

NEW TRUSTEE ORIENTATION



Board of Trustees
Montgomery College
August 28, 2017

Stephen D. Cain, PhD,
Chief of Staff/Chief Strategy Officer

Lily Lee,
Manager, Board Operations and Services

HOW?

WHO?

WHAT?

WHY?

WHERE?

WHEN?

Agenda

WHY?

WHO?

WHAT?

WHERE?

WHEN?

HOW?



WHY?

WHO?

WHAT?

WHERE?

WHEN?

HOW?

WHY?

- **Why did you apply to become a member of the Montgomery College Board of Trustees?**
- **Students!**
- **Your fiduciary responsibility**
- **Maryland Law**
- **What is a Trustee?**

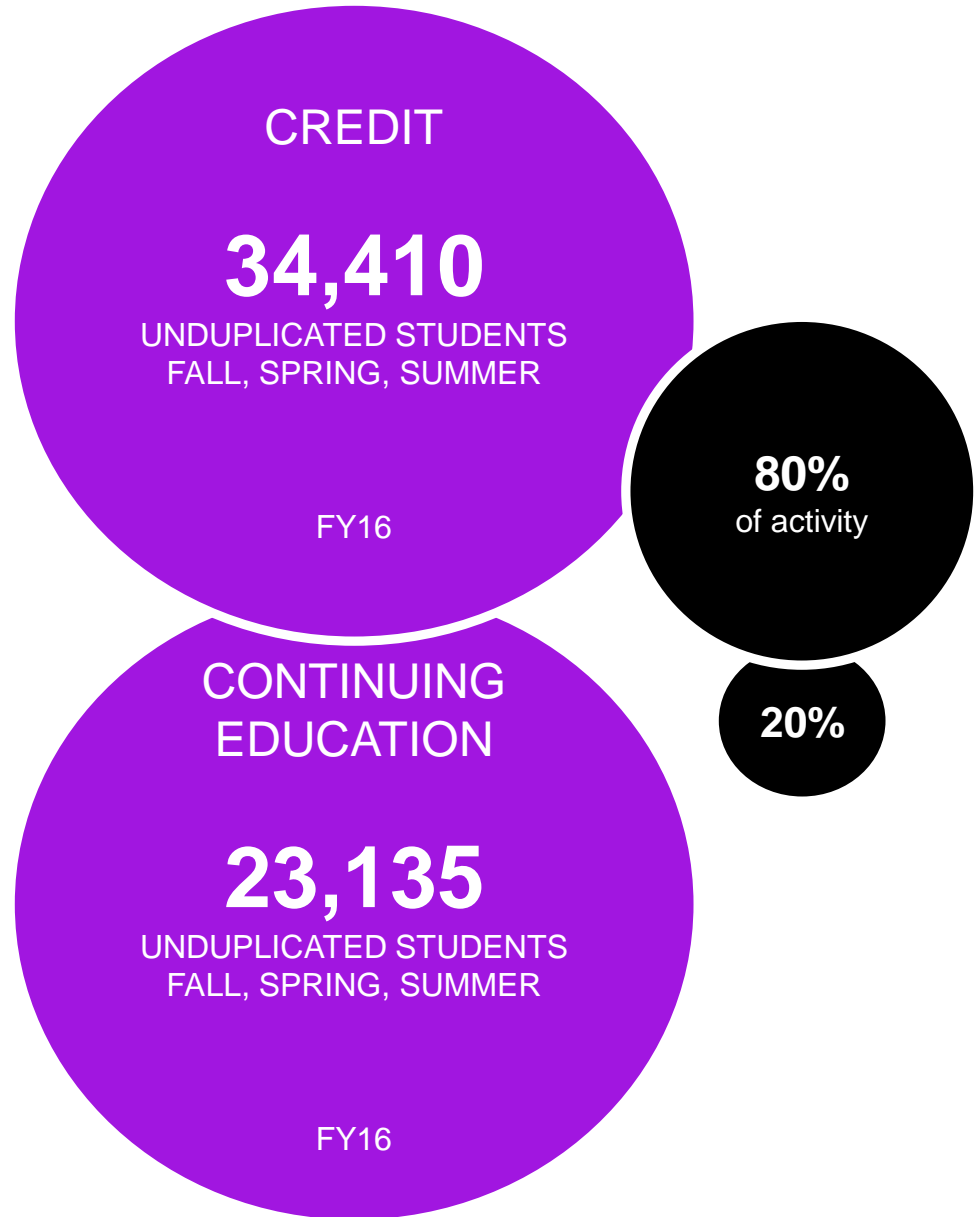
STUDENTS

Raison d'être

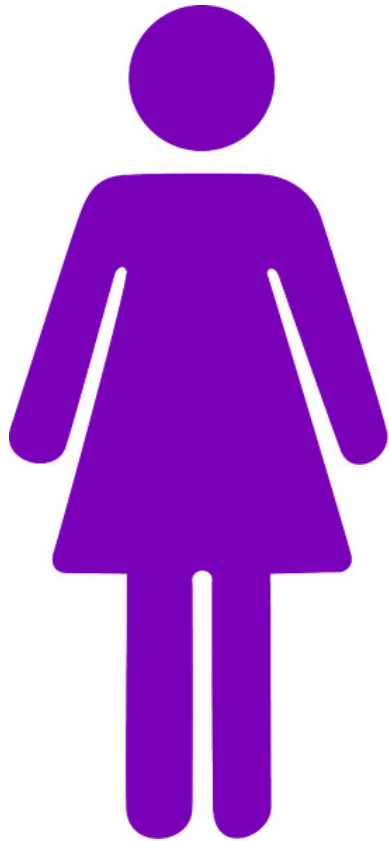


STUDENTS

57,000



STUDENTS (CREDIT STUDENTS FALL 2016)



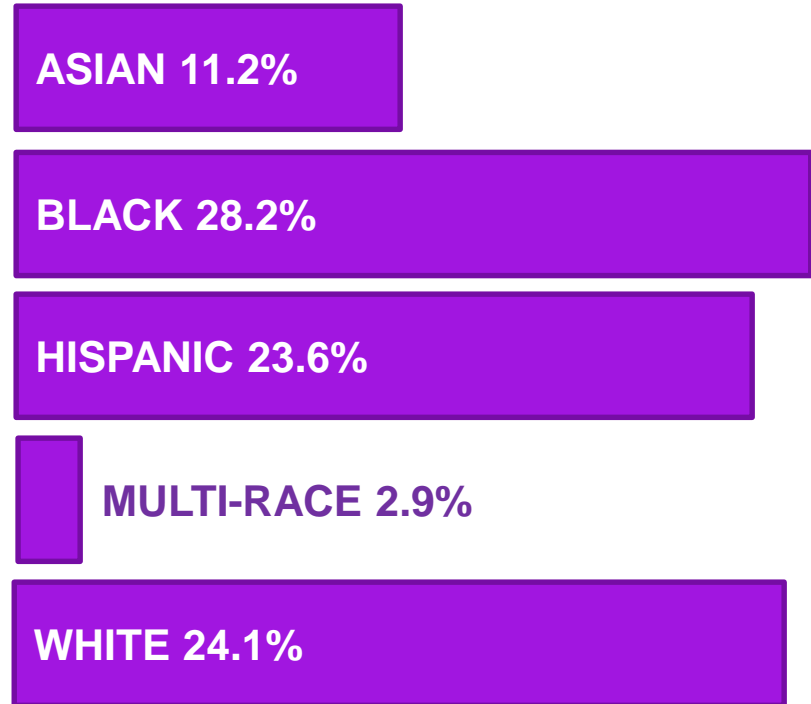
52.9%
FEMALE

47.1%
MALE

STUDENTS (CREDIT STUDENTS FALL 2016)

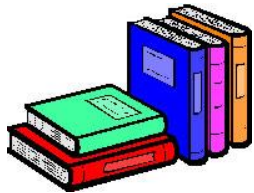


No majority race



STUDENTS (CREDIT STUDENTS FALL 2016)

Highest Enrolled Programs



General Studies – 6,873



Business – 2,341



Science – 1,436



Engineering – 1,370

130
PROGRAMS

STUDENTS (CREDIT STUDENTS FALL 2016)

Highest Enrolled Courses

1. ENGL 101 Intro to College Writing
2. MATH 080 Mathematics Prep
3. ENGL 102 Critical Reading, Writing, and Research
4. PSYC 102 General Psychology
5. COMM 108 Intro to Human Communication
6. SOCY 100 Introduction to Sociology
7. MATH 096 Intermediate Algebra
8. MATH 117 Elements of Statistics
9. BIOL 150 Principles of Biology I
10. MATH 165 Pre-calculus

1,300
COURSES

STUDENTS (CREDIT STUDENTS FY16)



GRADUATES
2,770

TRANSFERS
8,180

Federal
definition

State
definition

Complete
College
America

More!

STUDENTS (FALL 2012 STUDENTS AFTER 3 YEARS)



GRADUATES	17.9%
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TRANSFERS	24.7%
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COMPLETION	42.6%
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WHY?

- Why did you apply to become a member of the Montgomery College Board of Trustees?
- Students!
- **Your fiduciary responsibility**
- **Maryland Law**
- **What is a Trustee?**

Your Fiduciary Responsibility

- Care
- Loyalty
- Obedience

Source: [Fiduciary Duties of Governing Board Members](#), Association of Governing Boards

1. FULFILL THE FIDUCIARY DUTY OF CARE BY:

- Acting at all times in good-faith and with the appropriate diligence, care, and skill required under the circumstances.
- Acting in a manner reasonably believed to be in the best interests of the institution.
- Actively attending and participating in all board and committee meetings, reading and evaluating the materials presented, and asking questions about unexplained results and unfamiliar issues.
- Retiring from board service (or declining nominations) if one is no longer able to satisfy the time, effort, and attendance expectations for the institution's governing body members.
- Relying, when appropriate, on experts who serve the board by evaluating complex matters, while questioning their reports when their advice is inconsistent with expectations.

2. FULFILL THE FIDUCIARY DUTY OF LOYALTY BY:

- ✦ Faithfully pursuing the interests of the college or university and its charitable or public purposes rather than one's own interests or the interests of another person or organization.**
- ✦ Actively disclosing existing or potential financial conflicts of interest and dual interests, and recusing oneself from board discussions and votes on transactions or policy matters, in accordance with the institution's conflict-of-interest policy.**
- ✦ Maintaining complete confidentiality about any matters presented to the governing board at all times, unless otherwise directed by the board and subject to state transparency laws applicable to public institutions.**
- ✦ Retaining the governing board's independence from external and internal stakeholders in the conduct of its oversight and policy responsibilities.**

3. FULFILL THE FIDUCIARY DUTY OF OBEDIENCE BY:

- ✦ Ensuring that the institution is acting at all times in accordance with its mission and purposes.
- ✦ Ensuring that the college or university, in all of its activities, is acting in legal and ethical compliance with the law and applicable internal and external rules.
- ✦ Instituting effective internal controls to achieve compliance and to identify and address problems.

WHY?

- Why did you apply to become a member of the Montgomery College Board of Trustees?
- Students!
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- **Maryland Law**
- **What is a Trustee?**

Maryland Law

EDUCATION ACT

- 16-101 – Board of Community College Trustees
- 16-102 – Officers; Meetings
- 16-103 – Powers of Board of Trustees
- 16-411 – Montgomery County Board of Trustees
- 16-412 – Montgomery County Public Employment Relations
- 16-413 – Site selection in Montgomery County

Maryland Law (16-101, 16-102)

EDUCATION
DIVISION III. HIGHER EDUCATION
TITLE 16. COMMUNITY COLLEGES
SUBTITLE 1. ORGANIZATION AND GOVERNMENT OF COMMUNITY COLLEGES

Md. EDUCATION Code Ann. § 16-101 (2012)

§ 16-101. Board of community college trustees

(a) Established in counties with community colleges. -- There is a board of community college trustees in each county that has one or more community colleges.

(b) Establishment in counties without community colleges. --

(1) The governing body of any county that does not have a community college may request permission to establish one from the Maryland Higher Education Commission.

(2) On recommendation of the Commission, the Governor shall appoint a board of community college trustees for that county.

(c) Composition. -- Except as provided in Subtitle 4 of this title, each board is composed of seven members appointed by the Governor, with the advice and consent of the Senate.

(d) Term and vacancies. --

(1) Except as provided in Subtitle 4 of this title, each member serves for a term of 6 years from July 1 of the year the appointment is made and until a successor is appointed and qualifies. These terms are staggered, and of the initial appointments to a board, five shall be for terms of 1 to 5 years respectively, and two shall be for terms of 6 years.

(2) A member appointed to fill a vacancy in an unexpired term serves only for the remainder of that term and until a successor is appointed and qualifies.

(3) A member may be reappointed.

HISTORY: An. Code 1957, art. 77A, §§ 1, 9; 1978, ch. 22, § 2; 1988, ch. 246, § 2; 1991, ch. 464, § 3; 1994, ch. 3, § 1; 1996, ch. 10, § 16.

EDUCATION
DIVISION III. HIGHER EDUCATION
TITLE 16. COMMUNITY COLLEGES
SUBTITLE 1. ORGANIZATION AND GOVERNMENT OF COMMUNITY COLLEGES

Md. EDUCATION Code Ann. § 16-102 (2012)

§ 16-102. Officers; meetings

(a) Officers. -- Each board of trustees:

(1) Shall elect one of its members as its chairman;

(2) Except as provided in § 16-105 (g) of this subtitle, shall choose the president of one of the county community colleges to serve as secretary-treasurer of the board; and

(3) May elect any other officer it requires.

(b) Meetings. -- Each board shall determine the time and place of its meetings and may adopt rules for the conduct of its meetings.

HISTORY: An. Code 1957, art. 77A, §§ 5, 9; 1978, ch. 22, § 2; 1996, ch. 10, § 16; ch. 129; 1998, ch. 21, § 9.

Maryland Law (16-103)

EDUCATION
DIVISION III. HIGHER EDUCATION
TITLE 16. COMMUNITY COLLEGES
SUBTITLE 1. ORGANIZATION AND GOVERNMENT OF COMMUNITY COLLEGES

Md. EDUCATION Code Ann. § 16-103 (2012)

§ 16-103. Powers of board of trustees

(a) In general. -- In addition to the other powers granted and duties imposed by this title, and subject to the authority of the Maryland Higher Education Commission, each board of community college trustees has the powers and duties set forth in this section.

(b) Establishment and operation. -- With the approval of the Maryland Higher Education Commission, each board of trustees may establish and operate one or more community colleges.

(c) General control; rules and regulations. -- Each board of trustees shall exercise general control over the community college, keep separate records and minutes, and adopt reasonable rules, regulations, or bylaws to carry out the provisions of this subtitle.

(d) Salaries and tenure. -- Each board of trustees may fix the salaries and tenure of the president, faculty, and other employees of the community college.

(e) Acquisition of property. -- Each board of trustees may purchase, lease, condemn, or otherwise acquire any property it considers necessary for the operation of the community college.

(f) Disposition of property. --

(1) Each board of trustees may sell, lease, or otherwise dispose of community college assets or property.

(2) Except as provided in § 16-105 (h) of this subtitle, the president of the community college and the chairman of the board of trustees may execute a conveyance or other legal document under an appropriate resolution of the board.

(g) Cooperative use of facilities with board of education. -- Each board of trustees may:

(1) With the approval of the Commission, permit the county board of education to use the lands, buildings, or other facilities of the community college; and

(2) With the approval of the county board of education, use any land, buildings, assets, or other facilities of the county board of education.

(h) Gifts and grants. -- Each board of trustees may apply for and accept any gift or grant from the federal government or any other person.

(i) Entrance requirements; curriculum. -- Subject to the minimum standards of the Commission, each board of trustees may determine entrance requirements and approve offerings that consist of:

(1) Transfer programs offering the equivalent of the first 2 years of a bachelor's degree program;

(2) Career programs offering technical, vocational, and semiprofessional education; and

(3) Continuing education programs.

(j) Student fees. -- Each board of trustees may charge students reasonable tuition and fees set by it with a view to making college education available to all qualified individuals at low cost.

(k) Suits. -- Each board of trustees may sue and be sued.

(l) Agreements. -- Each board of trustees may make agreements with the federal government or any other person, including agreements between counties to support a regional community college, if the board considers the agreement advisable for the establishment or operation of the community college.

(m) Name. -- Except as provided in § 16-105 (i) of this subtitle, each board of trustees shall be styled "the board of trustees of community (or junior) college".

(n) Seal. -- Each board of trustees may adopt a corporate seal.

HISTORY: An. Code 1957, art. 77A, §§ 1, 4, 5; 1978, ch. 22, § 2; 1988, ch. 246, § 2; 1991, ch. 464, § 3; 1996, ch. 10, § 16; ch. 129; 1998, ch. 21, § 9; 2000, ch. 654.

Maryland Law (16-411)

EDUCATION
DIVISION III. HIGHER EDUCATION
TITLE 16. COMMUNITY COLLEGES
SUBTITLE 4. COUNTY PROVISIONS

Md. EDUCATION Code Ann. § 16-411 (2012)

§ 16-411. Montgomery County Board of Trustees

(a) Composition. -- The Board of Community College Trustees for Montgomery County consists of 10 members appointed by the Governor from nominees submitted by the Nominating Committee. Except for the student member, the members are appointed with the advice and consent of the Senate.

(b) Term of office and qualifications of student member. -- One of the members shall be an enrolled student in good standing at Montgomery Community College. The student member:

- (1) Shall be a resident of Montgomery County;
- (2) May not be employed by Montgomery Community College;
- (3) Serves for a term of 1 year, beginning July 1 and ending on June 30;
- (4) Shall have a cumulative quality point average and a current semester quality point average of at least 2.0;
- (5) Shall have successfully completed at least 18 credit hours at Montgomery Community College; and

(6) At the time of appointment and during the term of office, shall be enrolled in at least 6 credit hours at Montgomery Community College.

(c) Nominating Committee. --

- (1) The Nominating Committee consists of five members. Of the members:
 - (i) Two shall be appointed by the County Council;
 - (ii) Two shall be appointed by the County Executive; and
 - (iii) One shall be appointed by the Montgomery Community College Alumni Association.

(2) Each member of the Nominating Committee:

- (i) Shall be a resident of and a registered voter in Montgomery County;
- (ii) Shall have a knowledge of and an interest in postsecondary education;
- (iii) Shall have demonstrated an active interest in civic affairs;
- (iv) May not be an officer of this State, Montgomery County, or any municipal corporation in Montgomery County or any of their agencies; and
- (v) May not be an officer of, employed by, or subject to the authority of Montgomery Community College.

(3) (i) Each member of the Nominating Committee serves for a term of 2 years from September 15 of the year of the member's appointment and until a successor is appointed and qualifies. These terms are staggered as required by the terms of the members serving on the Board as of July 1, 1978.

(ii) A member appointed to fill a vacancy in an unexpired term is appointed by the body that appointed the member's predecessor and serves only for the remainder of that term and until a successor is appointed and qualifies.

(4) (i) Each year, the Nominating Committee shall elect one of its members as its chairman.

(ii) The Committee may elect any other officer it requires.

(iii) The Committee may determine the place of its meetings and adopt rules for the conduct of its meetings.

(d) Procedure for nomination. --

(1) The Nominating Committee shall:

- (i) Notify the public of each vacancy on the Board of Community College Trustees;
- (ii) Obtain recommendations from the faculty and students of the Community College and from other interested persons; and
- (iii) Accept applications.

(2) The Committee shall submit to the Governor the names of at least two, but not more than four of the candidates selected by the Committee:

- (i) On or before December 15 of the year before the term of a nonstudent member expires;
- (ii) On or before April 15 of each year the term of a student member expires; and
- (iii) When any other vacancy occurs.

WHY?

- Why did you apply to become a member of the Montgomery College Board of Trustees?
- Students!
- Your fiduciary responsibility
- Maryland Law
- **What is a Trustee?**

What is a Trustee?

AS AN INDIVIDUAL

- Fiduciary
- Champion of innovation and preparing for the future
- Advocate for the college
- An unpaid Public Official (*not* a “volunteer”)

AS A BOARD

- All-powerful as a board, when officially convened (but powerless as an individual)
- The president’s employer
- The governing body of the college
- The group that considers the 30,000-foot view of the organization and plans for the future (but does not micromanage)



WHY?

WHO?

WHAT?

WHERE?

WHEN?

HOW?

WHO?

MONTGOMERY COLLEGE

- Board
- President
- Senior Staff
- College Community
- Support Organizations

MARYLAND COLLEGES

- Maryland Association of Community Colleges (MACC)

OVERSEEING BODIES

- Maryland Higher Education Commission (MHEC)
- Middle States Commission on Higher Education (MSCHE)
- US Department of Education (ED)

FUNDERS

- State of Maryland
- Montgomery County Government
- Students

Montgomery College

Board of Trustees – Your Colleagues

OFFICERS



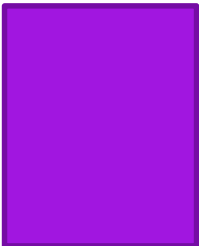
Mike Knapp



Gloria Aparicio
Blackwell



Dr. Les Levine



Dr. Michael Brintnall



Dr. Ken Hoffman



Bob Hydorn



Diyana Kahawita



Bob Levey



Marsha Suggs
Smith



Ben Wu

Board [website](#)

Montgomery College

- President
 - *Appointed August 2010*
 - *The Board's only employee*

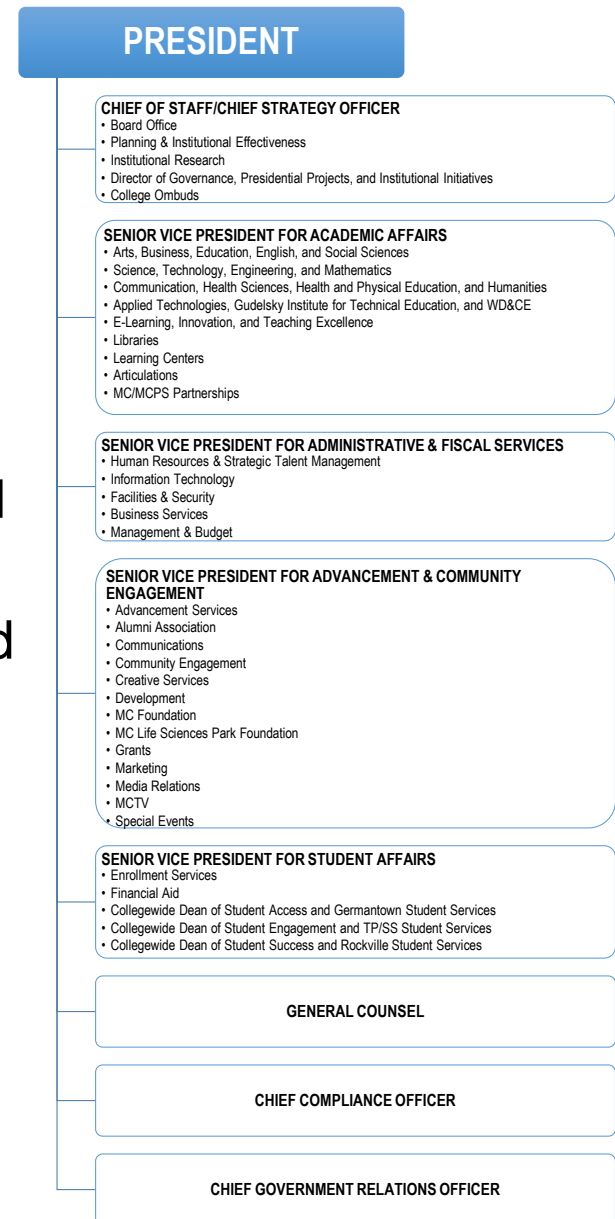


President's [website](#)

Montgomery College

Senior Staff

- Chief of Staff/Chief Strategy Officer
- Senior Vice President for Academic Affairs
- Senior Vice President for Advancement and Community Engagement
- Senior Vice President for Administrative and Fiscal Services
- Senior Vice President for Student Affairs
- General Counsel
- Chief Compliance and Ethics Officer
- Chief Equity and Inclusion Officer
- Chief Government Relations Officer



Montgomery College

Staff Who Attend Board Meetings

- Chief of Staff/Chief Strategy Officer
- Senior Vice President for Academic Affairs
- Senior Vice President for Advancement and Community Engagement
- Senior Vice President for Administrative and Fiscal Services
- Senior Vice President for Student Affairs
- General Counsel

Montgomery College



Dr. Sanjay Rai

SENIOR VICE PRESIDENT FOR ACADEMIC AFFAIRS

- Arts, Business, Education, English, and Social Sciences
- Science, Technology, Engineering, and Mathematics
- Communication, Health Sciences, Health and Physical Education, and Humanities
- Applied Technologies, Gudelsky Institute for Technical Education, and WD&CE
- E-Learning, Innovation, and Teaching Excellence
- Libraries
- Learning Centers
- Articulations
- MC/MCPS Partnerships

Montgomery College



Dr. Janet Wormack

SENIOR VICE PRESIDENT FOR ADMINISTRATIVE & FISCAL SERVICES

- Human Resources & Strategic Talent Management
- Information Technology
- Facilities & Security
- Business Services
- Management & Budget

Montgomery College

SENIOR VICE PRESIDENT FOR ADVANCEMENT & COMMUNITY ENGAGEMENT

- Advancement Services
- Alumni Association
- Communications
- Community Engagement
- Creative Services
- Development
- MC Foundation
- PIC MC Foundation
- Grants
- Marketing
- Media Relations
- MCTV
- Special Events



David Sears

Montgomery College



Dr. Monica Brown

SENIOR VICE PRESIDENT FOR STUDENT AFFAIRS

- Enrollment Services
- Financial Aid
- Collegewide Dean of Student Access and Germantown Student Services
- Collegewide Dean of Student Engagement and TP/SS Student Services
- Collegewide Dean of Student Success and Rockville Student Services

Montgomery College



Dr. Stephen Cain

CHIEF OF STAFF/CHIEF STRATEGY OFFICER

- President's Office Staff
- Board of Trustees Operations and Services
- Deputy Chief of Staff and Strategy
- Office of Institutional Research and Effectiveness
- Director of Planning and Policy
- Director of Governance, Presidential Projects, and Institutional Initiatives
- College Ombuds
- Presidential Communications

Montgomery College

- **College Community** (through the lens of roles)
 - Students
 - Faculty
 - Staff
 - Administrators

Montgomery College

- College Community

- Students **57,000**
- Faculty
 - Full-time Credit **500**
 - Part-time Credit **1,000 varies**
 - Part-time WD&CE **500 varies**
- Staff
 - Professional/Technical **800**
 - Clerical/Skilled **600**
- Administrators **85**



Montgomery College

- College Community / Collective Bargaining

- Faculty

• Full-time Credit	500	American Association of University Professor (AAUP)
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• Part-time Credit	1,000	Service Employees International Union (SEIU)
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- Part-time WD&CE **500 varies**

- Staff

- Professional/Technical **800**

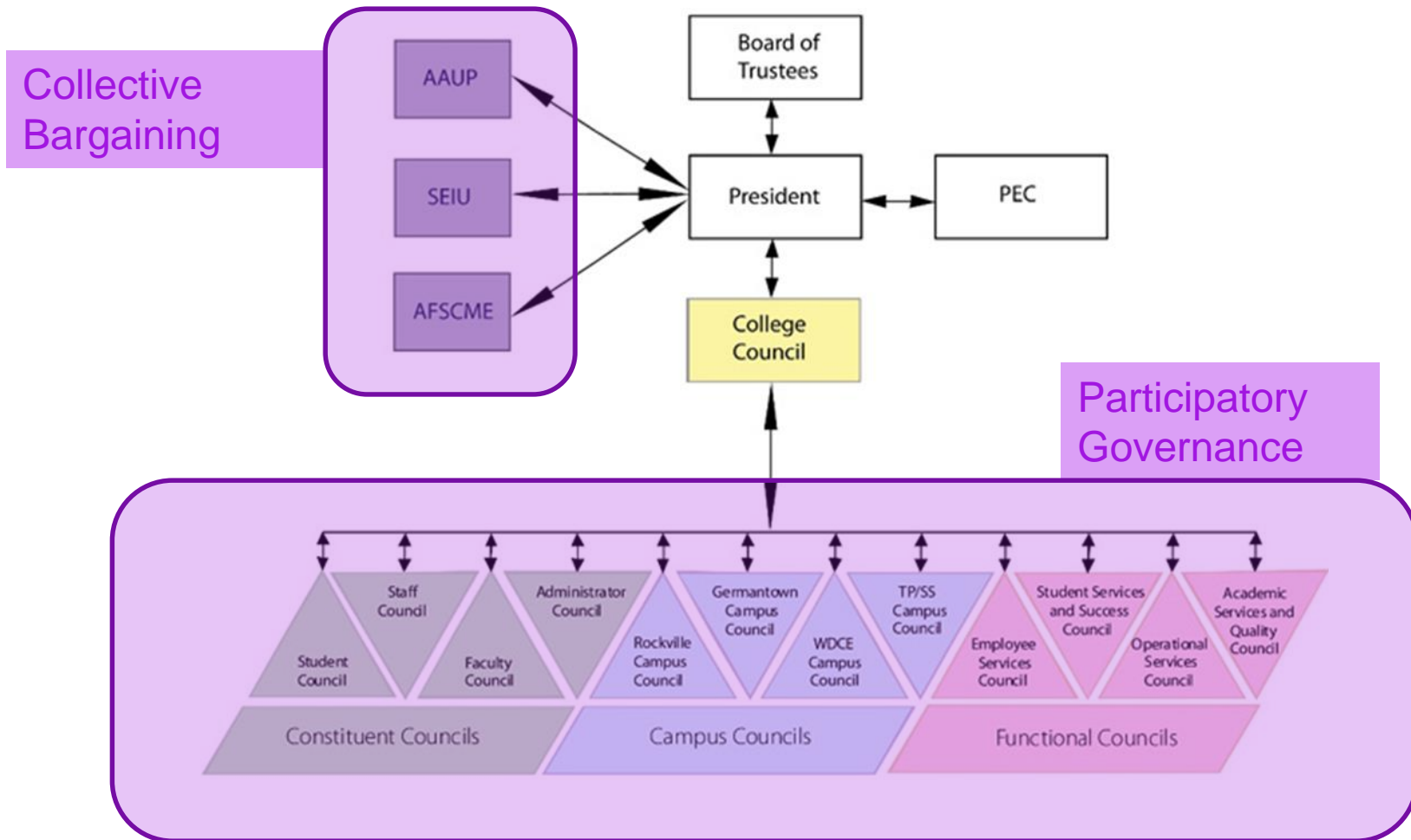
• Clerical/Skilled	600	American Federation of State, County and Municipal Employees (AFSCME)
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- Administrators **85**

[Collective Bargaining Agreements](#)

Montgomery College

- College Community (through the lens of communication)



Montgomery College

- Support Organizations
 - Montgomery College Foundation
 - Pinkney Innovation Complex at Montgomery College (PIC MC) Foundation
 - Alumni Association

WHO?

MONTGOMERY COLLEGE

- Board
- President
- Senior Staff
- College Community
- Support Organizations

MARYLAND COLLEGES

- **Maryland Association of Community Colleges (MACC)**

OVERSEEING BODIES

- **Maryland Higher Education Commission (MHEC)**
- **Middle States Commission on Higher Education (MSCHE)**
- **US Department of Education (ED)**

FUNDERS

- **State of Maryland**
- **Montgomery County Government**
- **Students**

Maryland Community Colleges

- MACC



The screenshot shows the homepage of the Maryland Association of Community Colleges (MACC). The header features the text "Maryland Association of Community Colleges" and "16 Community Colleges. One Voice." next to the MACC logo, which includes a stylized 'M' made of yellow squares and the letters 'ACC' with a Maryland state flag graphic. A red navigation bar contains links for "home", "about us", "our community colleges", "legislative initiatives", "publications/links", and "contact us". Below the navigation bar, there are links for "General Overview" and "Find a College". The main content area is titled "Our Community Colleges" and includes a paragraph stating that nearly 500,000 Marylanders attend one of the state's 16 community colleges. Below this is a section titled "At A Glance" with a prompt to click on any college for contact information and a brief profile. A list of 16 colleges follows, each with a blue underlined link. To the right of the text is a collage of 12 small images showing various college campuses, buildings, and students.

Maryland Association of Community Colleges

16 Community Colleges. One Voice.

MACC

home about us our community colleges legislative initiatives publications/links contact us

[General Overview](#) | [Find a College](#) |

Our Community Colleges

Each year, nearly 500,000 Marylanders attend one of Maryland's 16 community colleges, in both credit programs, and continuing education and workforce development courses.

At A Glance

Click on any college for contact information and a brief profile of the institution:

- [Alegany College of Maryland](#)
- [Anne Arundel Community College](#)
- [Baltimore City Community College](#)
- [Community College of Baltimore County](#)
- [Carroll Community College](#)
- [Cecil College](#)
- [Chesapeake College](#)
- [College of Southern Maryland](#)
- [Frederick Community College](#)
- [Garrett College](#)
- [Hagerstown Community College](#)
- [Harford Community College](#)
- [Howard Community College](#)
- [Montgomery College](#)
- [Prince George's Community College](#)
- [Wor-Wic Community College](#)

www.mdacc.org

WHO?

MONTGOMERY COLLEGE

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MARYLAND COLLEGES

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- **US Department of Education (ED)**

FUNDERS

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- **Montgomery County Government**
- **Students**

Overseeing Bodies

- Maryland Higher Education Commission

Maryland.gov Phone Directory State Agencies Online Services

Search

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>Site Map

MARYLAND HIGHER EDUCATION COMMISSION

Creating a state of achievement

Higher Education in Maryland
Student Financial Assistance
Career and Workforce Education
Publications
Press Room
Higher Education Accomplishments
Preparing for College
On-line Services

[Twitter](#) [Facebook](#) [RSS](#) [YouTube](#)

Students, Parents and Counselors

- > [State Financial Assistance Programs & Applications](#)
- > [Education Opportunities](#)
- > [Academic Common Market](#)
- > [Career Training](#)
- > [Advisor Tools](#)
- > [Veterans Benefits](#)
- > ["Money for College" Events](#)
- > [Student Guide to Transfer](#)
- > [Guia para estudiantes\(pdf\)](#)
- > [Closed School Transcripts](#)

Postsecondary Institutions

- > [Colleges & Universities](#)
- > [Planning & Academic Affairs](#)
- > [Education Search](#)
- > [Academic Approval Process](#)
- > [Programs Under Review](#)
- > [Research](#)
- > [Institutional Grants](#)
- > [MD Fire-Rescue Education](#)
- > [Career Training](#)
- > [Out-of-State Online Registration](#)
- > [Proposed Regulations](#)

About MHEC

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- > [Contact Us](#)
- > [Meetings](#)
- > [State Plan for Higher Ed](#)
- > [Office for Civil Rights Report](#)
- > [Advisory Councils](#)
- > [Interagency Initiatives](#)
- > [Base Realignment & Closure \(BRAC\)](#)

Governor Larry Hogan
Lt. Governor Boyd K. Rutherford

MDCAPS
MARYLAND COLLEGE AID PROCESSING SYSTEM

MHEC Announcements

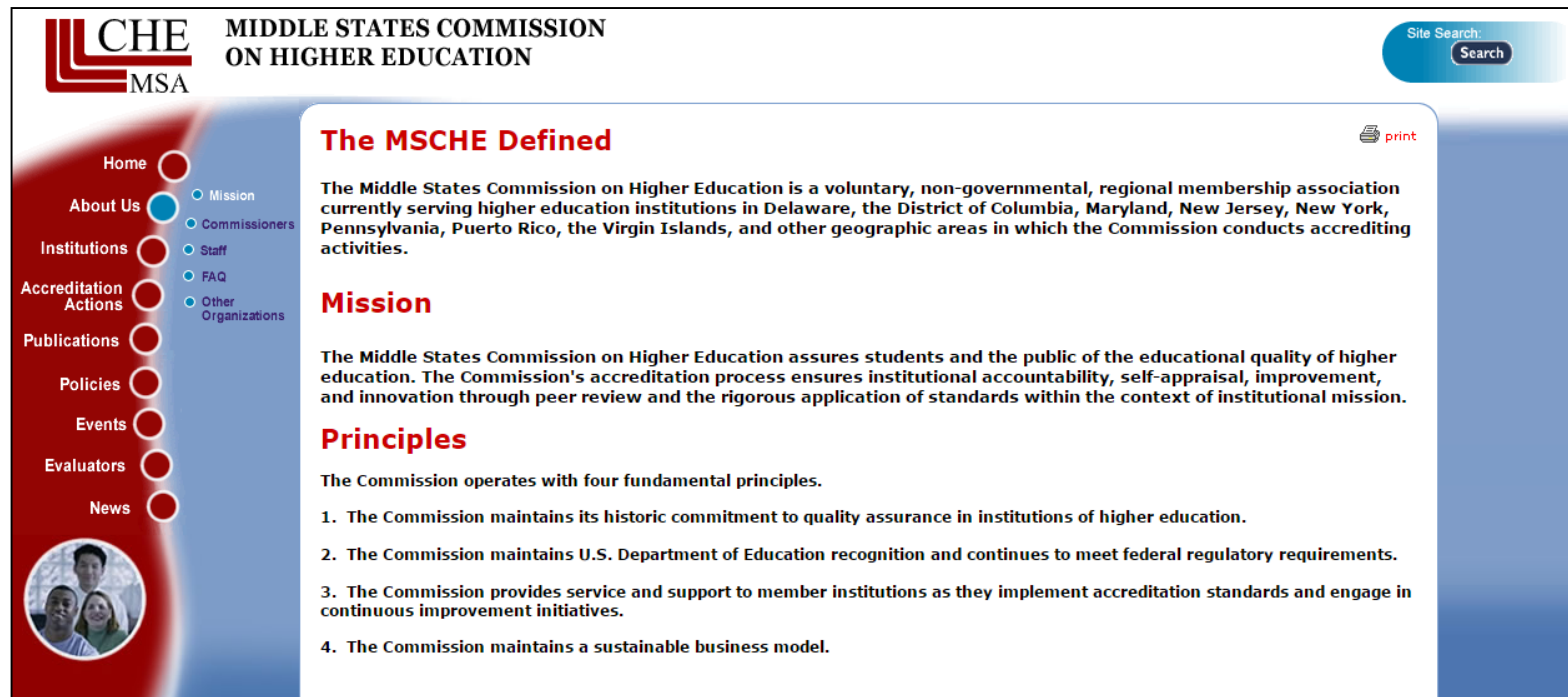
[Dr. Jennie C. Hunter-Cevera named Acting Secretary of the Maryland Higher Education Commission](#)

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www.mhec.state.md.us/

Overseeing Bodies

- Middle States Commission on Higher Education




CHE
MSA

**MIDDLE STATES COMMISSION
ON HIGHER EDUCATION**

Site Search: Search

Home
About Us
Institutions
Accreditation Actions
Publications
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Events
Evaluators
News

Mission
Commissioners
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Other Organizations

The MSCHE Defined 

The Middle States Commission on Higher Education is a voluntary, non-governmental, regional membership association currently serving higher education institutions in Delaware, the District of Columbia, Maryland, New Jersey, New York, Pennsylvania, Puerto Rico, the Virgin Islands, and other geographic areas in which the Commission conducts accrediting activities.

Mission

The Middle States Commission on Higher Education assures students and the public of the educational quality of higher education. The Commission's accreditation process ensures institutional accountability, self-appraisal, improvement, and innovation through peer review and the rigorous application of standards within the context of institutional mission.

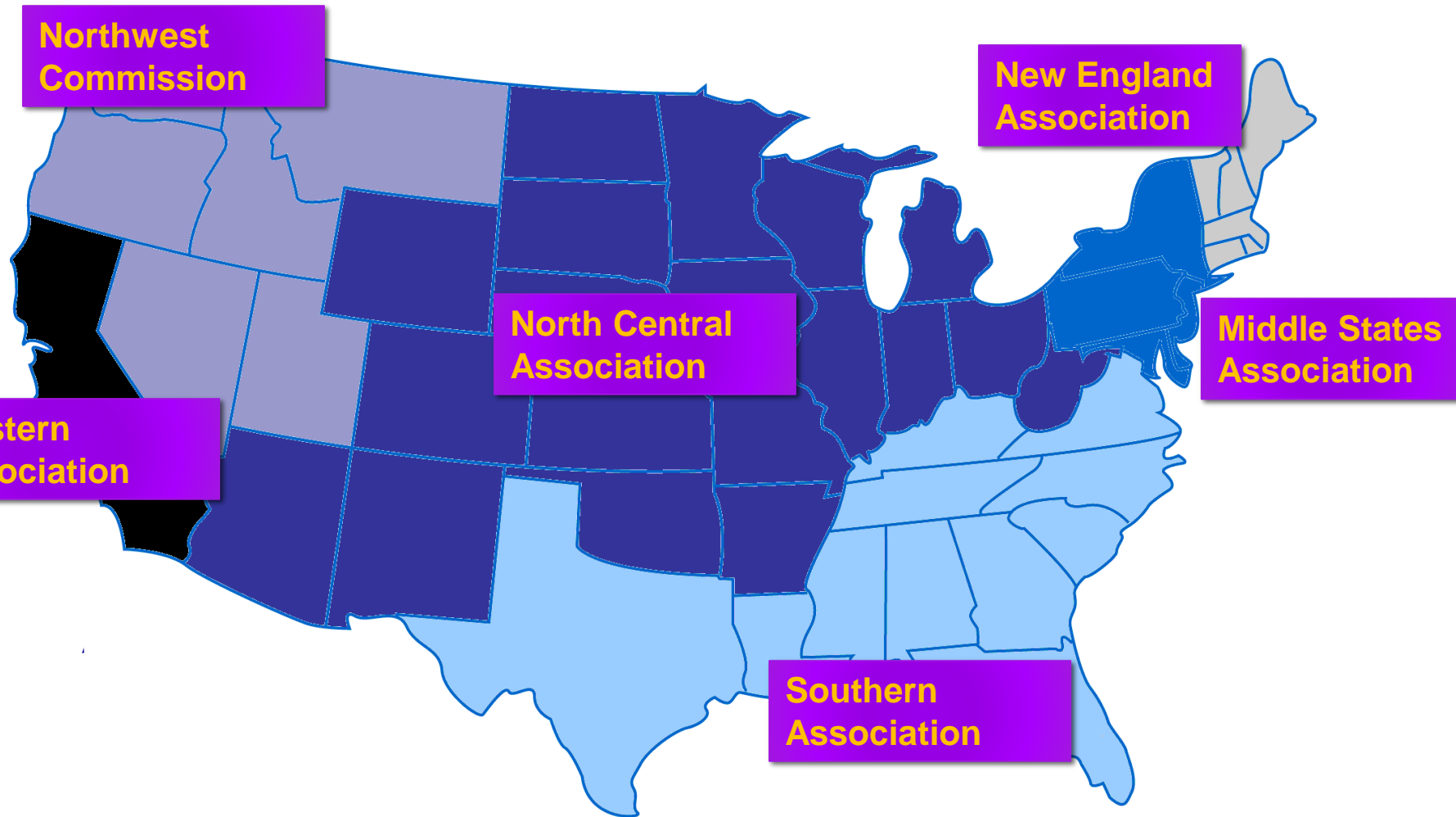
Principles

The Commission operates with four fundamental principles.

1. The Commission maintains its historic commitment to quality assurance in institutions of higher education.
2. The Commission maintains U.S. Department of Education recognition and continues to meet federal regulatory requirements.
3. The Commission provides service and support to member institutions as they implement accreditation standards and engage in continuous improvement initiatives.
4. The Commission maintains a sustainable business model.

www.msche.org/

Overseeing Bodies



Overseeing Bodies

- US Department of Education

The screenshot shows the homepage of the U.S. Department of Education. At the top right, there are links for "Skip to main content", "About Us", "Contact Us", "FAQs", and "Language Assistance". The main header features the U.S. Department of Education logo and a search bar. Below the header is a navigation menu with four categories: "Student Loans", "Grants", "Laws", and "Data". Each category has a corresponding image and a brief description. The "Student Loans" section includes a photo of a graduate and text about applying for federal student loans. The "Grants" section features a photo of a group of people and text about grant opportunities. The "Laws" section shows a photo of a young girl and text about federal education legislation. The "Data" section has a photo of a network diagram and text about exploring and downloading data. Below the navigation menu is a "News" section with three articles: "There's an app for that. Well, maybe." (August 24, 2015), "3 Important Financial Considerations for College Students" (August 19, 2015), and "8 Things You Should Know About Federal Work-Study" (August 17, 2015). To the right of the news section is a profile for Arne Duncan, Secretary of Education, with a photo and a list of links: "Bio", "Speeches", and "@ArneDuncan". Further right is a "How Do I Find...?" section with a list of links: "Student loans, forgiveness", "College accreditation", "No Child Left Behind", "FERPA", "FAFSA", and "More...". At the bottom right of the news section, there is a "MORE NEWS >" link.

Skip to main content | About Us | Contact Us | FAQs | Language Assistance

U.S. Department of Education

Search...

Student Loans | **Grants** | **Laws** | **Data**

STUDENT LOANS
Get all the information you need to apply for or manage repayment of your federal student loans.
GO >

GRANTS
Learn more about grant opportunities, applications, and details about grants awarded.
GO >

LAWS
Find federal education legislation, regulations, guidance, and other policy documents.
GO >

DATA
Explore and download data and learn about education-related data and research.
GO >

News

August 24, 2015
There's an app for that. Well, maybe.

August 19, 2015
3 Important Financial Considerations for College Students

August 17, 2015
8 Things You Should Know About Federal Work-Study

MORE NEWS >

Arne Duncan
Secretary of Education

- Bio
- Speeches
- @ArneDuncan

How Do I Find...?

- Student loans, forgiveness
- College accreditation
- No Child Left Behind
- FERPA
- FAFSA
- More...

- www.ed.gov

WHO?

MONTGOMERY COLLEGE

- Board
- President
- Senior Staff
- College Community
- Support Organizations

MARYLAND COLLEGES

- Maryland Association of Community Colleges (MACC)

OVERSEEING BODIES

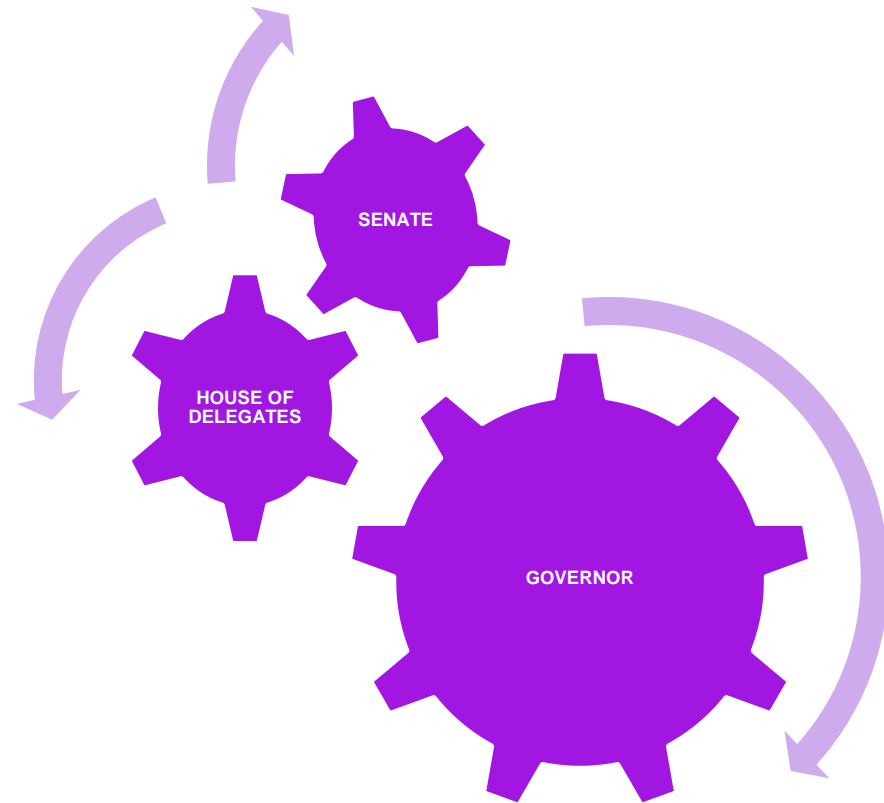
- Maryland Higher Education Commission (MHEC)
- Middle States Commission on Higher Education (MSCHE)
- US Department of Education (ED)

FUNDERS

- **State of Maryland**
- **Montgomery County Government**
- **Students**

FUNDERS

- State of Maryland
 - “General Assembly”
 - House of Delegates
 - Senate
 - January-April
 - [Montgomery County Delegation](#)
 - Governor
 - Board of Public Works
 - Operating Budget
 - “Cade formula”
 - Capital Budget
 - One pot to share among all community colleges
 - Most projects funded 50% state plus 50% local
 - Process
 - Governor proposes
 - General Assembly cannot add



FUNDERS

- Montgomery County Government

- County Council

- Year round, with breaks

- County Executive

- Operating Budget

- Capital Budget

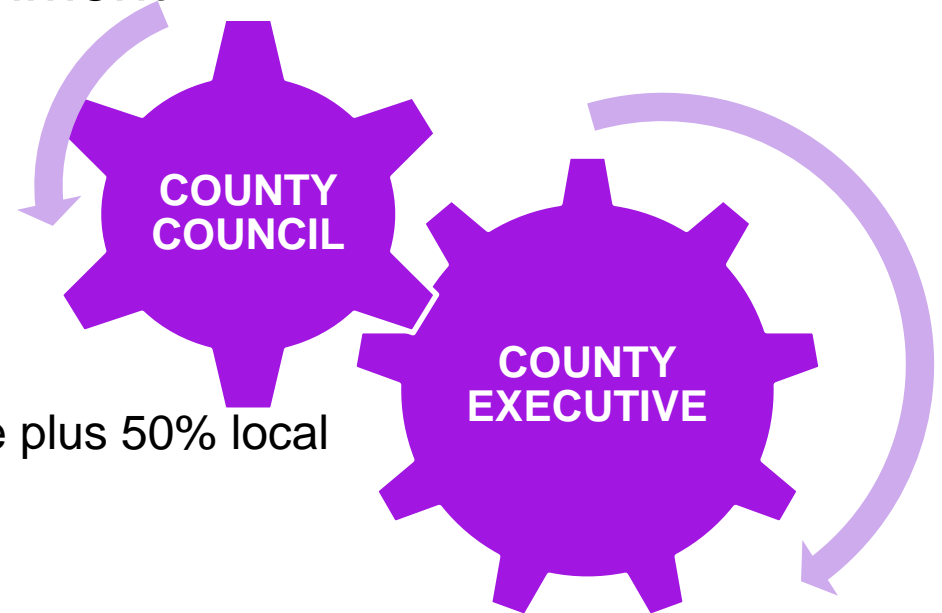
- Most projects funded 50% state plus 50% local

- Process

- County Executive proposes
- County Council can add

- **Appropriating Authority=County**

- **County grants MC the authority to receive funds**
- **County grants MC the authority to spend funds**



FUNDERS

- Students



MONTGOMERY COLLEGE TUITION AND FEE SCHEDULE FALL SEMESTER 2017 TO SUMMER SEMESTER 2018

COUNTY RESIDENT (CODE 1)							MD STATE RESIDENT (CODE 2)						
HRS.	TUITION	CONS. FEE	FAC. FEE	TECH. FEE	TRANS. FEE	TOTAL	HRS.	TUITION	CONS. FEE	FAC. FEE	TECH. FEE	TRANS. FEE	TOTAL
1	124.00	50.00	5.00	5.00	7.00	191.00	1	253.00	50.00	5.00	5.00	7.00	320.00
2	248.00	50.00	10.00	10.00	14.00	332.00	2	506.00	101.20	10.00	10.00	14.00	641.20
3	372.00	74.40	15.00	15.00	21.00	497.40	3	759.00	151.80	15.00	15.00	21.00	961.80
4	496.00	99.20	20.00	20.00	28.00	663.20	4	1,012.00	202.40	20.00	20.00	28.00	1,282.40
5	620.00	124.00	25.00	25.00	35.00	829.00	5	1,265.00	253.00	25.00	25.00	35.00	1,603.00
6	744.00	148.80	30.00	30.00	42.00	994.80	6	1,518.00	303.60	30.00	30.00	42.00	1,923.60
7	868.00	173.60	35.00	35.00	49.00	1,160.60	7	1,771.00	354.20	35.00	35.00	49.00	2,244.20
8	992.00	198.40	40.00	40.00	56.00	1,326.40	8	2,024.00	404.80	40.00	40.00	56.00	2,564.80
9	1,116.00	223.20	45.00	45.00	63.00	1,492.20	9	2,277.00	455.40	45.00	45.00	63.00	2,885.40
10	1,240.00	248.00	50.00	50.00	70.00	1,658.00	10	2,530.00	506.00	50.00	50.00	70.00	3,206.00
11	1,364.00	272.80	55.00	55.00	77.00	1,823.80	11	2,783.00	556.60	55.00	55.00	77.00	3,526.60
12	1,488.00	297.60	60.00	60.00	84.00	1,989.60	12	3,036.00	607.20	60.00	60.00	84.00	3,847.20
13	1,612.00	322.40	65.00	65.00	91.00	2,155.40	13	3,289.00	657.80	65.00	65.00	91.00	4,167.80
14	1,736.00	347.20	70.00	70.00	98.00	2,321.20	14	3,542.00	708.40	70.00	70.00	98.00	4,488.40
15	1,860.00	372.00	75.00	75.00	105.00	2,487.00	15	3,795.00	759.00	75.00	75.00	105.00	4,809.00
16	1,984.00	396.80	80.00	80.00	112.00	2,652.80	16	4,048.00	809.60	80.00	80.00	112.00	5,129.60
17	2,108.00	421.60	85.00	85.00	119.00	2,818.60	17	4,301.00	860.20	85.00	85.00	119.00	5,450.20
18	2,232.00	446.40	90.00	90.00	126.00	2,984.40	18	4,554.00	910.80	90.00	90.00	126.00	5,770.80
19	2,356.00	471.20	95.00	95.00	133.00	3,150.20	19	4,807.00	961.40	95.00	95.00	133.00	6,091.40
20	2,480.00	496.00	100.00	100.00	140.00	3,316.00	20	5,060.00	1,012.00	100.00	100.00	140.00	6,412.00
NON-RESIDENT (CODE 3)							SPECIAL NOTE						
HRS.	TUITION	CONS. FEE	FAC. FEE	TECH. FEE	TRANS. FEE	TOTAL	This schedule shows through 20 hours only in order to provide a guide. There is no cap on tuition and fee charges.						
1	350.00	70.00	5.00	5.00	7.00	437.00	CONSOLIDATED FEE (CONS. FEE)						
2	700.00	140.00	10.00	10.00	14.00	874.00	20% of total tuition with a minimum of \$50.00 (not to exceed 20% of maximum tuition charge for each resident code). Fee is non-refundable after the first week of classes.						
3	1,050.00	210.00	15.00	15.00	21.00	1,311.00	MAJOR FACILITY FEE (FAC. FEE)						
4	1,400.00	280.00	20.00	20.00	28.00	1,748.00	This fee is assessed to fund capital facilities. No maximum hours. (Nonrefundable fee)						
5	1,750.00	350.00	25.00	25.00	35.00	2,185.00	TECHNOLOGY FEE (TECH. FEE)						
6	2,100.00	420.00	30.00	30.00	42.00	2,622.00	This fee is assessed to partially offset the costs of technology associated with instructional programs. (Nonrefundable fee)						
7	2,450.00	490.00	35.00	35.00	49.00	3,059.00	TRANSPORTATION FEE (TRANS. FEE)						
8	2,800.00	560.00	40.00	40.00	56.00	3,496.00	This fee is assessed to establish an enterprise fund designated for transportation operations. (Nonrefundable fee)						
9	3,150.00	630.00	45.00	45.00	63.00	3,933.00							
10	3,500.00	700.00	50.00	50.00	70.00	4,370.00							
11	3,850.00	770.00	55.00	55.00	77.00	4,807.00							
12	4,200.00	840.00	60.00	60.00	84.00	5,244.00							
13	4,550.00	910.00	65.00	65.00	91.00	5,681.00							
14	4,900.00	980.00	70.00	70.00	98.00	6,118.00							
15	5,250.00	1,050.00	75.00	75.00	105.00	6,555.00							
16	5,600.00	1,120.00	80.00	80.00	112.00	6,992.00							
17	5,950.00	1,190.00	85.00	85.00	119.00	7,429.00							
18	6,300.00	1,260.00	90.00	90.00	126.00	7,866.00							
19	6,650.00	1,330.00	95.00	95.00	133.00	8,303.00							
20	7,000.00	1,400.00	100.00	100.00	140.00	8,740.00							

Effective date May 15, 2017

Montgomery College reserves the right to change tuition and fees at any time at the discretion of the Board of Trustees.

Refer to www.montgomerycollege.edu for current tuition and fee information.

FUNDERS (FY16 Revenue)

Source	Amount
State Aid	\$45,075,441
County	\$130,199,081
Tuition & Fees (credit)	\$84,181,964
OPERATING BUDGET	\$259,456,486
WD&CE Tuition & Fees	\$8,337,323
Auxiliary Services	\$13,296,656
Other	\$43,092,248
GRAND TOTAL	\$324,182,713

FUNDERS

Financial Aid (FY16)

<u>MHEC* Aid Categories</u>		<u>Students</u>	<u>Award Dollars</u>
GRANT			
1101	Federal Pell Grants	9,148	\$ 30,215,907
1102	Federal Sup. Ed. Op. Grants	929	\$ 532,016
1103	Other Federal Grants	16	\$ 22,000
1104	Ed. Assistance Grants	1,785	\$ 2,444,150
1105	Guaranteed Access Grants	53	\$ 120,900
1106	Part-Time Grants	729	\$ 652,554
1108	Institutional Grants	2,974	\$ 2,830,319
GRANT TOTAL		15,634	\$ 36,817,846
LOAN			
1202	Fed. Sub. Stafford Loans	3,240	\$ 10,525,861
1203	Fed. UnSub. Stafford Loans	2,599	\$ 10,368,397
1204	Federal Parent Loans (PLUS)	21	\$ 162,018
1207	Private Source Loans	79	\$ 418,904
LOAN TOTAL		5,939	\$ 21,475,180
SCHOLARSHIP			
1304	Delegate Scholarships	142	\$ 136,869
1305	Senatorial Scholarships	216	\$ 228,350
1314	E.T. Conroy Memorial	2	\$ 7,880
1316	Federal Scholarships	288	\$ 542,842
1318	Other Institutional Scholarships	1,805	\$ 3,016,927
1320	Other Private Scholarships	1,625	\$ 2,590,355
1321	Tuition Waiver / Employees & Dependents	333	\$ 672,173
1322	Tuition Waiver / Sr. Citizens & Disabled	3,382	\$ 1,565,545
1323	Tuition Waiver / Rem. of Fees - Students	39	\$ 29,310
1330	Workforce Shortage State Asst. Grant	3	\$ 4,000
1331	MD Veterans of Afgan/Iraq Scholarships	2	\$ 9,014
1332	TW / Disabled Students	79	\$ 79,223
1333	TW/Remission of Fees to Foster Care Recipients	23	\$ 76,121
1334	TW/Remission of Fees to Homeless Youth	4	\$ 11,745
SCHOLARSHIP TOTAL		7,943	\$ 8,970,354
WORK STUDY			
1401	Federal Work Study	151	\$ 602,393
FY 2016 grand totals **		17,482	\$ 67,865,773



WHY?

WHO?

WHAT?

WHERE?

WHEN?

HOW?

WHAT?

- Major Issues
- Resources
- FY17 Board Accomplishments

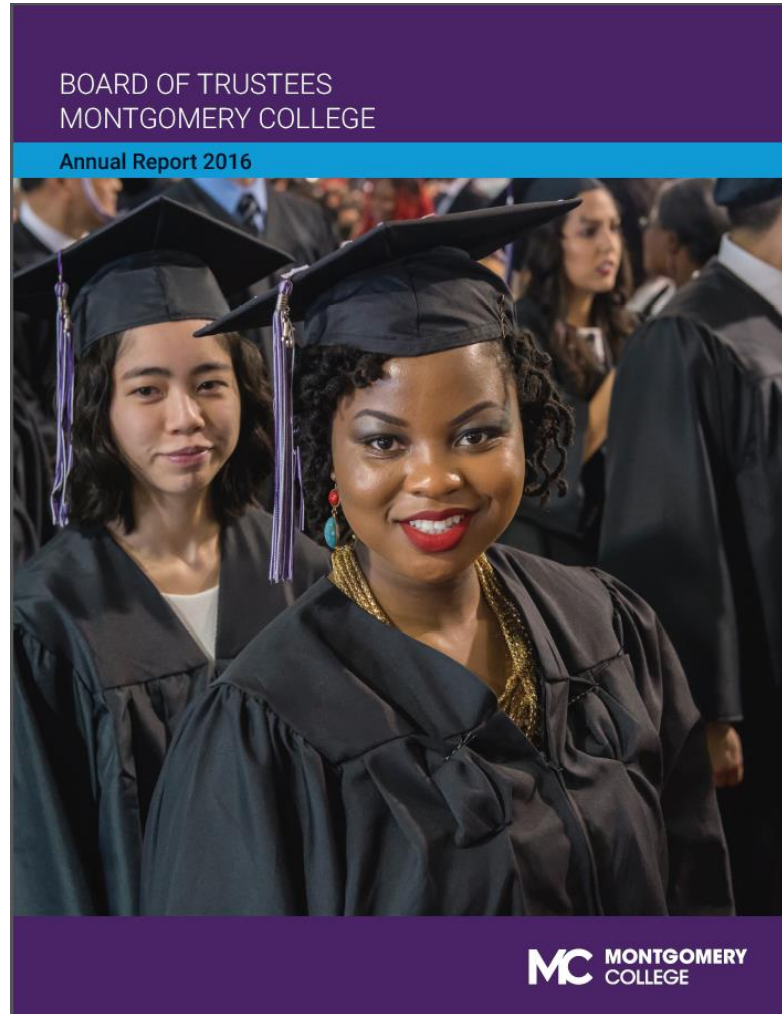
Major Topics (not an exhaustive list)

- Closing the Achievement Gap → Achieving the Promise
- Achieving the Dream
- Central Services relocation (new building)
- Budget/Advocacy—Operating Budget and Capital Budget
- Science and math center at Takoma Park/Silver Spring Campus
- 70th anniversary of the College
- *Montgomery College 2020*
- Bargaining Units and Contracts (AAUP, AFSCME, SEIU)
- Blue Ribbon Taskforce on Spending for Student Success
- Student Success Score Card
- Middle States Reaccreditation
- On-time registration (that is, no late registration)
- Developmental education and placement
- Student Success Policy
- Title IX, Sexual Misconduct
- Safety and security
- Technology in education
- Open education resources
- Bookstores
- Child care
- Workforce development in county, TAACCCT grant
- Community engagement

Resources

- Dr. Pollard's State of the College Addresses
 - Watch [here](#)
- Dr. Pollard's *Focus* Reports
 - Read [here](#)
- Student Success Score Card
 - View [here](#)
- Board *Perspectives*
 - Read [here](#)
- Commencements
 - View [here](#) (see "I am MC" [here](#))
- Fall Opening Meeting (August 2017)
 - Watch [here](#) (Dr. Pollard's address starts ~ 7:00)

FY17 Board Accomplishments





WHY?

WHO?

WHAT?

WHERE?

WHEN?

HOW?

WHERE?

- Central Services
- Campuses, Sites
- Online Presence/Information Resources

Central Services

CENTRAL SERVICES BUILDING – TOUR!

- Board Room (“CT S108 and S109”)
- Green Room, Quiet Room
- Coat Room, Restrooms, Vending Area
- Montgomery College Foundation Conference Room (CT S408)
- Dr. Pollard, President (CT S411)
- Dr. Cain, Chief of Staff/Chief Strategy Officer (CT S413)
- Lily Lee, Manager, Board Operations and Services (CT S425)

Campuses, Sites

- Germantown Campus
- Rockville Campus
- Takoma Park/Silver Spring Campus
- Gaithersburg Business Training Center
- Westfield South Center

Online Presence/Information Resources

ONLINE

- EDU site (public) www.montgomerycollege.edu
- My MC (password protected)
- Blackboard (online classes)
- Catalog app (online catalog)
- Diligent Board (Board's secure online portal)
- Many more

KEY SYSTEMS

- Workday (new enterprise management system – transitioning)
- Banner (old enterprise management system – still in use for some things)
- Taleo (talent management system)
- Outlook (communications)
- Many more

SOCIAL MEDIA

- Facebook (see [here](#))
- Twitter (see [here](#))
- Flickr (see [here](#))
- YouTube (see [here](#))
- More



WHY?

WHO?

WHAT?

WHERE?

WHEN?

HOW?

WHEN?

- FY18 Calendar
- A Typical Month
- A Typical Evening
- Retreats

FY18 Calendar

					PLANNING INFORMATION (RSVP NEEDED FOR MOST)	
	BOARD MEETINGS <i>(Mondays, 7 pm closed, 8 pm public, unless noted)</i>	CONSTITUENT CONVERSATIONS (CC), ANNUAL INTERBOARD MEETINGS (AIM), AND CONFERENCE SESSIONS <i>(Mondays, 5:45 pm, unless noted)</i>	BOARD RETREATS	PERIODIC REPORTS TO THE BOARD	BOARD DEVELOPMENT AND CONFERENCES	SPECIAL EVENTS AND OTHER BOARD DATES
JUN-JUL						
AUG					21: Board Officers Kickoff Meeting 28: New Trustee Orientation (MC)	
SEP	18	18: [CC] Staff Council	22-23 (Fri-Sat): Overnight Retreat	15: 1st Q Facilities Updates	25-28: ACCT Leadership Congress (Las Vegas, NV)	
OCT	16	16: [CC] Faculty Council		15: 1st Q Budget Report		23: MCF Golf Tournament (Lakewood Country Club)
NOV	13	13: [CC] Students				9: Legislative Breakfast (Campus, 8 a.m.)
DEC	11			15: 2nd Q Facilities Updates		6: Legislative Reception (COB, 5:30 p.m.) 11: Board's Audit Committee Meeting ¹
JAN	Wed., 24 SNOW DATE: WED., JAN 31	24: [CC] Admin Council		15: 2nd Q Budget Report	10: Meeting for New Trustees (MC) 22: MACC Conference (Annapolis)	
FEB	26 SNOW DATE: MAR 5	7: [AIM] Joint Boards , SNOW DATE FEB 28 26: [CC] College Council	2 (Fri): Retreat, if needed SNOW DATE: FRI., FEB 9		11-14: ACCT Legislative Summit (DC)	
MAR	19 SNOW DATE: MAR 26	19: Conference Session		15: 3rd Q Facilities Updates		18-21: Middle States Visiting Team
APR	23	23, at 5:00 p.m.: [AIM] Support Organizations ²		15: 3rd Q Budget Report	22-24 AGB National Conference on Trusteeship (San Francisco, CA)	9: Trustee Information Day 20: Employee Recognition Event
MAY	14	XX: [AIM] Board of Education				14: Harry Harden Awards 18: Commencement
JUN	25		15 (Fri): Retreat, if needed	15: 4th Q Facilities Updates NOTE: 4th Q Budget ³		25: Board's Annual Meeting ⁴ 28: Trustee Recognition Event

A Typical Month

SUN	MON	TUE	WED	THU	FRI	SAT
					Monthly Outlook	
					It's Friday	
	Meeting Packet Posted				It's Friday	
	Board Meeting				It's Friday	

A Typical Evening

TIME	EVENT
5:45	Constituent Conversation (in Board Room) <i>Dinner and conversation with a governance council (5 times)</i> Annual Interboard Meeting (in Board Room) <i>Dinner and conversation with other boards, namely, Board of Education and boards of MC support organizations (2 times)</i> Conference Session (in Board Room) <i>Meeting to hear information about a special topic where no decisions are to be made (2 times)</i>
7:00	Closed Session Meeting (in CT S408)
8:00ish	Public Meeting (in Board Room)
9:00-10:00	Adjourn

Retreats

- Two or three planned
 - First overnight off-site
 - Others half day or whole day at or near College



WHY?

WHO?

WHAT?

WHERE?

WHEN?

HOW?

HOW?

- Bylaws
- Open Meetings Act
- Communications Protocols
- Types of Gatherings
- Committees
- Liaisons
- Policies (and Procedures)
- Professional Resources

Bylaws

Chapter: Board of Trustees Modification No. 010

Subject: **Board of Trustees Bylaws**

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A.	Suspension of the Bylaws	19
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Bylaws (II.A)

Responsibilities and Obligations of the Board, Individual Trustees and the President

A. Board and Individual Trustees

There are a number of responsibilities and obligations of the Board which are the foundation of trusteeship. Some of these responsibilities and obligations must be observed by Board members from the standpoint of the Board as a whole and others must be observed from the standpoint of Board Trustees as individuals.

1. Board Responsibilities and Obligations

The Board shall:

- a. define the role and mission of the College and establish institutional objectives;
- b. be responsible for selecting, evaluating, and, if necessary, terminating the President;
- c. demonstrate and ensure fiduciary responsibility and appropriate stewardship of College financial, physical, and human resources;
- d. monitor the instructional programs including academic policy and the evaluation of current curricular offerings and consider recommendations for the addition of new programs and termination or major modification of existing programs;
- e. ensure that comprehensive and continuous short and long-range institutional planning occurs;
- f. maintain appropriate relationships with the associated foundations and other support organizations of the College;
- g. ratify the conferral of degrees and certificates by the faculty;
- h. approve all honorary degree recipients;
- i. ensure that the College is managed in a professional and business-like manner;
- j. engage in positive public relations for the College;
- k. preserve institutional independence from encroachment of that independence from whatever source it might come;
- l. evaluate periodically how well the institution is performing in relationship to the established role and mission of the College;
- m. maintain an atmosphere that encourages innovation and change;
- n. insist on being completely informed about all aspects of the College;
- o. regularly engage in Board self-evaluation;

- p. establish policies for the conduct of the activities of the College; and
- q. establish and follow a communication protocol that ensures appropriate channels of communication between the Board and the faculty, students, staff and the surrounding community.

2. Individual Trustee Responsibilities and Obligations

Each Trustee shall:

- a. prepare for Board meetings by reviewing materials furnished in advance of the meeting;
- b. communicate recommended Board agenda items to the Board Chair in advance;
- c. maintain confidentiality on all matters discussed at closed meetings of the Board;
- d. participate in board development and continuing education functions and education conferences held by various professional organizations or as required by law;
- e. attend at least fifty percent (50%) of the meetings of the Board during any consecutive 12-month period to appropriately perform the responsibilities of a trustee and to avoid the resignation provisions of Section 8-501, State Government Article.
- f. request Board approval (through the Board Chair) before engaging in any individual activity (other than local travel) that will result in expenditure of College funds;
- g. refrain from involving members of the College staff in Board, College or other activities without consultation with the College President and the Board Chair;
- h. refrain from interfering in the day-to-day administration or activities of the College; and
- i. speak and act only in the best interests of the College and in harmony with the Board chair.

HOW?

- Bylaws
- **Open Meetings Act**
- **Communications Protocols**
- **Types of Gatherings**
- **Committees**
- **Liaisons**
- **Policies** (and Procedures)
- **Professional Resources**

Open Meetings Act

- OMA law and manual (see [here](#))
- Training (see [here](#))
- 14 reasons for closed meeting
 1. Discuss **personnel** matters
 2. Protect the privacy or reputation of individuals with respect to a matter not related to public business
 3. Consider the acquisition of **real property** for a public purpose and matters directly related thereto
 4. Consider a matter that concerns an organization locating, expanding, or remaining in the State of Maryland
 5. Consider the investment of public funds
 6. Consider the marketing of public securities
 7. Consult with counsel to obtain **legal advice**
 8. Consult with staff, consultants, or other individuals about pending or potential **litigation**
 9. Conduct collective bargaining negotiations or consider **matters that relate to the negotiations**
 10. Discuss public **security** matters
 11. Prepare, administer, or grade a scholastic, licensing, or qualifying examination
 12. Conduct or discuss an investigative proceeding on actual or possible criminal conduct
 13. Comply with any requirement that prevents public disclosures about a particular proceeding or matter
 14. Discuss a matter directly related to a negotiating strategy or the contents of a bid or proposal with restrictions
- Violations are serious

HOW?

- Bylaws
- Open Meetings Act
- **Communications Protocols**
- **Types of Gatherings**
- **Committees**
- **Liaisons**
- **Policies** (and Procedures)
- **Professional Resources**

Communications Protocols

Internal Communications Protocols

Bylaws

- *The Board shall establish and follow a communication protocol that ensures appropriate channels of communication between the Board and the faculty, students, staff and the surrounding community. (II.A.1.q.)*
- *Each Trustee shall refrain from involving members of the College staff in Board, College or other activities without consultation with the College President and the Board Chair (II.A.2.g.)*

Contact Matrix

Contact	If you have...
Board Chair	an idea for a future board meeting agenda a concern about an item on an upcoming agenda an idea regarding a policy an interest in some data or a report that does not already exist
President	an idea about a new relationship or donor for the College important advocacy information an idea for an activity at the College
Chief of Staff	(can serve as liaison for the president on any matter) a question about a policy matter or historical context of an issue a general question about a meeting agenda item or process matter an idea and want to explore implications before pursuing
Manager, Board Operations and Services	a question about meeting logistics a question about an internal or external event a question about board information resources

Communications Protocols

External Communications Protocols

Bylaws

The Chair ordinarily serves as the public spokesperson for the Board. (I.F.4.a.)

Each Trustee shall speak and act only in the best interests of the College and in harmony with the Board chair. (II.A.2.g.)

Communications Protocols

- What do you do if...
 - *...you are contacted by someone in the College community with a complaint?*
 - *...you are curious about something happening at the College and are pretty sure you know someone who works with that?*
 - *...a friend who is taking classes at the College contacts you with a concern about her grade?*
 - *...your brother, who works in the admissions office, thinks his boss has committed financial fraud?*
 - *...the professor of the class you are taking announces a change in a major exam date, and that date happens to be the same date as a board event?*

HOW?

- Bylaws
- Open Meetings Act
- Communications Protocols
- **Types of Gatherings**
- **Committees**
- **Liaisons**
- **Policies** (and Procedures)
- **Professional Resources**

Types of Gatherings

- Public Meeting
- Closed Meeting
- Committee Meeting
- Conference Session—open or closed?
- Social Gathering—open or closed?
- E-mail communication—a gathering?

Types of Gatherings

- What kind of gathering are we?

6

Deciding

Not one of 14

COUNT: How many of us are there? A **quorum** is 6 for a board with 10 members.

ACTIVITY: What are we doing? Has a meeting been called to order? Are we discussing College business?

TOPIC: What topics are we considering? Is it one of the 14 allowable in closed session?

HOW?

- Bylaws
- Open Meetings Act
- Communications Protocols
- Types of Gatherings
- **Committees**
- **Liaisons**
- **Policies** (and Procedures)
- **Professional Resources**

Committees

- Standing
 - One standing committee – the AUDIT COMMITTEE (and it is a committee “of the whole”)
- Ad Hoc
 - Varies from year to year
 - Decided and assigned by the chair
 - In 2016-2017
 - Community Engagement Committee
 - Educational Excellence Committee
 - Fiscal Sustainability Committee
 - Audit Review *Subcommittee*

Liaisons

- ...to the **Montgomery College Foundation Board**
- ...to the **PIC MC Foundation Board**
- ...to the **Alumni Association Board**
- ...to the **Universities at Shady Grove (USG) Board of Advisors**

Student Trustee Liaison Role

Charge: To attend regular board meetings of organizations that support Montgomery College in order to represent the Board of Trustees, share information with the supporting organization, and report important information to the Board of Trustees. The President's Office will prepare the Liaison's Report for each liaison to provide at the organizations' meetings.

HOW?

- Bylaws
- Open Meetings Act
- Communications Protocols
- Types of Gatherings
- Committees
- Liaisons
- **Policies** (and Procedures)
- **Professional Resources**

Policies

Chapter I - Board of Trustees

Chapter II - Organization

Chapter III - Personnel

Chapter IV - Student Affairs

Chapter V - Educational Program

Chapter VI - Fiscal and Administrative Affairs

Chapter VII - Facilities

Policies (Actions in FY16)

POLICY RESOLUTIONS

16-02-035	Adoption of New Policy 39001–College Ombuds
16-02-024	Adoption of New Policy 42002–Campus Behavioral Intervention Teams
16-05-054	Adoption of New Policy 62004–Crowdfunding
16-05-055	Adoption of New Policy 66004–Electronic Information Technology Accessibility
15-09-082	Modification of Policy 31001–Sexual Misconduct
15-09-083	Modification of Policy 75001–Use of Facilities
15-12-106	Modification of Policy 38002–Honorary Degrees
15-12-107	Modification of Policy 63001–Procurement
15-12-108	Modification of Policy 68003–Gifts Acceptable to Montgomery College
16-03-039	Modification of Policy 43001–Student Financial Aid
16-03-040	Modification of Policy 43002–Board of Trustees Student Grants and Scholarships
16-03-041	Modification of Policy 43003–Tuition Waiver for Non-Employees of the College
16-04-046	Modification of Policy 31101–Employee Privileges
16-05-056	Modification of Policy 31009–Employee Indebtedness
16-05-057	Modification of Policy 41001–Admission to Montgomery College
16-05-058	Modification of Policy 54001–Workforce Development & Continuing Education
16-05-059	Modification of Policy 58002–Assessment Testing and Appropriate Course Placement
15-09-084	Policy Retirement 75002–Restrictions on Use of Facilities

HOW?

- Bylaws
- Open Meetings Act
- Communications Protocols
- Types of Gatherings
- Committees
- Liaisons
- Policies (and Procedures)
- **Professional Resources**

Professional Resources

Association of Community College Trustees (ACCT)



The screenshot shows the ACCT website homepage. At the top left is the ACCT logo. To the right are navigation links for HOME, CONTACT, and a College Directory button. Below these is a search bar and font size controls (-A, A, +A). A main navigation bar contains links for ABOUT US, ADVOCACY, AWARDS, TRUSTEE EDUCATION, PUBLICATIONS, MEMBERS, NEWS & PRESS, EVENTS, and SERVICES. The main content area features a large banner for the 2015 ACCT Leadership Congress in San Diego, with the text "Register today" and "SAN DIEGO October 14 -17, 2015". To the right of the banner is a "News & Announcements" section with a list of recent news items and a "Read more" link. Below the banner is a section titled "The Association of Community College Trustees (ACCT)" with a paragraph describing the organization. To the right of this section is an "Upcoming Events" list with two items and a "View Past Events" link. Further right is a "Click here to Login" button and a list of links for "Learn More about Member Benefits" and "Pay Your Invoice". Below these is a "Join Today" button. At the bottom of the page are social media icons for Facebook, Twitter, and LinkedIn, and an "Email Alerts" link.

HOME CONTACT [College Directory](#)

ACCT

-A A +A Search ACCT

ABOUT US ADVOCACY AWARDS TRUSTEE EDUCATION PUBLICATIONS MEMBERS NEWS & PRESS EVENTS SERVICES

LEADERSHIP CONGRESS 15! HIGHER EXPECTATIONS: The New Community College Model

Register today

2015 ACCT Leadership Congress

SAN DIEGO October 14 -17, 2015

News & Announcements

- Remembering Julian Bond
- Aspen Presidential Fellowship for Community College Excellence Announced
- 2015 ACCT Regional Awards Recipients

[Read more »](#)

The Association of Community College Trustees (ACCT) is a non-profit educational organization of governing boards, representing more than 6,500 elected and appointed trustees who govern over 1,200 community, technical, and junior colleges in the United States and beyond. Located in Washington, D.C., ACCT is a major voice of community college trustees to the presidential administration, U.S. Congress, the Departments of Education and Labor and more.

ACCT educates community and technical college trustees through annual conferences focused on leadership development and advocacy, as well as through publications and online and face-to-face institutes and seminars.

Upcoming Events

- 2015 ACCT Leadership Congress
- 2016 Governance Leadership Institute

[View Past Events](#)

[Click here to Login](#)

- [Learn More about Member Benefits](#)
- [Pay Your Invoice](#)

[Join Today](#)

Follow Us: [f](#) [t](#) [in](#) [Email Alerts](#)

www.acct.org

Professional Resources

Association of Governing Boards (AGB)

AGB ASSOCIATION OF GOVERNING BOARDS OF UNIVERSITIES AND COLLEGES

Fiduciary Duties of Governing Board Members

- 01 Duty of Care**
Carry out responsibilities in good-faith and using diligence, care, and skill.
- 02 Duty of Loyalty**
Act in the interests of the college or university and its nonprofit or public purposes.
- 03 Duty of Obedience**
Ensure that the college or university is operating in furtherance of its stated purposes.

RELEVANT LINKS

- VIDEO: WHAT IS A FIDUCIARY?
- FIDUCIARY BEHAVIOR: WHAT'S THE RESPONSIBLE TRUSTEE TO DO (AND NOT DO)?
- THE DUTIES OF A FIDUCIARY
- BRIEF: FIDUCIARY DUTIES
- EFFECTIVE GOVERNING BOARDS

EVENTS

- SEP 17
Webinar: Ensuring Success: Becoming an Effective Board Member at an Independent Institution
- SEP 21
Webinar: Ensuring Success: How to Be an Effective Board Member at a Public College, University, or System
- OCT 4
2015 Professional Development Conference for Board Professionals

BLOG

- AUG 25
How Best to Determine Aid Policies (Case Study #2)

AGB BOARD OF DIRECTORS' STATEMENT
The fundamental responsibility of a board member of a college or university is to be a fiduciary for the institution that he or she serves. How

TRUSTEESHIP MAGAZINE
Trusteeship
DEALING WITH DISRUPTION

www.agb.org

Professional Resources

American Association of Community Colleges (AACC)

The screenshot shows the AACC website homepage with the following elements:

- Header:** AACC logo and "AMERICAN ASSOCIATION OF COMMUNITY COLLEGES" text. Navigation links: Home | Join/Login | Community College Finder | Member Directory | Contact Us. Search bar and "Advanced Search" link.
- Menu:** About Community Colleges, About AACC, Advocacy, Events, News, AACC Publications, Resources.
- Main Image:** Randy Grissom, president of Santa Fe CC, giving a tour to Elizabeth Sherwood Randall, deputy secretary at the U.S. Energy Department.
- Member Login:** AACC Members, please login here. Log In | Join AACC here!
- Community College Spotlight:** TIDEWATER COMMUNITY COLLEGE. See more profiles.
- Calendars:** AACC Event Calendar, AACC Webinar Calendar.
- Community College Daily:** Community College Daily, AACC's online newspaper, provides timely and comprehensive coverage of community college news and issues. Sign up for e-mail alerts.
- AACC on Twitter:** Tweets from @dcccdd. "College IS for everyone. Here's why we think so: #dcccinfo/1jPHDaG#dcccdd".
- 21st Century Center:** AACC 21st Century Center. Resources for Reclaiming the American Dream. Visit AACC's 21st Century Center.
- Video:** Learn more about the work the American Association of Community Colleges does on behalf of its members.
- Connect with AACC:** Social media icons for Twitter, Facebook, and LinkedIn.
- Site Maintenance:** Due to scheduled maintenance, the AACC web site will be down intermittently beginning Friday, Aug. 28 at 5 p.m. EDT through Sunday, Aug. 30.
- America's College Promise:** Read AACC President & CEO Walter G. Bumphus' letter to AACC members regarding the introduction of the America's College Promise Act of 2015.
- Completion Report:** How well are community colleges doing in meeting the ambitious goals they set for themselves in 2010? Read the report, Community College Completion.
- Latest News:**
 - AACC Federal Legislative Webinar: America's College Promise and More
 - Congressional Committees Approve Key Funding Legislation
 - AACC Testimony on Community College for All Scholarship Amendment Act of 2015

www.aacc.nche.edu

Professional Resources

The Chronicle of Higher Education

The screenshot shows the homepage of The Chronicle of Higher Education. At the top, it features the site's name, a date of August 27, 2015, and a 'Subscribe Today' button. A navigation bar includes links for Home, News, Global, Opinion & Ideas, Facts & Figures, Blogs, Advice, Forums, and Jobs. A search bar is also present. The main content area is divided into several sections: a large article titled 'U. of Missouri Grad Students Rally, and Faculty Come to Their Aid' with a photo of a large crowd; a 'Get Academe Today' newsletter sign-up; a 'Jobs on Vitae' section with a search bar and filters for position type and keywords; and several smaller articles under 'Hitting Refresh' and 'In the News'.

www.chronicle.com

Inside Higher Education

The screenshot shows the homepage of Inside Higher Education. At the top, it features the site's name, a date of August 27, 2015, and a 'Subscribe Today' button. A navigation bar includes links for Home, News, Global, Opinion & Ideas, Facts & Figures, Blogs, Advice, Forums, and Jobs. A search bar is also present. The main content area is divided into several sections: a large article titled 'Science Matters' with a photo of a woman speaking; a 'The Unemployment-Enrollment Link' article; a 'CAREER ADVICE' section with a 'What Can I Do Now?!' article; and a 'Flexible testing' advertisement for ETS Major Field Tests.

www.insidehighereducation.com

Professional Resources

Community College Daily

The screenshot shows the homepage of Community College Daily. At the top, there is a banner for the "STEMtech CONFERENCE" with a deadline of October 2, 2015, and a registration link. Below the banner is a navigation bar with links for "In Focus", "News Topics", "Opinions", "Jobs", "Contact Us", and "Advertise". The main content area features a large article titled "Taking advantage of summer breaks" with a photo of a woman in a lab. To the right of the article is an advertisement for "ETS SuccessNavigator" and another for "Measure four general education skills with a single test." Below the article are three smaller news topic boxes: "Government" (Headway on nursing accreditation), "Technology" (Using IPAS to motivate reform), and "Funding" (Funding roundup). The ETS logo is visible at the bottom right of the page.

www.ccdaily.com

Community College Week

The screenshot shows the homepage of Community College Week. At the top, there is a navigation bar with links for "Home", "Archives", "Advertising", "Subscriptions", "Supplements", and "Top 100". Below the navigation bar is a search bar and a menu with links for "News", "Deep Data", "Blog", "Opinion", "Publications", "Resources", "Events", and "Jobs". The main content area features a large banner for "45 years OF OPPORTUNITIES, MEMORIES & GROWTH" for the College of the Canyons. Below the banner is a "COVER STORY" section titled "Debt-Free College" with a photo of a man speaking at a podium. To the right of the cover story is an advertisement for the "PREMIER" higher education leadership development program. Below the cover story are two more articles: "Miss. Dual Enrollment Program Encounters Obstacles" and "Kansas Schools Try To Help Students Limit Their Debt". At the bottom right, there is an advertisement for the "Dallas 2015 National Career Pathways Network Conference" and a "TOP 100" logo for the "ASSOCIATE DEGREE" category.

www.ccweek.com

HOW?

WHO?

WHAT?

WHY?

WHERE?

WHEN?

WE ARE MONTGOMERY COLLEGE

