



BOARD OF TRUSTEES  
MONTGOMERY COLLEGE

# PUBLIC BOARD MEETING AGENDA

Central Services Building ▪ Board Room ▪ 9221 Corporate Boulevard, Rockville, Maryland  
[Link to join Zoom Meeting](#) ▪ By phone: 301-715-8592 ▪ Webinar ID: 992 8754 0299

**BOARD OF TRUSTEES**

**October 14, 2024**

Gloria Aparicio Blackwell  
*Chair*  
TERM ENDS JUNE 30, 2026

**7:30 p.m.**

Annice Cody  
*First Vice Chair*  
TERM ENDS JUNE 30, 2028

Omar A. Lazo  
*Second Vice Chair*  
TERM ENDS JUNE 30, 2027

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

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

Marvin Dickerson  
TERM ENDS JUNE 30, 2030

David A. Hill  
TERM ENDS JUNE 30, 2030

Robert F. Levey  
TERM ENDS JUNE 30, 2025

Maricé I. Morales  
TERM ENDS JUNE 30, 2025

Annet Michelle Namugerwa  
*Student Trustee*  
TERM ENDS JUNE 30, 2025

PRESIDENT AND  
SECRETARY-TREASURER  
Dr. Jermaine F. Williams

1. Call to Order .....Procedural
2. Roll Call ..... Procedural
3. Approval of Agenda .....Procedural
4. Reports .....Information
  - A. President's Report
  - B. Committee and Liaisons' Reports
    - i. Montgomery College Alumni Association Liaison's Report
    - ii. Budget Review and Financial Sustainability Committee Report
    - iii. Community Engagement and Access Committee Report
    - iv. Student Success and Economic Impact Committee Report
  - C. Chair's Report
5. Consent Agenda .....Action
  - A. Minutes
    - i. September 16, 2024 Public Vote and Closed Session Minutes
    - ii. September 16, 2024 Public Meeting Minutes
  - B. Personnel Actions Confirmation Report
6. Recognitions .....Action
  - A. Recognition of Retirees
  - B. Awards of Medallions
    - i. Bronze Medallions
      - a. Professor Joanne Carl
      - b. Dr. Roseli Ejzenberg
      - c. Professor Ever Grier

ii. Silver Medallions

- a. Dr. Monica R.M. Brown
- b. Dr. Sharon Ahern Fechter
- c. Professor Mary Agnes Harrell
- d. Dr. Ijeoma Otigbuo

C. Naming of the Soccer Field on the Rockville Campus

- 7. Academic Matters .....Action
  - A. Deletion of Carpentry Certificate, Electrical Wiring Certificate, HVAC Certificate, and Residential Remodeling and Repair Certificate
  - B. Deletion of Digital Media and Web Technology AAS, Web Design Certificate, and Web Programming Certificate
  - C. Deletion of Radio AAS, Television AAS, Digital Media Production Certificate, and Broadcast Journalism Certificate
- 8. Awards of Contract (Competitive) .....Action
  - A. Award of Contract, Defined Contribution Services (Supplemental Retirement Annuity Plans), Bid e924-008
  - B. Award of Contract, East County Campus Master Planning Consultant Services, Bid e924-012
- 9. Policy Matters .....Information
  - A. Policy 31004–Political Activity
  - B. Policy 31104–Political Activity–President; Designated College Officials
- 10. Budget Matter .....Information
  - The Proposed FY26 Biennial Capital Budget Request
- 11. New Business .....Procedural
- 12. Trustee Comments .....Procedural
- 13. 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](http://www.montgomerycollege.edu/bot).

**WRITTEN COMMENTS.** The Board of Trustees welcomes written comments, which can be sent to [trustees@montgomerycollege.edu](mailto: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](mailto: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](mailto:trustees@montgomerycollege.edu).

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 5B  
October 14, 2024

**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  
October 14, 2043

**Subject: Personnel Actions Confirmation**

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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 August 1, 2024, through August 31, 2024; 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 August 1, 2024, through August 31, 2024**

**STAFF**

**STAFF EMPLOYMENTS**

Effective Date	Name	Position Title	Grade	Department
08/01/2024	Cabellon, Edmund	Interim SVP, Student Affairs	S1	Sen. VP for Student Services
08/05/2024	Cabrera, Desarai	Administrative Aide III	23	ACES-Achiev Colleg Excell & Success
08/05/2024	Lazo, Erika	Instructional Associate	25	Health Sciences Dean
08/05/2024	McGill, Jeffrey	Associate SVP, Oper Effectiveness and Strategic Initiatives	41	Sen. VP for Academic Affairs
08/05/2024	Pine, Ezra	Alumni Specialist	25	Advancement - Alumni
08/05/2024	Rutz, Ximena	Program Assistant	21	CEELS Dean WDCE
08/05/2024	Umana, Daniel	Learning Center Manager	31	CW Learning Centers
08/17/2024	Herrera, Felicity	Human Resources Associate	23	HRSTM
08/19/2024	Alvarado, Veronica	Building Services Worker	11	Facilities Operations-RV
08/19/2024	Boyd, Aaron	Campus Police Officer	19	Public Safety-TP/SS
08/19/2024	Di Silva, Valeria	Director, Enterprise Project Management Officer	39	Sen. VP of Admin & Fiscal Ser
08/19/2024	Gordon, Carey	Campus Police Officer	19	Public Safety-GT
08/19/2024	Lebi, Jude	Inventory & Property Control Specialist	15	Facilities-Central Admin
08/19/2024	Pratt, Briana	Public Safety Dispatcher	15	Public Safety-Central
08/19/2024	Taylor, Ali	Campus Police Officer	19	Public Safety-GT
08/19/2024	Wenz, Adam	Instructional Lab Coordinator	27	Biology and Chemistry Dean

**STAFF SEPARATIONS**

Effective Date	Name	Position Title	Grade	YOS	Department
08/02/2024	Adelsberger, Mark	Public Safety Officer II	15	10	Public Safety-GT
08/02/2024	Diggs, Leonard <sup>1</sup>	Campus Police Supervisor (Sergeant)	25	37	Public Safety-GT
08/04/2024	Wimpy, Mary	Public Safety Dispatcher Lead	17	16	Public Safety-Central
08/05/2024	Pierre, Socrate	Public Safety Officer II	15	0*	Public Safety-TP/SS
08/06/2024	Montes, Luis	Technical Training & Development Coordinator	29	0*	BITS Dean WDCE
08/13/2024	Monexil, Joanne	Building Services Worker	11	9	Facilities Operations-GT
08/15/2024	Carter, Toi	Assistant General Counsel	37	3	General Counsel
08/16/2024	Ahsan, Nabila	Student Services Coordinator I	17	2	WDCE Central Administration
08/16/2024	Cho, Kristy	Records and Registration Specialist	23	4	Records and Registration
08/16/2024	Sheh, Yi <sup>1</sup>	Instructional Assistant	23	20	ELAP, Linguistics and Comm Studies
08/23/2024	Ehart, Michael	Library Access Services Specialist I	17	1	Library-Central
08/23/2024	Touray, Omar	Senior Instructional Assistant	25	0*	Biology and Chemistry Dean
08/29/2024	Fenaoui, Alexander <sup>1</sup>	Financial Aid Specialist	25	25	Financial Aid
08/30/2024	Bonilla, Gloria <sup>1</sup>	Community Outreach Advisor	25	16	Advancement/Comm Engagement
08/30/2024	Manukulasuriya, Udith	Building Services Worker	11	0*	Facilities Operations-RV
08/30/2024	Mistry, Jagubhai <sup>1</sup>	Building Equipment Mechanic II	25	17	Facilities Operations-RV
08/31/2024	Goldberg, Stuart <sup>1</sup>	Digital Learning Specialist	23	25	CW Learning Center

**STAFF EMPLOYMENTS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	<b>TOTAL</b>
Female	0	1	6	0	0	0	<b>7</b>
Male	4	2	1	1	0	1	<b>9</b>
<b>TOTAL</b>	<b>4</b>	<b>3</b>	<b>7</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>16</b>

**STAFF SEPARATIONS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	<b>TOTAL</b>
Female	0	3	1	3	0	0	<b>7</b>
Male	3	3	1	2	0	1	<b>10</b>
<b>TOTAL</b>	<b>3</b>	<b>6</b>	<b>2</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>17</b>

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<sup>1</sup> Retirement

\* Less than one year

**SUMMARY OF PERSONNEL ACTIONS**  
**From August 1, 2024, through August 31, 2024**

**FACULTY**

**FACULTY EMPLOYMENTS**

Effective Date	Name	Position Title	Department
08/17/2024	Alraee, Mais	Assistant Professor	Mathematics Dean
08/17/2024	Brigman, Helena	Professor	English and Reading Dean
08/17/2024	DeLorenzo, Christopher	Assistant Professor	Humanities Dean
08/17/2024	Ewan, Evol	Associate Professor	GITE-Gudelsky Inst Tech Educ
08/17/2024	Halischak, Michael	Associate Professor	Humanities Dean
08/17/2024	Hankin Cashin, Amelia	Associate Professor	Fine Perform Visual Arts Dean
08/17/2024	Inches, Andrew	Professor	Fine Perform Visual Arts Dean
08/17/2024	Kannapell, LeAnne	Professor	CW Dean Student Success-RV Stu Services
08/17/2024	Peachey, Teresa	Associate Professor	Engineering/Computer Sciences Dean
08/17/2024	Perine, Lori	Associate Professor	Mathematics Dean
08/17/2024	Pineda, Jennifer	Instructor	GITE-Gudelsky Inst Tech Educ
08/17/2024	Schariott, Leah	Assistant Professor	Biology and Chemistry Dean
08/17/2024	St. John, Jeffrey	Assistant Professor	GITE-Gudelsky Inst Tech Educ

**FACULTY SEPARATIONS**

Effective Date	Name	Position Title	YOS	Department
08/10/2024	Mohapeloa-Raposo, Mateboho	Professor	8	Health Sciences Dean
08/16/2024	Dickison, Swift <sup>1</sup>	Professor	23	English and Reading Dean
08/16/2024	Owens, Mary <sup>1</sup>	Professor	38	ELAP, Linguistics and Comm Studies
08/23/2024	Childs, Shalawn	Professor	12	CW Dean Stu Success-RV Stu Services

**FACULTY EMPLOYMENTS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	5	1	1	1	0	0	8
Male	4	1	0	0	0	0	5
<b>TOTAL</b>	<b>9</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>13</b>

**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	1	0	0	0	0	0	1
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>

<sup>1</sup> Retirement



**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 6A  
October 14, 2024

**Subject: Retirement Resolution for Full-Time Faculty, Regular Administrative, Associate, and Support Staff**

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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 736 years of service and dedication to the College; and be it

Resolved, That members of 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 RESOLUTION FOR FULL-TIME FACULTY, REGULAR  
ADMINISTRATIVE, ASSOCIATE, AND SUPPORT STAFF**

<b>NAME/JOB TITLE/ RETIREMENT DATE</b>	<b>CAMPUS/DEPARTMENT</b>	<b>YEARS OF SERVICE</b>
Maurice McCambley Director of Campus Facilities June 1, 2024	Germantown Facilities Operations	16
Maria Aronne Professor June 1, 2024	Rockville Mathematics Dean	21
Kurt Borkman Professor June 1, 2024	Germantown Humanities Dean	34
Maureen Edwards Professor June 1, 2024	Rockville Health Sciences Dean	30
Christopher Koch Professor June 1, 2024	Rockville Fine Performing Visual Arts Dean	19
Chester Pryor Professor June 1, 2024	Germantown English and Reading Dean	32
Alison Rose Professor June 1, 2024	Rockville Mathematics Dean	18
David Rothman Professor June 1, 2024	Rockville Fine Performing Visual Arts Dean	16
Mary Sharif Instructional Lab Coordinator June 1, 2024	Rockville Biology and Chemistry Dean	15
Patrice Whiting Professor June 1, 2024	Takoma Park/Silver Spring Health Sciences Dean	24
Rose Denegal Executive Associate II July 1, 2024	Central Services Facilities	25

Kathleen Drew Foundation Scholarship Manager July 1, 2024	Central Services Advancement-Development	43
Sharon Fechter Special Assistant to the President July 1, 2024	Central Services Office of the President	24
Alphonso Hawkins Campus Police Officer July 1, 2024	Germantown Public Safety	23
Natalya Sacks Program Manager I July 1, 2024	Rockville CEELS Dean WDCE	17
Elisa Merendino Administrative Aide II August 1, 2024	Westfield South Center English and Reading Dean	14
Catherine Giovanetti Budget and Finance Manager August 1, 2024	Rockville WDCE Central Administration	34
Dawn Avery Professor August 1, 2024	Rockville Fine Performing Visual Arts Dean	22
Chatnarong Sonetirot Mechanical Engineer August 1, 2024	Central Services Facilities-Central Administration	36
Monica Brown SVP for Student Affairs August 1, 2024	Central Services SVP for Student Services	21
Rose Johnson Administrative Aide II August 1, 2024	Takoma Park/Silver Spring Biology and Chemistry Dean	35
Lucilene Singleton Administrative Aide II August 1, 2024	Takoma Park/Silver Spring Humanities Dean	16
Leonard Diggs Campus Police Supervisor (Sergeant) September 1, 2024	Germantown Public Safety, Health and Emergency Management	37

Swift Dickison Professor September 1, 2024	Rockville English and Reading Dean	23
Mary Owens Professor September 1, 2024	Rockville ELAP, Linguistics and Comm Studies	38
Yi Shah Instructional Assistant September 1, 2024	Germantown ELAP, Linguistics and Comm Studies	20
Alexander Fenaoui Financial Aid Specialist September 1, 2024	Rockville Financial Aid	25
Gloria Bonilla Community Outreach Advisor September 1, 2024	Central Services Advancement/Comm Engagement	16
Jagubhai Mistry Building Equipment Mechanic II September 1, 2024	Rockville Facilities Operations	17
Stuart Goldberg Digital Learning Specialist September 1, 2024	Takoma Park/Silver Spring CW Learning Center	25

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 6Bia  
October 14, 2024

**Subject: Retirement and Award of Emerita Status and Bronze Medallion to Professor  
Joanne Carl**

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WHEREAS, Professor Joanne Carl served Montgomery College with enthusiasm and dedication for 21 years as a full-time faculty member and coordinator of Broadcast Media Production in the Media Arts and Technologies Department and retired from the College on June 1, 2023; and

WHEREAS, Professor Carl served as the coordinator of Broadcast Media Production (2002); was dedicated to creating student pathways to success and completion; she partnered with Montgomery College Television and the Office of Advancement to provide her students with professional experience; wrote and defended curriculum proposals; and led College Area Reviews and General Education Outcome Assessments; and

WHEREAS, Professor Carl secured and managed over \$600,000 in Perkins Grant funding to update the audio and video equipment in the College's academic studios, digital media labs, and radio station (2010); and

WHEREAS, Professor Carl was the recipient of the Outstanding Full-Time Faculty Award for Excellence in Service to the College and Community (2021) and the National Institute for Staff and Organizational Development (NISOD) Excellence Award (2022); and

WHEREAS, Professor Carl served as an assessment fellow and member of the Collegewide Assessment Team, and retired as an outcomes specialist on the Collegewide Curriculum Committee; and

WHEREAS, Professor Carl maintained memberships in professional organizations including Women in Film and Video, the National Academy of Television Arts and Sciences, and the Television, Internet and Video Association; she served on the Board of Trustees of the Academy of the Holy Cross, as a juror for the regional Emmy Awards, on the D.C. Commission on the Arts and Humanities, and on the Skills U.S.A. Maryland competition; and recently, she worked with student leaders to charter the Montgomery College Student Chapter of the Society of Motion Picture and Television Engineers; and

WHEREAS, Professor Carl was a leader in service to the College; she served as chair of the Academic Assembly, and inaugural chair of the Rockville Campus Council (2011), a second term as chair of the Rockville Campus Council (2021 to 2023); as College Council secretary (2011 to 2012); and was a member of the Student Services and Success Council and the Rockville Faculty Senate; and

WHEREAS, Professor Carl partnered with external organizations in our community, guiding her students to produce video projects for Casa de Maryland, Community Ministries of Rockville, Montgomery County Volunteer Fire Recruitment, Literacy Council of Montgomery County,

Friends of the National Zoo, Apple Education, Montgomery County Public Schools, and many more; 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(a) 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/college provost and the president of the College recommend this public recognition of Professor Joanne Carl on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Joanne Carl for her distinguished service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Professor Joanne Carl is granted the status of Professor Emerita, and that she be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That Professor Joanne Carl is awarded the Bronze Medallion in recognition of her distinguished service to the College, and as an expression of gratitude for her dedication and professional commitment 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 Professor Joanne Carl.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 6Bib  
October 14, 2024

**Subject: Retirement and Award of Emerita Status and Bronze Medallion for Dr. Roseli Ejzenberg**

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WHEREAS, Dr. Roseli Ejzenberg served Montgomery College with enthusiasm and dedication for more than 31 years as a full-time faculty member and retired from the College on June 1, 2023; and

WHEREAS, Dr. Ejzenberg served as a full-time professor in the English Language for Academic Purposes (ELAP) program from August 1992 until Spring 2023; served in a variety of roles and made numerous contributions that greatly benefited the College community; and served as coordinator for multiple ELAP courses; and

WHEREAS, Dr. Ejzenberg served as the U.S. State Department Grant Director Facultad Latino-Americana de Ciencias Sociales (FLACSO) at Montgomery College from 1999 to 2003, which promoted the exchange of several Montgomery College Faculty Fellows in two visits to the Dominican Republic and two FLACSO researchers' visits to Montgomery College; and

WHEREAS, Dr. Ejzenberg was a Center for Teaching and Learning, currently E-Learning, Innovation, and Teaching Excellence (ELITE) Fellow (*Cultural Diversity in the Classroom*) from 2011 to 2012); was awarded and completed an Montgomery College Sabbatical Leave (*Promoting Numerical Literacy of English Language Learners*) in 2010; presented frequently at local, regional, and national conferences, including the International Teaching English to Speakers of Other Languages (TESOL) Convention in 2013, the Association of Faculties for Advancement of Community College Teaching (AFACCT) Conference in 2010, and the MC-MCPS Rigor and Relevancy in 2007, College Transitions Conference; and

WHEREAS, Dr. Ejzenberg served as both a member of the Paul Peck Humanities Institute's Holocaust Commemoration Committee and as director during the 2012 to 2013 academic year; served as ESL placement testing specialist in the Montgomery College Assessment Center from 1992 to 1997; served as a tutor at the Writing, Reading, and Language Center; was a Portuguese instructor in the College's Workforce Development and Continuing Education unit and World Languages Department from 2013 to 2014; 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(a) with the appropriate rank or title, subject to the 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/college provost and the president of the College recommend this public recognition of Dr. Roseli Ejzenberg; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Dr. Roseli Ejzenberg for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Dr. Roseli Ejzenberg is granted the status of Professor Emerita, and that she be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That in recognition of her dedicated service to Montgomery College, Dr. Roseli Ejzenberg is awarded the Bronze Medallion for sustained and exemplary distinguished 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 and the Bronze Medallion be presented to Dr. Roseli Ejzenberg.



**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 6Bic  
October 14, 2024

**Subject: Retirement and Award of Emerita Status and Bronze Medallion to Professor  
Ever Grier**

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WHEREAS, Professor Ever Grier served Montgomery College with enthusiasm and dedication for 31 years as a full-time faculty member and retired from the College as of June 1, 2023; and

WHEREAS, Professor Grier served ably and effectively as a counseling faculty member on the Rockville Campus for 31 years, and served as the Rockville department chair for the Counseling and Advising Department for two consecutive terms; and

WHEREAS Professor Grier held an array of leadership positions including the Maryland Affiliate American Council on Education, the National Network for Women Leaders in Higher Education from 2000 to 2002, the Maryland Association for Multicultural Counseling and Development from 1988 to 1990, and the National Association of Student Personnel Administrators from 1990 to 2022; and

WHEREAS, Professor Grier exhibited exemplary skills confronting societal issues affecting American Indians and women throughout her work, which included the design and publication of the first Montgomery College American Indian Heritage Month Calendar of Programs and Events, the Native American Heritage Month Calendars November 2011, 2012, and 2013, and advocated for multicultural and diversity education with a passion for uplifting the voices of leaders and educators in American Indian education, culture, and history; and developed the Parent/Family Engagement Initiative after receiving a Make-It-Happen Grant from 2008 to 2010; and

WHEREAS, Professor Grier served the College in numerous ways including on the Academic Regulations Committee in 2014, the Advising Review Committee in 2018, and the Collegewide Committee for Assessment, Placement, and Development Issues also in 2018; and

WHEREAS, Professor Grier's research and collaboration inspired the "MC Employee Historically Black Colleges and Universities (HBCUs) Challenge: African American & Black History Month 2007"; and

WHEREAS, Professor Grier served as interim director of student life in 2004, administrative associate to the vice president of student affairs from 2001 to 2003, faculty associate for Rockville Campus dean of students from 1999 to 2001, and in the Office of Financial Aid and the Office of Counseling and Advising; and

WHEREAS, Professor Grier actively engaged in training and development programs for continuous improvement and growth, completing Safe Zone Ally Training; the Question, Persuade, and Refer (QPR) Gatekeeper Suicide Prevention Program in 2022; and the Montgomery College Academic Leadership Program: The Chair Academy; and

WHEREAS, Professor Grier provided students with context in course outcomes with life experience and taught First Year Seminar, Career Development, Developments and Application, Study Habits Development, and Seminar for International Students; and

WHEREAS, Professor Grier served on the Collegewide Campus Council as the department chair representative from 2017 to 2018, the Collegewide Student Affairs Redesign Team, and the Ascend Parent Initiative Taskforce from 2020 to 2022; 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(a) with the appropriate rank or title, subject to the 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 interim senior vice president for student affairs and the president recommend this public recognition of Professor Ever Grier; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Ever Grier for her distinguished service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Professor Ever Grier is granted the status of Professor Emerita, and that she be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That Professor Ever Grier is awarded the Bronze Medallion in recognition of her distinguished service to the College, and as an expression of gratitude for her dedication and professional commitment 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 Professor Ever Grier.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 6Bii  
October 14, 2024

**Subject: Award of Emerita Status and Silver Medallion to Dr. Monica R.M. Brown**

WHEREAS, Dr. Monica R.M. Brown served Montgomery College with enthusiasm and dedication for 21 years, beginning as a campus and community coordinator in 2003, then transitioning to associate dean, dean of student development, and associate senior vice president for student services, ultimately serving as senior vice president for student affairs for nine years; and

WHEREAS, Dr. Brown has been appointed president of South Seattle College in Washington state and departed Montgomery College on July 31, 2024; and

WHEREAS, In her capacity as senior vice president, Dr. Brown provided leadership for the Student Affairs division, including counseling and advising, disability support services, financial aid, athletics, student life, student support services, veterans services, Raptor Central, and the Achieving Collegiate Excellence and Success (ACES) program; and

WHEREAS, Dr. Brown provided extraordinary guidance and leadership support to faculty, staff, and administrative colleagues in Student Affairs; and

WHEREAS, Through her leadership she has left an indelible, positive impact on students, colleagues, the institution, and the community; and

WHEREAS, Dr. Brown fostered student success through the student journey starting with admissions, registration, financial aid, and disability support services; through counseling and advising with attention to coordination with academic departments; to comprehensive student life opportunities as well as veterans services; and

WHEREAS, Dr. Brown oversaw the development and implementation of the Student Affairs Master Plan, which guided the work of the Student Affairs division in enhancing the student experience and addressing the varied and evolving needs of Montgomery College students; and

WHEREAS, Dr. Brown directed the creation of the College's Enrollment Management Plan, which provided principles and strategies for attracting and retaining students; and

WHEREAS, She provided leadership for the College's implementation of Maryland's Career and College Readiness and College Completion Act, seminal legislation aimed at improving educational outcomes for Maryland students; and

WHEREAS, Dr. Brown is deeply committed to student wellness and led efforts to establish the health and wellness center to address student basic needs, and, under her leadership, the College developed a partnership with Capital Area Food Bank to offer Mobile Markets,

and was awarded a basic needs grant of \$900,000 to expand wraparound services for students; and

WHEREAS, As part of her commitment to student wellness, Dr. Brown led the efforts to establish procedures and protocols for the Collegewide Behavioral Intervention Team; and

WHEREAS, Dr. Brown encouraged the success of all students, and under her leadership, the College secured a gift of more than \$1 million for single parent scholarships and was designated as a FamilyU Seal recipient and an exemplary higher education institution for serving parenting students; and

WHEREAS, Dr. Brown provided leadership for the Achieving Collegiate Excellence and Success (ACES) program and coordinated with partners Montgomery County Public Schools and the Universities at Shady Grove to expand opportunity for high school students; and

WHEREAS, Dr. Brown oversaw the launching of the Presidential Scholars Program to address declining enrollment and completion of African American male students; and

WHEREAS, Dr. Brown supported students' participation in athletics programs and led the conversion of Montgomery College athletics from Division III to Division I and II, a major change that enhanced opportunities for students in athletics program; and

WHEREAS, Dr. Brown brought her leadership perspectives to numerous College groups and initiatives, including the Closing the Achievement Gap Task Force, developmental advising, academic departmental advising, mental health initiatives, Title IX compliance, and the strategic plan steering committee; and

WHEREAS, Dr. Brown engaged in professional development opportunities, including the Aspen Presidential Fellowship for Community College Excellence, the Thomas Lakin Institute for Mentored Leadership, the American Association of Women in Community Colleges Leaders Institute, and the Leadership Montgomery Core Program; and

WHEREAS, Dr. Brown has maintained academic endeavors through presentations and guest lecturing in venues that include Seton Hall University, University of Maryland Global College, Morgan State University, the Anne Arundel Community College African American Leadership Institute, and the Wor-Wic Community College Leadership Institute; and

WHEREAS, Her community engagement included service on the American Association of Community Colleges Commission on College Readiness, the Higher Education Research and Development Institute Innovate Advisory Board, the Future Link Program Board of Trustees, the Generation Hope Board of Directors, and the Pinkney Innovation Complex for Science and Technology at Montgomery College (PIC MC) Foundation Board of Directors; and

WHEREAS, The president of the College recommends this public recognition of Dr. Brown; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Dr. Monica R.M. Brown for her outstanding service to the College; and be it further

Resolved, That Dr. Monica R.M. Brown is granted the status of Administrator Emerita and that she be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That Dr. Monica R.M. Brown is awarded the Silver Medallion in recognition of her outstanding service to the College and the community, and as an expression of gratitude of the College for her dedication and professional commitment to further the goals of the College; 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 and the Silver Medallion be presented to Dr. Monica R.M. Brown.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 6Biib  
October 14, 2024

**Subject: Retirement and Award of Emerita Status and Silver Medallion to Dr. Sharon Ahern Fechter**

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WHEREAS, Dr. Sharon Ahern Fechter served Montgomery College with enthusiasm and dedication for 24 years as a faculty member, chair, and administrator until her retirement on June 30, 2024; and

WHEREAS, Dr. Fechter began her career as professor of Spanish and collegewide world languages coordinator, then chaired the department of world languages and philosophy from 2009 to 2015, and later served as dean of humanities from 2015 to 2023, with an appointment to acting vice president and provost for the communications, health sciences, health and physical education, and humanities unit and Takoma Park/Silver Spring Campus for spring 2018; and

WHEREAS, Dr. Fechter was appointed to serve as interim senior vice president for academic affairs from May 2023 through December 31, 2023, and then served as special assistant to the president for institutional projects until her retirement; and

WHEREAS, Through her many roles she has left an indelible, positive impact on students, colleagues, the institution, and the community; and

WHEREAS, Dr. Fechter played a leadership role in numerous College initiatives, including the launch of the Cherry Blossom Festival highlighting student research in the humanities (now in its ninth year); the restructuring of the women's studies certificate to make it more inclusive and accessible as the women's and gender studies certificate; and multiple College Area Reviews to improve courses and programs; and

WHEREAS, Her participation on numerous College leadership groups and projects included the Closing the Achievement Gap Task Force; College Council, for which she served as chair from 2014 to 2015; the Hispanic Serving Institution Task Force; as well as numerous ethnic, cultural, and language events, such as the Confluence Conference for Translation and Interpretation; and

WHEREAS, Dr. Fechter played a major role in the College's reaccreditation processes, including service as co-chair of the Middle States Self-Study from 2006 to 2008; co-chair of the Middle States Periodic Review Report from 2011 to 2013; and member of the Self-Study Steering Committee from 2015 to 2018; and

WHEREAS, Dr. Fechter is an academic leader who has published a textbook, *Paso Adelante*, a student activities manual; been a contributing author for *Classmates 3* and *Classmates 4*; and published articles for journals including *Hispania*; and

WHEREAS, Dr. Fechter served as president of the American Association of Teachers of Spanish and Portuguese; and

WHEREAS, Dr. Fechter has been a presenter or panelist at numerous national conferences for humanities and foreign languages, including the American Association of Teachers of Spanish and Portuguese, the Modern Language Association, the Center for Integrated Language Communities, the American Council on the Teaching of Foreign Languages, and the Center for Advanced Study of Language, among others; and

WHEREAS, Dr. Fechter has also presented within Maryland including the Maryland Foreign Language Association, and the Maryland Community Colleges Chief Academic Officers Academic Leadership Conference; and

WHEREAS, Dr. Fechter played a major role in accreditation peer review and served as a visiting team member, a follow-up team member, and as a team chair or vice chair for the Middle States Commission on Higher Education since 2007 addressing Middle States standards at 10 colleges and one university; and

WHEREAS, The Maryland Association of Community Colleges and Morgan State University selected Dr. Fechter to serve as a Community College Leadership Fellow in 2003; and

WHEREAS, Dr. Fechter received an Outstanding Faculty Award in 2006 and 2014, the College's On Their Shoulders We Stand Award in 2024 from the women's and gender studies program, the Phi Delta Kappa Washington Area Educator of the Year Award in 2014, and an Outstanding Teacher of the Year for Two-Year Colleges from the American Association of Teachers of Spanish and Portuguese in 2009; and

WHEREAS, The president of the College recommends this public recognition of Dr. Fechter; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Dr. Sharon Ahern Fechter for her outstanding service to the College; and be it further

Resolved, That Dr. Sharon Ahern Fechter is granted the status of Professor Emerita and that she be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That Dr. Sharon Ahern Fechter is awarded the Silver Medallion in recognition of her outstanding service to the College and the community, and as an expression of gratitude of the College for her dedication and professional commitment to further the goals of the College; 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 and the Silver Medallion be presented to Dr. Sharon Ahern Fechter.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 6Biic  
October 14, 2024

**Subject: Retirement and Award of Emerita Status and Silver Medallion to Professor  
Mary Agnes Harrell**

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WHEREAS, Professor Mary Agnes (Aggie) Harrell served Montgomery College with enthusiasm and dedication for 48 years as a full-time faculty member and retired from the College as of February 1, 2020; and

WHEREAS, Professor Harrell served ably and effectively as a counseling faculty member on the Rockville Campus for 48 years, also teaching in psychology, criminal justice, and physical education/ health enhancement; and

WHEREAS, Professor Harrell exhibited exemplary organizational skills when she was assigned to continue to work with students of color, including the Black and African American Awards Program when the late Dr. Harry Harden moved to a leadership position; as counseling department dean at the Germantown Campus; and as a member of the Rockville Counseling Leadership Group, and

WHEREAS, Professor Harrell became certified as a national clinical mental health counselor in 1995, a master addictions counselor in 1997, a licensed clinical professional counselor in 2002, and as a recognized clinical supervisor in 2012 as a faculty member at the College; and

WHEREAS, Professor Harrell was awarded the Montgomery College Outstanding Faculty Service Award in 1996; was awarded the National Institute for Staff and Organizational Development Excellence Award for contributions to teaching and learning in 1997, 1998, and 1999; and

WHEREAS, Professor Harrell served as a faculty mentor for over five years to four faculty members: one in the Humanities, Social Sciences, and Education Division, three in the Counseling/Student Affairs Division, and many students in the Summer Bridge (STSU100) course for Science Technology Engineering and Mathematics; and

WHEREAS, Professor Harrell served five years as a representative of the Academic Regulations Committee; served as the Rockville Curriculum Advisory Person for the Collegewide Curriculum Committee for three terms from 2006 to 2010; served on Rockville Campus Behavioral Intervention Team from 2009 to 2020; served on Faculty Senate for three years, one as chair; and served one term on the Employee Services Council from 2017 to 2019; and

WHEREAS, Professor Harrell provided leadership and institutional knowledge to the American English Language Program Committee, the Strategic Planning Committee, the Multi-Cultural Committee, the Women's Studies Committee, the Academic Appeals Committee, and the Emergency Preparedness Committee; 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(a) with the appropriate rank or title, subject to the approval of the Board of Trustees; and

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

WHEREAS, The interim senior vice president for student affairs and the president of the College recommend this public recognition of Professor Aggie Harrell on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Professor Mary Agnes (Aggie) Harrell for her distinguished service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Professor Mary Agnes (Aggie) Harrell is granted the status of Professor Emerita and that she be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That in recognition of her dedicated service to Montgomery College, Professor Mary Agnes (Aggie) Harrell is awarded the Silver Medallion for sustained and exemplary outstanding service; 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 Silver Medallion be presented to Professor Aggie Harrell.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 6Bid  
October 14, 2024

**Subject: Retirement and Award of Emerita Status and Silver Medallion to Dr. Ijeoma Otigbuo**

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WHEREAS, Dr. Ijeoma Otigbuo served Montgomery College with enthusiasm and dedication for more than 27 years as an instructional lab coordinator, then full-time faculty member, and retired from the College on January 1, 2023; and

WHEREAS, Dr. Otigbuo worked as an instructional lab coordinator before transitioning to full-time faculty in the biology department on the Takoma Park/Silver Spring Campus; and

WHEREAS, Dr. Otigbuo served as biology department chair; instructor of microbiology, nutrition, and three additional biology courses; taught youth camps for Workforce Development and Continuing Education and their healthcare anatomy and physiology course; and

WHEREAS, Dr. Otigbuo served as co-principal investigator on two National Science Foundation grants awarded to Montgomery College from 2000 to 2002 and again in 2012, authored and awarded a Make It Happen Grant to promote scientific inquiry, and received a Montgomery College Foundation Grant for workshop development to support the AIDS Awareness Resource program at Montgomery College; and

WHEREAS, Dr. Otigbuo served as a member of the Montgomery College Medical Careers Advising Committee; sponsor for the Biology Club; liaison for the Takoma Park/Silver Spring Campus Study Abroad Program; led the Montgomery College team to Senegal and Gambia; served as a member of the Montgomery College International Education Task Force Planning Committee; presented numerous seminars to students and faculty on the topics of “Dealing with HIV/AIDS”, “Emerging and Re-emerging Infectious Diseases of Global Concern”, and “The Cultural and Global Implications of the Ebola Crisis”; and

WHEREAS, Dr. Otigbuo received a Teaching Excellence Award in 1999 and a National Institute for Staff and Organizational Development (NISOD) award in 2000, a Life & Times Magazine Award for Science Educational Excellence in 2014, a Distinguished Public Health Research & Exceptional Achievement Award from Women Empowered To Achieve The Impossible Academy in 2014, and a World Music and Independent Film Festival in Washington Lifetime Achievement Award for Outstanding Contributions to the Field of Education and Global Health in 2013; and

WHEREAS, Dr. Otigbuo authored several papers and texts on the subject of microbiology including “Microbiology: Laboratory Theory & Application, General Microbiology: A Practical Study Guide”, co-authored “Introductory Microbiology: An Inquiry-Based Laboratory Manual,” approved by the American Society of Microbiologists; and

WHEREAS, Dr. Otigbuo sought to dispel the stigma associated with communicable diseases such as HIV/AIDS through her work on President Obama’s HIV/AIDS Task Force and as a

member of the HIV Planning Group from the Infectious Disease Bureau of the Prevention and Health Promotion Administration at the Maryland Department of Health and Hygiene; and

WHEREAS, Dr. Otigbuo's work was acknowledged at the national and international level, in 2014, resulting in an invitation to address the Federal Office of Minority Health Resource Center on the topic of "African Women's Health" and the United Nations on "Education as an Imperative for a Transformative Post 2015 Sustainable Development Agenda"; 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(a) with the appropriate rank or title, subject to the approval of the Board of Trustees; and

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

WHEREAS, The senior vice president for academic affairs/college provost and the president of the College recommend this public recognition of Dr. Ijeoma Otigbuo; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Dr. Ijeoma Otigbuo for her outstanding service to the College and extend to her their best wishes that her retirement years be fulfilling and productive; and be it further

Resolved, That Dr. Ijeoma Otigbuo is granted the status of Professor Emerita, and that she be awarded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That in recognition of her dedicated service to Montgomery College, Dr. Ijeoma Otigbuo is awarded the Silver 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 and the Silver Medallion be presented to Dr. Ijeoma Otigbuo.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 6C  
October 14, 2024

**NAMING OF SOCCER FIELD ON THE ROCKVILLE CAMPUS**

BACKGROUND

Long-time and generous donors to the Montgomery College Foundation starting in 2014, Mary Pat and Darren Alcus have often stepped up to support important initiatives that have a direct impact on access, completion and post-completion success for Montgomery College students. After Mary Pat Alcus posed the question of funding gaps at the College, she and her husband were presented with a proposal to support athletic scholarships.

The proposal provided important information about our athletic program and the critical role athletic scholarships play in the recruitment and retention of our college athletes, especially for students with limited financial resources. It also included information about foreign-born students who face additional financial hurdles because they do not qualify for federal financial aid and often bear most of the cost of college themselves. The Alcus' recognize our student-athletes' potential both to compete and win in our high-performing athletic programs and to use that same drive and focus to get to the finish line: earning a college degree. With an appreciation for the impact scholarships will have on our student-athletes, Mr. and Mrs. Alcus made the decision to focus their most recent gift to help provide a pathway to college, and college completion, for our talented student-athletes.

In recognition of the years of support and generosity provided by Mary Pat and Darren Alcus, including their most recent gift supporting athletic scholarships, it is proposed to name the soccer field on the Rockville Campus "Alcus Field."

RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed resolution to name the soccer field on the Rockville Campus "Alcus Field."

BACKUP INFORMATION

Board Resolution  
Policy 74001–Naming Campuses, Facilities, Buildings, Rooms, and Institutes

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Campbell

RESOURCE PERSON

Ms. Matthews

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 6C  
October 14, 2024

**Subject: Naming of the Soccer Field on the Rockville Campus**

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WHEREAS, Montgomery College wishes to recognize and honor long-time donors Mary Pat and Darren Alcus for their ongoing support, including their extraordinary gift supporting athletic scholarships; and

WHEREAS, Mr. and Mrs. Alcus are highly regarded within the community for their philanthropy and the College is a direct beneficiary of their support; and

WHEREAS, Montgomery College determines that naming the soccer field in recognition of Mr. and Mrs. Alcus' most recent gift is an appropriate recognition for a major gift of this level; and

WHEREAS, In addition to supporting athletic scholarships, Mr. and Mrs. Alcus are also generous donors to the Achieving Collegiate Excellence and Success Program, as well as other initiatives at the College; and

WHEREAS, Mrs. Alcus is chair of the Montgomery College Foundation Board of Directors and supports the College through her time and valuable guidance; and

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

Resolved, That the Board of Trustees approve the naming of the soccer field on the Rockville Campus as "Alcus Field" in recognition of Mary Pat and Darren Alcus' generous support of the College's mission.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 7A  
October 14, 2024

**DELETION OF CARPENTRY CERTIFICATE, ELECTRICAL WIRING CERTIFICATE,  
HVAC CERTIFICATE, AND RESIDENTIAL REMODELING AND REPAIR CERTIFICATE**

BACKGROUND

Montgomery College's building trades program includes the following career-focused programs that provide students with relevant skills to meet workforce needs in Montgomery County: carpentry certificate, electrical wiring certificate, HVAC certificate, and residential remodeling and repair certificate. The programs prepare students for employment or advancement in the building trades and construction industry.

In fall 2022, the discipline created the building trades technology certificate. The certificate is a consolidation of the four existing certificates. Students complete two core BLDG courses and an additional 15 elective credits based on their interest, trade, and professional and personal goals.

Upon approval of the building trades technology certificate, the former programs—carpentry certificate, electrical wiring certificate, HVAC certificate, and residential remodeling and repair certificate—were suspended to allow enrolled students to complete their program or change their major to the building trades technology certificate or another program at the College. During the three-year suspension period, no new students were admitted to the programs. The suspension period expires spring 2025 and the former programs are scheduled for deletion in summer 2025.

Montgomery College is committed to help all students complete their program of study. Since programs may be discontinued at the discretion of the College, the discipline provides all students affected by such decisions assistance in choosing appropriate courses and programs for completion. In this case, newly-enrolled students are referred to the building trades technology certificate or a building trades technology A.A.S. in their preferred trade.

RECOMMENDATION

It is recommended that the Board of Trustees approve the deletion of carpentry certificate, electrical wiring certificate, HVAC certificate, and residential remodeling and repair certificate and that notification 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

Mr. Greenfield  
Dr. Vilmar

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 7A  
October 14, 2024

**Subject: Deletion of Carpentry Certificate, Electrical Wiring Certificate,  
HVAC Certificate, and Residential Remodeling and Repair Certificate**

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WHEREAS, Montgomery College's building trades program includes the following career-focused programs that provide students with relevant skills to meet workforce needs in Montgomery County: carpentry certificate, electrical wiring certificate, HVAC certificate, and residential remodeling and repair certificate; and

WHEREAS, The programs prepare students for employment or advancement in the building trades and construction industry; and

WHEREAS, In fall 2022, the discipline created the building trades technology certificate, which is a consolidation of the four existing certificates; students complete two core BLDG courses and an additional 15 elective credits based on their interest, trade, and professional and personal goals; and

WHEREAS, Upon approval of the building trades technology certificate, the former programs—carpentry certificate, electrical wiring certificate, HVAC certificate, and residential remodeling and repair certificate—were suspended to allow enrolled students to complete their program or change their major to the building trades technology certificate or another program at the College; and

WHEREAS, During the three-year suspension period, no new students were admitted to the programs; the suspension period expires spring 2025 and the former programs are scheduled for deletion in summer 2025; and

WHEREAS, Montgomery College is committed to help all students complete their program of study. Since programs may be discontinued at the discretion of the College, the discipline provides all students affected by such decisions assistance in choosing appropriate courses and programs for completion; and

WHEREAS, In this case, newly-enrolled students are referred to the building trades technology certificate or a building trades technology A.A.S. in their preferred trade; and

WHEREAS, Deletion of the building trades certificates require notification to the Maryland Higher Education Commission; and

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

Resolved, That the members of the Board of Trustees approve the deletion of carpentry certificate, electrical wiring certificate, HVAC certificate, and residential remodeling and repair certificate; and be it further

Resolved, That notification of the program deletions be forwarded to the Maryland Higher Education Commission.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 7B  
October 14, 2024

**DELETION OF DIGITAL MEDIA AND WEB TECHNOLOGY A.A.S.,  
WEB DESIGN CERTIFICATE, AND WEB PROGRAMMING CERTIFICATE**

BACKGROUND

Montgomery College's digital media and web technology discipline includes the following career-focused programs that provide students with relevant skills to meet workforce needs in Montgomery County: digital media and web technology A.A.S., web design certificate, and web programming certificate. The programs provide students the skills needed to design and develop user interfaces, websites, and web applications.

In fall 2022, the new digital media and web technology A.A. was created as a replacement for the A.A.S., and the web design and web programming certificates were streamlined into one revised web development certificate that aligns with the A.A. The digital media and web technology A.A. provides students the skills and knowledge needed to excel in the rapidly growing field of website and web application development. After degree completion, students can transfer to a four-year university or enter the workforce in an entry-level position such as user-interface developer, web developer, digital media specialist, web designer, or multimedia specialist.

Upon approval of the digital media and web technology A.A., the former programs—digital media and web technology A.A.S., web design certificate, and web programming certificate—were suspended to allow enrolled students to complete their program or change their major to the new A.A. or another program at the College. During the three-year suspension period, no new students were admitted to the programs. The suspension period expires spring 2025 and the former programs are scheduled for deletion in summer 2025.

Montgomery College is committed to help all students complete their program of study. Since programs may be discontinued at the discretion of the College, the discipline provides all students affected by such decisions assistance in choosing appropriate courses and programs for completion. In this case, newly-enrolled students are referred to the digital media and web technology A.A. or revised web development certificate.

RECOMMENDATION

It is recommended that the Board of Trustees approve the deletion of digital media and web technology A.A.S., web design certificate, and web programming certificate and that notification 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. Campbell  
Dr. Trezza



**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 7B  
October 14, 2024

**Subject: Deletion of Digital Media and Web Technology A.A.S., Web Design Certificate, and Web Programming Certificate**

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WHEREAS, Montgomery College's digital media and web technology discipline includes the following career-focused programs that provide students with relevant skills to meet workforce needs in Montgomery County: digital media and web technology A.A.S., web design certificate, and web programming certificate; and

WHEREAS, The programs provide students the skills needed to design and develop user interfaces, websites, and web applications; and

WHEREAS, In fall 2022, the new digital media and web technology A.A. was created as a replacement for the A.A.S., and the web design and web programming certificates were streamlined into one revised web development certificate that aligns with the A.A.; and

WHEREAS, The digital media and web technology A.A. provides students the skills and knowledge needed to excel in the rapidly growing field of website and web application development; after degree completion, students can transfer to a four-year university or enter the workforce in an entry-level position such as user-interface developer, web developer, digital media specialist, web designer, or multimedia specialist; and

WHEREAS, Upon approval of the digital media and web technology A.A., the former programs—digital media and web technology A.A.S., web design certificate, and web programming certificate—were suspended to allow enrolled students to complete their program or change their major to the new A.A. or another program at the College; and

WHEREAS, During the three-year suspension period, no new students were admitted to the programs; the suspension period expires spring 2025 and the former programs are scheduled for deletion in summer 2025; and

WHEREAS, Montgomery College is committed to help all students complete their program of study; since programs may be discontinued at the discretion of the College, the discipline provides all students affected by such decisions assistance in choosing appropriate courses and programs for completion; and

WHEREAS, In this case, newly-enrolled students are referred to the digital media and web technology A.A or revised web development certificate; and

WHEREAS, Deletion of the digital media and web technology A.A.S. requires notification to the Maryland Higher Education Commission; and

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

Resolved, That the members of the Board of Trustees approve the deletion of digital media and web technology A.A.S., web design certificate, and web programming certificate; and be it further

Resolved, That notification of the program deletions be forwarded to the Maryland Higher Education Commission.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 7C  
October 14, 2024

**DELETION OF RADIO A.A.S., TELEVISION A.A.S., DIGITAL MEDIA PRODUCTION  
CERTIFICATE, AND BROADCAST JOURNALISM CERTIFICATE**

BACKGROUND

Montgomery College's broadcast media program includes the following career-focused programs that provide students with relevant skills to meet workforce needs in Montgomery County: radio A.A.S., television A.A.S., digital media production certificate, and broadcast journalism certificate. The programs prepare students for entry-level employment with video and audio production skills through hands-on, experience-based classes in studio, field, and post-production.

In fall 2022, the new media production A.A. and media production certificate were created as a replacement for the A.A.S. programs. The media production A.A. includes options for video, film, or audio specialization, as well as increased opportunities for transfer, reduced time to completion, flexibility for students to specialize within their chosen program, and a baccalaureate pathway for film students where none previously existed.

Upon approval of the media production A.A. and certificate, the former programs—radio A.A.S., television A.A.S., digital media production certificate, and broadcast journalism certificate—were suspended to allow enrolled students to complete their program or change their major to the media production program or another program at the College. During the three-year suspension period, no new students were admitted to the programs. The suspension period expires spring 2025 and the former programs are scheduled for deletion in summer 2025.

Montgomery College is committed to help all students complete their program of study. Since programs may be discontinued at the discretion of the College, the discipline provides all students affected by such decisions assistance in choosing appropriate courses and programs for completion. In this case, newly-enrolled students are referred to the media production A.A. or media production certificate.

RECOMMENDATION

It is recommended that the Board of Trustees approve the deletion of radio A.A.S., television A.A.S., digital media production certificate, and broadcast journalism certificate and that notification 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. Campbell  
Dr. Trezza

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 7C  
October 14, 2024

**Subject: Deletion of Radio A.A.S., Television A.A.S., Digital Media Production Certificate, and Broadcast Journalism Certificate**

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WHEREAS, Montgomery College's broadcast media program includes the following career-focused programs that provide students with relevant skills to meet workforce needs in Montgomery County: radio A.A.S., television A.A.S., digital media production certificate, and broadcast journalism certificate; and

WHEREAS, The programs prepare students for entry-level employment with video and audio production skills through hands-on, experience-based classes in studio, field, and post-production; and

WHEREAS, In fall 2022, the new media production A.A. and media production certificate were created as replacements for the A.A.S. programs; and

WHEREAS, The media production A.A. includes options for video, film, or audio specialization, as well as increased opportunities for transfer, reduced time to completion, flexibility for students to specialize within their chosen program, and a baccalaureate pathway for film students where none previously existed; and

WHEREAS, Upon approval of the media production A.A. and certificate, the former programs—radio A.A.S., television A.A.S., digital media production certificate, and broadcast journalism certificate—were suspended to allow enrolled students to complete their program or change their major to the media production program or another program at the College; and

WHEREAS, During the three-year suspension period, no new students were admitted to the programs; the suspension period expires spring 2025 and the former programs are scheduled for deletion in summer 2025; and

WHEREAS, Montgomery College is committed to help all students complete their program of study; since programs may be discontinued at the discretion of the College, the discipline provides all students affected by such decisions assistance in choosing appropriate courses and programs for completion; and

WHEREAS, In this case, newly-enrolled students are referred to the media production A.A. or media production certificate; and

WHEREAS, Deletion of the broadcast media programs require notification to the Maryland Higher Education Commission; and

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

Resolved, That the members of the Board of Trustees approve the deletion of radio A.A.S., television A.A.S., digital media production certificate, and broadcast journalism certificate; and be it further

Resolved, That notification of the program deletions be forwarded to the Maryland Higher Education Commission.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 8A  
October 14, 2024

**AWARD OF CONTRACT,  
DEFINED CONTRIBUTION SERVICES (SUPPLEMENTAL RETIREMENT ANNUITY PLANS),  
BID e924-008**

BACKGROUND

Request:	Defined Contribution Services (Supplemental Retirement Annuity Plans)
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services
Award Type:	Competitive
Bid Number:	E924-008
Explanation of Request:	<p>The senior vice president for administrative and fiscal services is requesting an award of contract for supplemental retirement annuity plan (SRA) vendors to administer qualified 403(b) and 457(b) retirement plans, as well as compliance coordination services required for management of multiple vendor options.</p> <p>If SRAs are not in place, the College cannot fulfill its obligation to offer and administer additional retirement savings options to all eligible employees above their statutory retirement election. Employees would not be able to make tax-free retirement contributions into qualified 403(b) and/or 457(b) plans to maximize retirement readiness.</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 and contract documents were developed by appropriate College staff and consultant.
Annual Dollar Amount:	All administration fees for SRAs are 100% participant-funded.
Vendor Name:	<ol style="list-style-type: none"> <li>1. TIAA</li> <li>2. Corebridge Financial</li> <li>3. Equitable</li> <li>4. Voya Financial</li> </ol>
Vendor Address:	<ol style="list-style-type: none"> <li>1. New York, New York</li> <li>2. Phoenix, Arizona</li> <li>3. New York, New York</li> <li>4. Windsor, Connecticut</li> </ol>
Term of Contract:	Three-year term, with two one-year renewal options
Minority Status	Non-minority
Minority Classification	NA

## RECOMMENDATION

It is recommended that the Board of Trustees approve a three-year award of contract to TIAA of New York, New York; Corebridge Financial of Phoenix, Arizona; Equitable of New York, New York; and Voya Financial of Windsor, Connecticut, as supplemental retirement annuity plan service providers.

It is further recommended 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, funding is available, and renewals are in the best interest of the College.

## BACKUP INFORMATION

Board Resolution  
Bid Summary (Board Members Only)  
Bidders List (Board Members Only)  
Policy 35001 – Compensation Programs

## RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

## RESOURCE PERSONS

Mr. Johnson  
Ms. Leitch Walker  
Ms. Mason

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 8A  
October 14, 2024

**Subject: Award of Contract, Defined Contribution Services (Supplemental Retirement Annuity Plans), Bid e924-008**

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WHEREAS, The senior vice president for administrative and fiscal services is requesting an award of contract for supplemental retirement annuity plans; and

WHEREAS, Employees must be able to make tax-free retirement contributions into qualified 403(b) and/or 457(b) plans; and

WHEREAS, If supplementary requirement annuity plans are not in place, the College would not be able to fulfill its obligation to offer and administer supplemental retirement annuities (SRA) to all eligible employees; and

WHEREAS, The director of procurement certifies that specifications and were developed by appropriate College staff and consultant, and the chief business/financial strategy officer certifies that funds are planned and available in the FY25 operating budget for compliance coordinator services; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), a Request for Proposal was publicly advertised on February 6, 2024, on the Montgomery College Procurement and the State of Maryland eMaryland Marketplace Advantage websites; and

WHEREAS, 31 firms received the request for proposal, of which, 30 firms downloaded the proposal from the Montgomery College procurement website, and one firm received the solicitation document from another source; and

WHEREAS, 10 of the 31 firms were identified as minority business enterprises; and

WHEREAS, Four responses were received, read aloud, and recorded in the office of procurement, beginning at 3:00 pm on March 6, 2024; and

WHEREAS, Upon evaluation of all vendor proposals by appropriate College staff, it was determined that proposals submitted by TIAA of New York, New York; Corebridge Financial of Phoenix, Arizona; Equitable of New York, New York; and Voya Financial of Windsor, Connecticut, met 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; and

WHEREAS, Awards resulting from competitive sealed proposals 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 three-year award of contract for a supplementary retirement account to TIAA of New York, New York; Corebridge Financial of Phoenix, Arizona; Equitable of New York, New York; and Voya Financial of Windsor, Connecticut; 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: 8B  
October 14, 2024

**AWARD OF CONTRACT,  
EAST COUNTY CAMPUS MASTER PLANNING CONSULTANT SERVICES,  
BID e924-012**

**BACKGROUND**

Request:	East County Campus Master Planning Consultant Services
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services
Award Type:	Competitive
Bid Number:	E924-012
Explanation of Request:	<p>The senior vice president for administrative and fiscal services is requesting an award of contract for East County Campus master planning consultant services. Montgomery College is seeking to build a fourth full-service campus in the eastern part of the County to better serve the residents of eastern Montgomery County.</p> <p>The master planning consultant team being engaged under this contract will help guide, advise, and evaluate multiple sites to determine the most suitable location for the College, and develop a master plan for the new East County Campus to guide future development.</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 and contract documents were developed by appropriate College staff and the chief business/financial strategy officer certifies that funds are available in the FY25 capital budget.
Annual Dollar Amount:	\$677,420
Vendor Name:	Cannon Washington, Inc. dba: CannonDesign
Vendor Address:	250 W. Pratt Street, #2100 Baltimore, Maryland 21201
Term of Contract:	One-time purchase
Minority Status	Non-minority
Minority Classification	NA

**RECOMMENDATION**

It is recommended that the Board of Trustees approve an award of contract for East County Campus master planning consultant services to Cannon Washington, Inc.; dba; CannonDesign of Baltimore, Maryland, for a one-time purchase in the amount of \$677,420.



BACKUP INFORMATION

Board Resolution  
Bid Summary (Board Members Only)  
Bidders List (Board Members Only)  
Policy 41000 – Student Success

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Mr. Johnson

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 8B  
October 14, 2024

**Subject: Award of Contract, East County Campus Master Planning Consultant Services, Bid e924-012**

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WHEREAS, The senior vice president for administrative and fiscal services is requesting an award of contract for East County Campus master planning consultant services; and

WHEREAS, Montgomery College is seeking to build a fourth full-service campus in the eastern part of the County to better serve the residents of east county; and

WHEREAS, The master planning consultant team being engaged under this contract will help guide, advise, and evaluate multiple sites to determine the most suitable location for the College, and develop a master plan for the new East County Campus to guide future development; and

WHEREAS, The director of procurement certifies that specifications were developed by appropriate College staff and the chief business/financial strategy officer certifies that funds are planned for and available in the FY25 capital budget; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311 (c), a request for proposal was issued on May 3, 2024, and posted on the Montgomery College Procurement and eMaryland Marketplace websites; and

WHEREAS, 48 firms downloaded the request for proposal, of which, 15 were identified as minority business enterprises, and

WHEREAS, Two responses were received, read aloud, and recorded, beginning at 3:00 pm on May 17, 2024; and

WHEREAS, Upon evaluation of all submitted proposals by College staff, it was determined that the proposal submitted by Cannon Washington Inc., dba: CannonDesign 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; 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 the Board of Trustees approve an award of contract for East County Campus master planning consultant services to Cannon Washington Inc., dba: CannonDesign of Baltimore, Maryland, for a one-time purchase in the amount of \$677,420; and be it further

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

# Policy Review: No Change

*Policy 11005 Formulation and Issuance of College Policies and Procedures* states that “The Board of Trustees is committed to reviewing established policies to affirm their continued relevance, update, or retire them, as appropriate. During each reaccreditation cycle of the College, the Board will review each policy at least once”

Review may result in no changes, modification of the policy, or retirement of the policy.

The attached policy has been reviewed as part of the current accreditation cycle and is presented to the Board for review with no changes.

**Policy Name:** 31004

**Policy Number:** Political Activity

## **Brief description of the policy and the rationale for no changes:**

31004: Political Activity was adopted in 1987 and clearly communicates the College’s commitment to supporting employee’s right to free expression of their political views while making it clear that when they do so it is as individuals and in their own personal time, not as representatives of the institution or during times they are expected to be performing College responsibilities.

The policy is concise and remains accurate and relevant and no changes are recommended at this time.

## **DEI review:**

No concerns or suggested edits.

In reviewing this policy, the following criteria were considered. This checklist affirms that the policy stewards and leadership have considered these factors. Additional comments are provided when appropriate and as needed.

**The policy, as it stands, continues to:**

- Advance the College’s mission
- Comply with current legislation (if applicable)
- Comply with the Board’s authority
- Align with other policies
- Align with College practices

311004: Political Activity—President; Designated College Officials references 31004.

**The policy, as it stands, is consistent with the following goals and principles:**

- Enhance connections between Montgomery College and our community
- Cultivate a sense of belonging for everyone at the College
- Enhance educational and organizational effectiveness
- Increase economic impact for our students and community

Ensuring an environment in which employees are encouraged to engage in free speech and engagement in full citizenship responsibilities while placing reasonable restrictions on activities ensures that all member of the College community may maintain a sense of belonging. Specifying activities may not occur during times individuals they are expected to be performing College responsibilities protects organizational effectiveness.

**Implications for the following have been considered/addressed:**

- Fiscal operations
- Collective Bargaining Agreements

The policy has been reviewed by Vice President of Human Resources and Strategic Talent Management and no implications for CBA are apparent.

**The policy, as it stands, is:**

- X Focused and clear in its purpose
- X Clearly written, including using current terminology
- X Aligned with current College practices
- X Focused on policy-level language (not operational)

The policy is concise, focused, and aligns with practices and guidelines shared with employees.

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Chapter: Personnel

Modification No. 001

Subject: **Political Activity**

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- I. All College employees have the right to free political expression and to participate, as individuals, in politics or political campaigns.
- II. College employees engaged in political activity shall make it clear that their actions are an expression of their own individual feelings and do not represent the College's position as an institution.
- III. While employees are encouraged and expected to assume full citizenship responsibilities by taking an active part in issues, platform development, voting, etc., they shall do this as individuals and not during times they are expected to be performing College responsibilities.
- IV. The President is authorized to establish procedures to implement this policy.

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Board Approval: September 21, 1987.

# Policy Review: No Change

*Policy 11005 Formulation and Issuance of College Policies and Procedures* states that “The Board of Trustees is committed to reviewing established policies to affirm their continued relevance, update, or retire them, as appropriate. During each reaccreditation cycle of the College, the Board will review each policy at least once”

Review may result in no changes, modification of the policy, or retirement of the policy.

The attached policy has been reviewed as part of the current accreditation cycle and is presented to the Board for review with no changes.

**Policy Name:** 31104

**Policy Number:** Political Activity – President; Designated College Officials

**Brief description of the policy and the rationale for no changes:**

31104: Political Activity – President; Designated College Officials was adopted in 2001 to clarify that in consideration of the unique role that the President holds at the College, the liberal right to free expression of political views afforded other employees in 31004: Political Activity, is not appropriate for the activities of the President.

The policy remains accurate and relevant and no changes are recommended at this time.

**DEI review:**

No concerns or suggested edits.

In reviewing this policy, the following criteria were considered. This checklist affirms that the policy stewards and leadership have considered these factors. Additional comments are provided when appropriate and as needed.

**The policy, as it stands, continues to:**

- Advance the College’s mission
- Comply with current legislation (if applicable)
- Comply with the Board’s authority
- Align with other policies
- Align with College practices

31104 Political Activity – President; Designated College Officials references 31004: Political Activity.

**The policy, as it stands, is consistent with the following goals and principles:**

- Enhance connections between Montgomery College and our community
- Cultivate a sense of belonging for everyone at the College
- Enhance educational and organizational effectiveness
- Increase economic impact for our students and community

Maintaining a policy that the President should not engage in political activities and should continually represent the College and its interests ensures ongoing connection between the College and the community, supports an environment in which all members of the College community may maintain a sense of belonging, and protects organizational effectiveness.

**Implications for the following have been considered/addressed:**

- Fiscal operations
- Collective Bargaining Agreements

N/A



**The policy, as it stands, is:**

- X Focused and clear in its purpose
- X Clearly written, including using current terminology
- X Aligned with current College practices
- X Focused on policy-level language (not operational)

The policy is well written and clear in its purpose. There are some operational details but this is necessary due to the scope and applicability of the policy.

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Chapter: Personnel

Modification No. 001

Subject: Political Activity—President; Designated College Officials

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- I. The President is the principal representative of the College to the community. This unique representative role of the institution is perceived in nearly all activities of the President and renders extremely difficult any perception that the President is acting as an individual, apart from the College, regardless of the circumstances. This is especially the case when the President is acting in a public arena or in a way that could be communicated to third parties (such as written endorsements, etc.)
- II. Although the Policy of the Board of Trustees with respect to Political Activity (31004) permits College employees to engage in political activities, generally, so long as such employees make it clear that their actions are an expression of their own individual feelings and do not represent the College's position as an institution, this liberal permission for employees to engage in political activities is not appropriate for the activities of the President given the perceptions of the President's representative role. The President should continue to represent the College and its interests as an institution, including representation in such political activities as meetings and discussions with elected and appointed officials and taking positions with respect to legislation, budgetary actions, taxation and finance, and political questions (including but not limited to Charter questions).
- III. Accordingly, it is the policy of the Board of Trustees that the President be subject to and confine any political activities in accordance with the following guidelines:
  - A. May not be identified with or become part of an endorsement committee or similar group for any political candidate or party.
  - B. May not directly or indirectly state or declare in writing "support" for a candidate.
  - C. May not attend fundraisers for political candidates or political parties (however, may write campaign contributions as an individual—of course, may not seek reimbursement of any kind from the College for such contributions).
  - D. May not be involved in scheduling use of facilities of the College or otherwise involved in any meetings or programs of political candidates or political parties using the facilities of the College or any other assets of the College (each candidate may be directed to the staff person responsible for use of facilities or assets, where all candidates are given equal access on equal terms).
  - E. May not comment in any mass media on any candidate except as otherwise permitted in this Policy; may comment on matters of interest to the College.

- F. May engage in educational forums and activities as authorized by the Board of Trustees.
  - G. May encourage registration to vote unless done in such a way as to favor a particular candidate or political party.
  - H. May represent the College as an institution with respect to political issues affecting the College, and may express support for positions that are deemed in the best interest of the College. This representation may include oral and written statements and discussions with elected and appointed officials and other members of the community, including the mass media, taking and advocating positions with respect to political issues, including but not limited to proposed or needed legislation, budget, taxation and finance actions, actions related to constitutional and charter questions and all other political matters and actions that may affect the College as an institution and the ability of the College to perform its mission in the community.
- IV. In addition, the President is authorized to designate certain College officials and employees (“Designated Officials”) who because of their unique positions and authority are similarly unable to act as individuals in political activities without being perceived as also acting as representatives of the College. The President may implement guidelines for the political activities of these Designated Officials that are no more stringent than guidelines applicable to the President under this Policy, but may be less restrictive and may be unique to a particular position or positions.
- V. The President is authorized to establish procedures to implement this policy.

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Board Approval: December 10, 2001.