have successfully completed the requirements of a program, subject to certification of the college registrar, nunc pro tunc to the date of such conferral action.

BACK-UP INFORMATION

Board Resolution
List of Graduates (Board members only)

RESPONSIBLE SENIOR ADMINISTRATORS

Dr. Price
Dr. Ray-Patterson

RESOURCE PERSON

Mr. Cartledge

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **26-09-002**
Adopted on: **9/15/2025**

Agenda Item Number: 6C
September 15, 2025

**Subject: Graduates Receiving Associate's Degrees and Program Certificates in
Summer 2025**

WHEREAS, It is necessary that the Board ratify, confirm and authorize, the past conferral of degrees and certificates on the list of certified candidates attached herewith; and

WHEREAS, The college registrar ("the registrar") has certified that the students of Montgomery College, as listed on the attachment, are expected to complete successfully in the summer 2025 semester the courses and curriculum prescribed by the faculty, and to meet all other requirements of the College, for the degrees and certificates that those students are seeking; and

WHEREAS, The faculty has thereby conferred upon the students of Montgomery College, as listed on the attachment, their respective associate's degrees and certificates, subject to certification by the registrar, that such students have met all applicable requirements; and

WHEREAS, The president recommends that the Board approve the following resolution; now therefore be it

Resolved, That the Board of Trustees ratifies, confirms, and authorizes the faculty's conferral upon the students of Montgomery College, as listed on the attachment, of their respective associate's degrees and certificates, subject to certification by the registrar that such students have met all applicable requirements, nunc pro tunc to the past date on which such conferral took place.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 7
September 15, 2025

**AWARD OF CONTRACT,
PHARMACY BENEFIT MANAGEMENT (PBM) SERVICES, INCLUDING EMPLOYER GROUP
WAIVER PROGRAM (EGWP) + WRAP SERVICES FOR MEDICARE ELIGIBLE MEMBERS,
BID 1175301**

BACKGROUND

Originating Office and Explanation of Request:	The senior vice president for administrative and fiscal services is requesting an award of contract for pharmacy benefit management (PBM) services, including employer group waiver program (EGWP) and wrap services for Medicare eligible members.
Award Type:	Competitive
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 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 operating budget.
Annual Contract Amount:	\$109,562
Vendor Name:	Employers Health Co.
Vendor Address:	4771 Fulton Drive NW Canton, Ohio 44718
Term of Contract:	Three years, with two one-year renewal options
Minority Status	Non-minority
Minority Classification	NA

NOTE:

The pharmacy benefit manager (PBM) is a required component of our self-insured group health plans with Cigna, and is anticipated to manage projected prescriptions in excess of 23,800 for a net cost that exceeds \$7.1 million annually. The net cost considers the average wholesale price, ingredient costs, and the costs to dispense a prescription netted against any rebates or group waiver plans negotiated through this solicitation. The College has previously established cost share allocations with its active employees and retirees for medical and prescription coverage in a combined monthly premium. The cost share allocation for active employees is 75% paid by employer and 25% paid by employee. The cost share allocation for retirees is 60% paid by employer and 40% paid by retiree."

RECOMMENDATION

It is recommended that the Board of Trustees approve a three-year award of contract for pharmacy benefit management (PBM) services, including employer group waiver program (EGWP) and wrap services for Medicare eligible members, to Employers Health Co. of Canton, Ohio, for a total annual amount of \$109,562.

It is further recommended that the contract be renewed for two additional one-year terms, under same terms and conditions, at the sole discretion of Montgomery College, provided service is satisfactory, funds are available, and renewals are in the best interest of the College. The five-year, not-to-exceed total contract amount is \$547,810.

BACKUP INFORMATION

Bid Summary (Board Members Only)
Bidders List (Board Members Only)
Policy 35001: Compensation Programs
Board Resolution 19-06-081
Montgomery County Contracts 1030764 and 1099874

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Johnson
Ms. Mason

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **26-09-003**
Adopted on: **9/15/2025**

Agenda Item Number: 7
September 15, 2025

Subject: Award of Contract, Pharmacy Benefit Management (PBM) Services, including Employer Group Waiver Program (EGWP) and Wrap Services for Medicare Eligible Members, Bid 1175301

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311 (c), a joint request for proposal was issued by Montgomery County Government on February 26, 2025, and posted on the County's Office of Procurement website, and the State of Maryland eMaryland Marketplace webpage; and

WHEREAS, 30 organizations downloaded the request for proposal from the Montgomery County Government procurement website; and

WHEREAS, Three responses were received, read aloud, and recorded, beginning at 3:00 pm on April 11, 2025, at the Montgomery County Government procurement office; and

WHEREAS, Upon evaluation of all submitted proposals by Montgomery College consultant, it was determined that the proposal submitted by Employers Health Co. of Canton, Ohio was the highest evaluated bidder for the College, meeting all College requirements; and

WHEREAS, This resolution aligns with Montgomery College Strategic Plan Goal 2: Cultivate a sense of belonging for everyone at the College, and 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 a three-year award of contract to Employers Health Co. of Canton, Ohio, for pharmacy benefit management (PBM) services, including employer group waiver program (EGWP) and wrap services for Medicare eligible members, for an annual amount of \$109,562; and be it further

Resolved, That the contract be renewed for two additional one-year periods under the same terms and conditions, at the sole discretion of the College, provided services are satisfactory and renewals are in the best interest of the College; 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: 8
September 15, 2025

**FUNCTIONAL TRANSFER,
FY25 CURRENT FUND AND WORKFORCE DEVELOPMENT & CONTINUING EDUCATION
(WDCE) FUND**

BACKGROUND

The College's Current Fund and Workforce Development & Continuing Education (WDCE) Fund budgets are prepared and approved by major functions established by the Maryland Higher Education Commission. State law requires transfer of appropriations between major functions be submitted in writing and approved by the county governing body before they are made and if the county governing body fails to act on a request for a transfer within 30 days, the request is automatically approved as requested.

It is common for actual expenditures to be different from planned functional expenditures. Therefore, at the conclusion of a fiscal year, an analysis of actual expenditures against budgeted expenditures by major functions is conducted to align actual functional expenditures to budgeted functional expenditures. This action is brought to the Board in the September meeting to address the previous year's fiscal year budget.

A functional transfer is necessary to assure that the College's expenditures do not exceed the functional appropriation approved by the county council. The Education Article of the Annotated Code of Maryland provides guidance on how this transfer is to be accomplished.

The College has sufficient expenditure authority in other functions, it is only necessary to request that the county council approve a transfer between functions. This request is automatically approved after 30 days if the council does not act.

During FY25, the College reallocated resources in the College's Current Fund to support key initiatives in support of institutional organizational change priorities. These initiatives are summarized below.

- MCPS and Maryland Blue Print activities; World of Work and MC Experience
- Strategic communications and advisory services
- Graduation; due to rising number of graduates and guests
- Human Resource advisory services for compliance re-alignment of our supplemental retirement plans, peer studies on compensation models, and medical benefit advisory services including market and College dynamics

During FY25, the College reallocated resources in the WDCE Fund to recognize shared organizational costs and strategic alignment of salaries, facility lease costs, and collegewide software tools.

RECOMMENDATION

It is recommended that the Board of Trustees authorize the attached Current Fund and WDCE Fund functional transfer resolution for submission to the county council for approval.

BACKUP INFORMATION

Board Resolution

Policy 61001: Fiscal Control

Section 16-304 of the Education Article of the Annotated Code of Maryland

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Greaney

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **26-09-004**
Adopted on: **9/15/2025**

Agenda Item Number: 8
September 15, 2025

Subject: Functional Transfer FY25 Current Fund and Workforce Development & Continuing Education (WDCE) Fund

WHEREAS, Section 16-304(c)(1) of the Education Article of the Annotated Code of Maryland provides that a community college may not spend more on any major function than the amount appropriated for it; and

WHEREAS, Section 16-304(c)(2)(i) states that transfers of appropriations between major functions shall be submitted in writing and approved by the county governing body before they are made; and

WHEREAS, It is common for actual expenditures to be different from planned functional expenditures; and

WHEREAS, During FY25, the College reallocated resources in the College's Current Fund to support key initiatives in support of institutional organizational change priorities; and

WHEREAS, These initiatives are summarized below:

- MCPS and Maryland Blue Print activities; World of Work and MC Experience
- Strategic communications and advisory services
- Graduation; due to rising number of graduates and guests
- Human Resource advisory services for compliance re-alignment of our supplemental retirement plans, peer studies on compensation models and medical benefit advisory services including market and college dynamics; and

WHEREAS, During FY25, the College reallocated resources in the WDCE fund to recognize shared organizational costs and strategic alignment of salaries, facility lease costs, and collegewide software tools; and

WHEREAS The College will exceed the county's approved functional appropriations if proper action is not taken; and

WHEREAS, The president recommends that the Board of Trustees approve the following resolution; now therefor be it

Resolved, That the Board of Trustees authorizes, subject to county council approval, a Current Fund functional budget transfer as listed below; and be it further

Functional Category	Approved FY25 Budget	Functional Transfer from (-) to (+)	Amended FY25 Budget
Instruction	\$95,130,490	(\$202,568)	\$94,927,922
Academic Support	\$45,689,610	(\$287,040)	\$45,402,570
Student Services	\$36,495,649	\$323,458	\$36,819,107
Operation/Maintenance	\$47,693,505	(\$500,082)	\$47,193,423
Institutional Support	\$51,520,380	\$666,232	\$52,186,612
Scholarships & Fellowships	\$ 6,479,146		\$ 6,479,146
TOTAL	\$283,008,780	\$0	\$283,008,780

Resolved, That the Board of Trustees authorizes, subject to county council approval, a WDCE Fund functional budget transfer as listed below; and be it further

Functional Category	Approved FY25 Budget	Functional Transfer from (-) to (+)	Amended FY25 Budget
Instruction	\$13,667,843		\$13,667,843
Academic Support	\$ 4,397,986		\$ 4,397,986
Student Services	\$ 3,322,387	(\$939,966)	\$ 2,382,421
Operation/Maintenance	\$ 1,310,382	\$307,720	\$ 1,618,102
Institutional Support	\$ 0	\$632,246	\$ 632,246
Scholarships & Fellowships	\$ 50,000		\$ 50,000
TOTAL	\$22,748,598	\$0	\$22,748,598

Resolved, That a copy of the resolution be transmitted to the county executive and county council for approval.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 9A
September 15, 2025

RETIREMENT OF POLICY 31007: AFFIRMATIVE ACTION

General Information

Policy Number:	31007
Contained in Chapter:	Chapter Three
Policy Title:	Affirmative Action
Policy Creation Date:	September 21, 1987
Most Recent Modification Date:	February 25, 2013

Reason for Policy Retirement

This policy complied with expectations that institutions maintain a formal affirmative action program and written affirmative action plans. The College remains firmly committed to diversity, equity, inclusion, and belonging, and takes deliberate action to ensure equal opportunity for all. As these commitments have strengthened and expanded, retiring this policy aligns with evolved legal guidance and reflects the College's ongoing commitment to fostering a diverse workplace through bias-free recruitment.

RECOMMENDATION

It is recommended that the Board of Trustees retire Policy 31007: Affirmative Action.

BACKUP INFORMATION

Resolution
Policy 31007: Affirmative Action

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Mr. Dietz
Ms. Leitch Walker
Dr. Van Camp

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **26-09-005**
Adopted on: **9/15/2025**

Agenda Item Number: 9A
September 15, 2025

Subject: Retirement of Policy 31007: Affirmative Action

WHEREAS, The Board of Trustees created Policy 31007: Affirmative Action in 1987; and

WHEREAS, The policy has served an important purpose in maintaining a formal affirmative action program; and

WHEREAS, The language, authorities, and expectations codified in College Policy 31007: Affirmative Action are well-established in College operations; and

WHEREAS, The policy has been reviewed by the appropriate College community stakeholders for their feedback; and

WHEREAS, The president recommends that the Board retire the policy; now therefore be it

Resolved, That Policy 31007: Affirmative Action be retired as indicated in the attached draft; and be it further

Resolved, That the president is authorized to implement these changes.

Chapter: Personnel

Modification No. 005Subject: **Affirmative Action**

- I. Montgomery College is committed to undertaking conscious, deliberate action designed to assure equal opportunity for all employees and to make additional efforts to recruit, employ, and promote minorities and women at all levels and in all segments of the workforce where they are underrepresented. Toward this end, the President will develop and implement an affirmative action program and an affirmative action plan.
- II. It is the policy of the Board of Trustees to take positive steps to identify and change College policies and other institutional barriers that may prohibit equal employment of employees or adversely affect access, equity, and diversity.
- III. The College is committed to diligently implementing equal employment opportunity and affirmative action practices of hiring employees from underrepresented groups, as designated by federal regulation, and strongly encourages and supports continued efforts in these areas.
- IV. Education is a key element of this policy. The College will provide education and information, as appropriate, for employees to enhance understanding and increase awareness of the College's Affirmative Action Policy. Any mandatory education requirements will be announced and posted on the College's website. The President is authorized to provide institutional leadership and guidance for developing education programs to promote awareness. Some goals to be achieved through education are: (a) ensuring that all individuals are aware of their rights; (b) notifying individuals of conduct that is proscribed; (c) informing employees and contractors about the proper way to recognize and address complaints involving a violation of this policy; (d) preventing issues that this Policy addresses; and (e) identifying the necessary steps for preventing its recurrence and addressing its effects.
- V. The President is authorized to establish procedures to implement this policy.

Board Approval: September 21, 1987; December 18, 1989; April 15, 1991; November 13, 1995; February 25, 2013.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 9C
September 15, 2025

NEW POLICY 92000: IMMIGRATION ENFORCEMENT

General Information

Policy Number:	92000
Contained in Chapter:	Chapter Nine
Policy Title:	Immigration Enforcement

Reason for Policy

This policy ensures compliance with HB 1222, the Maryland Values Act, by prohibiting access to non-public areas of the College by individuals seeking entry for the purpose of enforcing federal immigration law.

Purpose of Each Policy Element

Section	Purpose
I.	This policy statement emphasizes the College's commitment to creating and maintaining an inclusive environment.
II.	This section explicitly references the provisions of the Maryland Values Act in the context of federal immigration policy.
III.	This section affirms that the College does not consent to civil immigration enforcement operations on its premises.
IV.	This section confirms that the College's Office of Public Safety does not request information regarding citizenship or immigration status and does not investigate alleged violations of federal immigration law.
V.	This section grants the president the authority to establish procedures for implementing the policy.

RECOMMENDATION

It is recommended that the Board of Trustees adopt Policy 92000: Immigration Enforcement.

BACKUP INFORMATION

Resolution
Policy 92000: Immigration Enforcement

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Dietz

Mr. Reid

Dr. Van Camp

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **26-09-006**
Adopted on: **9/15/2025**

Agenda Item Number: 9C
September 15, 2025

Subject: New Policy 92000: Immigration Enforcement

WHEREAS, The Board of Trustees and the president have identified the need for a policy to ensure compliance with the Maryland Values Act and maintain an inclusive environment; and

WHEREAS, The issues related to the appropriate response to federal immigration authorities that request access to spaces the College has defined as private, have been researched under the direction of the president; and

WHEREAS, A draft policy statement was reviewed by the appropriate College community stakeholders for their feedback; and

WHEREAS, The president recommends that the Board adopt the policy; now therefore be it

Resolved, That 92000: Immigration Enforcement be adopted as indicated in the attachment; and be it further

Resolved, That the president is authorized to implement this policy.

Chapter: Public Safety, Health, and Emergency Management

Modification No. 001

Subject: **Immigration Enforcement**

- 1 I. Montgomery College is committed to maintaining a safe, respectful, and inclusive
2 environment for all, regardless of citizenship status.
3
4 II. Pursuant to the Maryland Values Act of 2025 (House Bill 1222), public schools, including
5 institutions of higher education, and other State or local government entities that operate
6 at “sensitive locations” shall implement procedures for responding to immigration
7 enforcement activities in a manner consistent with guidance issued by the Maryland
8 Attorney General. Federal immigration policy enforcement remains the responsibility of
9 the federal government; however, the longstanding federal policy limiting immigration
10 enforcement at sensitive locations, including schools, was rescinded in January 2025.
11
12 III. The College does not consent to the conduct of civil immigration enforcement operations
13 on the premises.
14
15 IV. The College’s Office of Public Safety does not request information regarding citizenship
16 or immigration status and does not investigate alleged violations of federal immigration
17 law.
18
19 V. The Board of Trustees authorizes the president to establish any procedures necessary to
20 implement this policy.

Board Approval:

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 10
September 15, 2025

THE 2025 PERFORMANCE ACCOUNTABILITY REPORT

BACKGROUND

The Performance Accountability Report (PAR) is the College's annual report on progress toward reaching benchmarks in key indicators of operations. The report is submitted to the Maryland Higher Education Commission (MHEC) each year. PAR indicators have universal statewide definitions.

This accountability reporting system has been in place since 1996, when it was implemented by MHEC. The reporting structure is based on requirements in the Maryland Higher Education Reorganization Act of 1988. At Montgomery College, the Office of Institutional Research and Effectiveness (OIRE) assumes the primary role for providing the quantitative content of the PAR and coordinating the contributions from administrative offices and Workforce Development & Continuing Education (WDCE). OIRE also assumes the primary role for providing the narrative and coordinating contributions from WDCE and the Office of Business Services.

In addition to a narrative reporting on significant student characteristics, performance metrics and community outreach efforts, the report contains recent trend data on specific quantitative indicators that reflect progress towards benchmarks set by the Board of Trustees, where appropriate. MHEC considers the College's performance on these indicators as the primary component of assessing the institution's effectiveness, and, at the College, the president incorporates the PAR results in monitoring and assessing institutional performance on relevant components of the strategic plan and transformational aspirations.

Upon acceptance of the report by the Board of Trustees, the PAR will be submitted to the Maryland Higher Education Commission.

RECOMMENDATION

It is recommended that the Board of Trustees accept the 2025 Montgomery College Performance Accountability Report, and that the president be authorized to submit the report to the Maryland Higher Education Commission.

BACKUP INFORMATION

2025 Performance Accountability Report (Board members only)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Hamman

RESOURCE PERSON

Dr. Blaylock

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **26-09-007**
Adopted on: **9/15/2025**

Agenda Item Number: 10
September 15, 2025

Subject: The 2025 Performance Accountability Report

WHEREAS, The Maryland Higher Education Commission requires the submission of an annual Performance Accountability Report from the state's public colleges and universities; and

WHEREAS, The 2025 Montgomery College Performance Accountability Report contains the most recent data on the quantitative performance indicators as well as a written discussion of the trends in the narrative portion of the report; and

WHEREAS, The College uses data in the Performance Accountability Report to assess progress on collegewide student success and to contemplate actions where appropriate; and

WHEREAS, The president recommends acceptance of the College's 2025 Performance Accountability Report; now therefore be it

Resolved, That the Board of Trustees accepts the 2025 Montgomery College Performance Accountability Report; and be it further

Resolved, That the president is authorized to submit the report to the Maryland Higher Education Commission.