



BOARD OF TRUSTEES  
MONTGOMERY COLLEGE

PUBLIC BOARD MEETING  
REVISED AGENDA

Central Services Building ▪ Board Room ▪ 9221 Corporate Boulevard, Rockville, Maryland  
[Link to join Zoom](#) ▪ By phone: 301-715-8592 ▪ Webinar ID: 970 4362 2514

**BOARD OF TRUSTEES**

**Monday, April 20, 2026**

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

**7:00 p.m.**

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

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

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

Marvin Dickerson  
TERM ENDS JUNE 30, 2030

David A. Hill  
TERM ENDS JUNE 30, 2030

Omar A. Lazo  
TERM ENDS JUNE 30, 2027

Jacqueline C. Manger  
TERM ENDS JUNE 30, 2031

Marcia Brown Mintz  
TERM ENDS JUNE 30, 2031

Renata Podlesny  
*Student Trustee*  
TERM ENDS JUNE 30, 2026

PRESIDENT AND  
SECRETARY-TREASURER  
Dr. Jermaine F. Williams

- 1. Call to Order ..... Procedural
- 2. Roll Call ..... Procedural
- 3. Approval of Agenda ..... Procedural
- 4. Reports ..... Information
  - A. President’s Report
    - i. March 2026 President’s Report to the Board
    - ii. April 2026 President’s Report to the Board
  - B. Committee and Liaisons’ Reports
    - i. Board Development and Succession Committee Report
    - ii. Community Engagement and Access Committee Report
    - iii. Student Success and Economic Impact Committee Report
    - iv. Montgomery College PIC MC Foundation Liaison’s Report
    - v. Montgomery College Alumni Association Liaison’s Report
  - C. Chair’s Report
- 5. Consent Agenda ..... Action
  - A. Minutes
    - i. February 16, 2026 Public Vote and Closed Session Minutes
    - ii. February 16, 2026 Public Meeting Minutes
    - iii. February 26, 2026 Public Vote and Closed Session Minutes
    - iv. March 31, 2026 Public Vote and Closed Session Minutes
  - B. Personnel Actions Confirmation Reports
    - i. Personnel Actions Confirmation Report, January 2026

- ii. Personnel Actions Confirmation Report, February 2026
  - C. Graduates Receiving Associate Degrees and Certificates in Spring 2026
  - D. Fiscal Year 2027 Schedule of Board Meetings
- 6. Award of Contract (Sole Source)..... Action  
Sole Source Award of Contract, Continuation of Workday Enterprise Resource Planning Software Solution Subscription
- 7. Awards of Contract (Competitive)..... Action
  - A. Award of Contract, Construction Manager at Risk for the Student Services Center, Germantown Campus, Bid 626-002
  - B. Award of Contract, Construction Manager at Risk for Macklin Tower Library Renovation, Rockville Campus–Part 2, Guaranteed Maximum Price No. 2, Bid 625-004
  - C. Award of Contract, Promotional Products Online Store, Bid e926-005
- 8. Policy Matters .....Information and Possible Action
  - A. Modification of Policy 61004: College Investment Program
  - B. Modification of Policy 32100: Allocation, Recruitment, and Appointment of Regular Employees and Temporary with Benefits Employees
  - C. Modification of Policy 85001: Use of Facilities
  - D. Modification of Policy 95006: Drone/Unmanned Aerial Vehicle Use
- ~~9. Collective Bargaining Matter ..... Action~~  
~~Memorandum of Agreement, Collective Bargaining Agreement Between Montgomery College and the Montgomery College Chapter of the American Association of University Professors~~
- 10. Budget Matter ..... Action  
Tuition Rates in Fiscal Year 2027
- 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: 5Bi  
April 20, 2026

**PERSONNEL ACTIONS CONFIRMATION REPORT**

BACKGROUND

The Board of Trustees by state law has the authority and the responsibility for appointments to the College. Each month the Board receives a summary of personnel actions from the Office of Human Resources and Strategic Talent Management on new hires and employees who have separated from the College. The provision of these reports aligns with the College's Strategic Plan Goal 3, Enhance educational and organizational effectiveness.

RECOMMENDATION

It is recommended that the Board adopts the attached report.

BACK-UP 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: 5Bi  
April 20, 2026

**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 January 1, 2026, through January 31, 2026; and

WHEREAS, The provision of these reports aligns with the College's Strategic Plan Goal 3, Enhance educational and organizational effectiveness; 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 report and confirms the actions of the president.

Attachments

**MONTGOMERY COLLEGE**  
**SUMMARY OF PERSONNEL ACTIONS**  
**From January 1, 2026, through January 31, 2026**

**STAFF**

**STAFF EMPLOYMENTS**

Effective				
Date	Name	Position Title	Grade	Department
01/05/2026	Addo, Andrew	Building Services Supervisor	23	Facilities Operations-RV
01/05/2026	McKay, Brian	Public Safety Officer II (OFC)	15	Public Safety-TP/SS
01/05/2026	Moore, Cara	Administrative Aide II	19	Student Life-RV
01/05/2026	Moore, Nick	Public Safety Officer II (OFC)	15	Public Safety-GT
01/05/2026	Mukeba, Yvette M	Child Care Teacher Assistant	15	Center for Early Education
01/05/2026	Ortega, Marizol	Building Services Worker	11	Facilities Operations-RV
01/05/2026	Traore, Sanoun	HVAC Mechanic III	25	Facilities Operations-RV
01/05/2026	Weise, Jonathan	Public Safety Officer II (OFC)	15	Public Safety-TP/SS
01/05/2026	Wilkerson, Cameron	Public Safety Officer II (OFC)	15	Public Safety-RV
01/05/2026	Winger, Christopher	Building Services Worker	11	Facilities Operations-GT
01/08/2026	Joseph, Lizanne	Campus Cashier	17	Business Services
01/20/2026	Hopkins, Jennifer	Food Security & Basic Needs Program Coord.	27	CW Dean-Student Engag-TPSS Stu Svcs
01/20/2026	Melto, Jody	Instructional Associate	25	CW Learning Centers
01/20/2026	Waters, Dotty	Director of Grants and Sponsored Programs	37	Grants & Business Development
01/31/2026	Brown, Richard	Technical Training and Development	29	GIT-N/C Technical Training WDCE

**STAFF SEPARATIONS**

Effective					
Date	Name	Position Title	Grade	YOS	Department
01/02/2026	Ramos, Atilio <sup>1</sup>	Plumber	23	31	Facilities Operations-RV
01/05/2026	Azeez, Sharmini <sup>1</sup>	Executive Associate I	25	21	ASVP-Equitable Access & Stud Success
01/05/2026	Serrano Solano, Rufino <sup>1</sup>	Building Services Worker	11	25	Facilities Operations-TP/SS
01/07/2025	Minaya, Gustavo	Financial Aid Outreach Counselor	27	5	Financial Aid
01/09/2025	DAmbrosia, James <sup>1</sup>	Network Engineer	33	20	OIT Engineering Services
01/16/2025	Umans, Dorothy <sup>1</sup>	Community Education & Extended Learning Dir.	35	25	Community Based Grants WDCE
01/17/2025	McKay, Brian	Public Safety Officer II (OFC)	15	0*	Public Safety-TP/SS
01/17/2025	Thompson, Kirk	Building Services Worker	25	22	Facilities Operations-TP/SS
01/20/2025	Joseph, Lizanne	Campus Cashier	17	0*	Business Services
01/21/2025	McDonald, Steve	Building Services Worker	11	1	Facilities Operations-GT
01/23/2025	McDonnell, Ryan	Instructional Lab Coordinator	27	2	Fine Perform Visual Arts Dean
01/30/2026	Mirand, Constant <sup>1</sup>	Building Services Worker Lead	15	32	Facilities Operations-TP/SS
01/30/2026	Torkashvan, Khadijeh <sup>1</sup>	Administrative Aide II	19	18	Social Science Dean
01/31/2026	Shiau, Tzu-Yin <sup>1</sup>	Analyst-Programmer	33	26	OIT Application Services

**STAFF EMPLOYMENTS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	3	3	1	0	0	0	7
Male	2	6	0	0	0	0	8
<b>TOTAL</b>	<b>5</b>	<b>9</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15</b>

**STAFF SEPARATIONS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	1	1	0	3	0	0	5
Male	3	2	3	0	1	0	9
<b>TOTAL</b>	<b>4</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>0</b>	<b>14</b>

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\* Less than one year

<sup>1</sup> Retirement

**MONTGOMERY COLLEGE**  
**SUMMARY OF PERSONNEL ACTIONS**  
From January 1, 2026 through January 31, 2026

**FACULTY**

**FACULTY EMPLOYMENTS**

Effective Date	Name	Position Title	Department
01/01/2026	Akst, Elaine	Associate Professor	Biology and Chemistry Dean
01/17/2026	Alnassar, Abdullah	Assistant Professor	Social Science Dean
01/17/2026	Andrews, Camille	Associate Professor	CW Dean-Student Engag-TPSS Stu Svcs
01/17/2026	Carter, Cassandra	Associate Professor	Social Science Dean
01/17/2026	Dai, Jiexin	Assistant Professor	Mathematics Dean
01/17/2026	Doh, Jiawen	Assistant Professor	ELAP, Linguistics and Comm Studies
01/17/2026	Hairumian, Arthur	Professor	Mathematics Dean
01/17/2026	Hida, Juliana	Associate Professor	Social Science Dean
01/17/2026	Hourigan, Taylor	Assistant Professor	ELAP, Linguistics and Comm Studies
01/17/2026	Maliha, Maisha	Instructor	Mathematics Dean
01/17/2026	Joppy, Kia	Professor	English and Reading Dean
01/17/2026	Kiwanuka, Kasalina	Assistant Professor	Biology and Chemistry Dean
01/17/2026	Levine, Heather	Associate Professor	English and Reading Dean
01/17/2026	Rastogi, Soumya	Associate Professor	Biology and Chemistry Dean
01/17/2026	Shamsan, Ghaida	Assistant Professor	English and Reading Dean
01/17/2026	Shim, Susan	Associate Professor	Humanities Dean
01/17/2026	Underhill, Jill	Professor	ELAP, Linguistics and Comm Studies
01/17/2026	Vargas Mejia, Diana	Assistant Professor	Mathematics Dean

**FACULTY SEPARATIONS**

Effective Date	Name	Position Title	YOS	Department
01/02/2026	Alam, Rishidul <sup>1</sup>	Professor	24	Biology and Chemistry Dean
01/16/2026	Poese, Debra <sup>1</sup>	Professor	40	Mathematics Dean
01/19/2026	McBee, Crystal	Assistant Professor	1	Health Sciences Dean
01/31/2026	Sember, Gregory <sup>1</sup>	Professor	17	Humanities Dean

<sup>1</sup> Retirement

**FACULTY EMPLOYMENTS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	6	4	1	5	0	0	<b>16</b>
Male	1	0	0	0	0	1	<b>2</b>
<b>TOTAL</b>	<b>7</b>	<b>4</b>	<b>1</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>18</b>

**FACULTY SEPARATIONS: Ethnicity and Gender**

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

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**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 5Bii  
April 20, 2026

**PERSONNEL ACTIONS CONFIRMATION REPORT**

BACKGROUND

The Board of Trustees by state law has the authority and the responsibility for appointments to the College. Each month the Board receives a summary of personnel actions from the Office of Human Resources and Strategic Talent Management on new hires and employees who have separated from the College. The provision of these reports aligns with the College's Strategic Plan Goal 3, Enhance educational and organizational effectiveness.

RECOMMENDATION

It is recommended that the Board adopts 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: 5Bii  
April 20, 2026

**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 February 1, 2026, through February 28, 2026; and

WHEREAS, The provision of these reports aligns with the College's Strategic Plan Goal 3, Enhance educational and organizational effectiveness; 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 February 1, 2026, through February 28, 2026**

**STAFF**

**STAFF EMPLOYMENTS**

Effective Date	Name	Position Title	Grade	Department
02/02/2026	Benitez, Erin	Planetarium Lab Coordinator	29	Biology and Chemistry Dean
02/02/2026	Powell, Torey	Assoc SVP for Advance & Comm Engage	39	Grants & Business Development

**STAFF SEPARATIONS**

Effective Date	Name	Position Title	Grade	YOS	Department
02/02/2026	Taylor, Matthew <sup>1</sup>	Systems Engineer	33	16	OIT Engineering
02/06/2026	Young, Nigel	Building Services Worker	11	0*	Facilities Operations–RV
02/13/2026	Jones, Diane	Assistant General Counsel	37	5	General Counsel
02/19/2026	Lemus, Roni	Building Services Worker	11	0*	Facilities Operations–TP/SS
02/25/2026	Lozupone, Ja'Bette	Director of Student Affairs Programs	35	17	ASVP-Student Success & Engagement
02/27/2026	Agashe, Pradnya <sup>1</sup>	Analyst-Programmer	33	18	OIT Application Services
02/27/2026	Lowe, Kekeletso <sup>1</sup>	Career-Transfer Center Assistant	21	28	CW Student Career Services
02/27/2026	Maybody, Farzaneh <sup>1</sup>	Analyst-Programmer	33	30	OIT Application Services

**STAFF EMPLOYMENTS: Ethnicity and Gender**

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	1	0	0	0	0	0	1
Male	0	0	0	0	0	1	1
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>2</b>

**STAFF SEPARATIONS: Ethnicity and Gender**

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

\* Less than one year

<sup>1</sup> Retirement



**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 5C  
April 20, 2026

**GRADUATES RECEIVING THE ASSOCIATE DEGREE AND  
THE PROGRAM CERTIFICATE IN SPRING 2026**

BACKGROUND

The Board of Trustees is required to ratify the conferral of degrees and certificates by the faculty, as certified by the college registrar, each semester.

RECOMMENDATION

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

BACK-UP INFORMATION

Board Resolution  
List of Graduates (Board members only)

RESPONSIBLE SENIOR ADMINISTRATORS

Dr. Ray-Patterson  
Dr. Price

RESOURCE PERSONS

Ms. Wessells  
Mr. Dietz

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**  
Rockville, Maryland

Resolution Number:  
Adopted on:

Agenda Item Number: 5C  
April 20, 2026

**Subject: Graduates Receiving the Associate Degree and the Program Certificate in Spring 2026**

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WHEREAS, It is necessary that the Board take action on the list of certified candidates attached herewith; and

WHEREAS, The acting college registrar ("the registrar") has certified that the students of Montgomery College, as listed on the attachment, are expected to complete successfully in the spring 2026 semester the courses and curriculum prescribed by the faculty, and to meet all other requirements of the College, for the degrees and certificates that those students are seeking; and

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

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

Resolved, That the Board of Trustees ratifies the faculty's conferral upon the students of Montgomery College, as listed on the attachment, of their respective associate's degrees and certificates, subject to certification by the officer that such students have met all applicable requirements.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 5D  
April 20, 2026

**FISCAL YEAR 2027 SCHEDULE OF BOARD MEETINGS**

**BACKGROUND**

The Maryland Open Meetings Act, based on the General Assembly's determination in favor of open decision-making by public bodies in the maintenance of a democratic society, provides that, except in special and appropriate circumstances: (1) the business of public bodies be performed in an open and public manner; and (2) citizens be allowed to observe the performance of public officials and the deliberations and decisions that the making of public policy involves. In addition, Montgomery College Board of Trustees bylaws state that the Board shall give reasonable advance notice of its open meetings. The notice shall be in writing and shall include the date, time, place, and agenda of the meeting, and shall be publicized by posting to the Board's website and any other method reasonably designed to give public notice. Consideration of the Board's schedule of meetings in public aligns with the College's Strategic Plan, Goal 3: Enhance educational and organizational effectiveness.

**RECOMMENDATION**

It is recommended that the Board adopt the attached schedule of meetings for Fiscal Year 2027.

**BACKUP INFORMATION**

Board Resolution  
Montgomery College Board of Trustees Schedule of Meetings for Fiscal Year 2027

**RESPONSIBLE SENIOR ADMINISTRATOR**

Ms. Lee

**RESOURCE PERSON**

Ms. Cordova

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 5D  
April 20, 2026

**Subject: Fiscal Year 2027 Schedule of Board Meetings**

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WHEREAS, The Maryland Open Meetings Act, based on the General Assembly's determination in favor of open decision-making by public bodies in the maintenance of a democratic society, provides that, except in special and appropriate circumstances: (1) the business of public bodies be performed in an open and public manner; and (2) citizens be allowed to observe the performance of public officials and the deliberations and decisions that the making of public policy involves; and

WHEREAS, Montgomery College Board of Trustees bylaws state that the Board shall give reasonable advance notice of its open meetings; and

WHEREAS, The notice shall be in writing and shall include the date, time, place, and agenda of the meeting and shall be publicized by posting to the Board's website and any other method reasonably designed to give public notice; and

WHEREAS, Consideration of the Board's schedule of meetings in public aligns with the College's Strategic Plan, Goal 3: Enhance educational and organizational effectiveness; and

WHEREAS, Attached to this resolution is a schedule of meetings for Fiscal Year 2027, and while intended to be held as planned, those meetings may be changed based on circumstance according to the Board's bylaws, the Maryland Open Meetings Act, and availability; and

WHEREAS, The public will be notified of the Fiscal Year 2027 schedule as well as any change in meeting dates in accordance with the Board of Trustees bylaws and the Maryland Open Meetings Act; 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 adopts the attached Fiscal Year 2027 Schedule of Board Meetings.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 6  
April 20, 2026

**SOLE SOURCE AWARD OF CONTRACT,  
CONTINUATION OF WORKDAY ENTERPRISE RESOURCE  
PLANNING SOLUTION SUBSCRIPTION**

BACKGROUND

Originating Office and Explanation of Request:	The senior vice president for administrative and fiscal services and chief operating officer is requesting a sole source award of contract for the continuation of the Workday enterprise resource planning solution subscription
Award Type:	Sole Source
Reason Being Brought to Board:	Board approval is required for all sole source contract awards valued over \$100,000.
Certification:	The director of procurement certifies that the Workday enterprise resource planning solution subscription can only be procured from Workday, Inc. and the chief business/financial strategy officer certifies that planned expenditures are available in the FY26 operating budget.
NOT-TO-EXCEED Annual Dollar Amount:	Year 1 - \$1,300,000 Year 2 - \$1,300,000 Year 3 - \$1,300,000 Year 4 - \$1,300,000 Year 5 - \$1,300,000
Vendor Name:	Workday, Inc.
Vendor Address:	6110 Stoneridge Mall Road Pleasanton, California 94588
Minority Status:	Non-Minority
Term of Contract:	One year, with four one-year renewal options

RECOMMENDATION

It is recommended that the Board of Trustees approve a sole source award of contract for the continuation of the Workday enterprise resource planning solution subscription, to Workday, Inc. of Pleasanton, California, for an annual, not-to-exceed contract amount of \$1,300,000.

It is further recommended that the contract be renewed for four additional one-year periods, at the sole discretion of the College, provided services are satisfactory, funding is available, and renewals are in the best interest of the College. The total, five-year, not-to-exceed contract amount is \$6,500,000.

This recommended action aligns with Montgomery College Strategic Plan Goal 3: Enhance educational and organizational effectiveness.

BACK-UP INFORMATION

PTOA 16-059, University of Texas at Austin Contract 721-1322  
Board Resolutions 11-11-100 and 21-03-030  
Policy 63001: Procurement, Consultant Services, and Contracts

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Ms. Hamilton

Mr. Johnson

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 6  
April 20, 2026

**Subject: Sole Source Award of Contract, Continuation of Workday Enterprise Resource Planning Solution Subscription**

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WHEREAS, College policy states that formal bidding process may be dispensed with, in the event of a sole source procurement; and

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

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

Resolved, That the Board of Trustees approves a sole source award of contract for the continuation of the Workday enterprise resource planning solution subscription to Workday, Inc., of Pleasanton, California, for an annual, not-to-exceed contract amount of \$1,300,000; and be it further

Resolved, That the contract be renewed for four additional one-year periods, at the sole discretion of the College, provided services are satisfactory, funding is available, and renewals are in the best interest of the College; and be it further

Resolved, That the total, five-year, not-to-exceed contract amount is \$6,500,000; and be it further

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

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 7A  
April 20, 2026

**AWARD OF CONTRACT,  
CONSTRUCTION MANAGER AT RISK FOR THE STUDENT SERVICES CENTER,  
GERMANTOWN CAMPUS,  
BID 626-002**

**BACKGROUND**

Originating Office and Explanation of Request:	The senior vice president for administrative and fiscal services and chief operating officer is requesting an award of contract for a construction manager at risk (CMAR) for the Germantown Campus new student services center.
Award Type:	Competitive
Reason Being Brought to Board:	Board approval is required for all contract awards valued over \$450,000.
Certification:	The director of procurement certifies that specifications and contract documents were developed by appropriate College staff and the chief business/financial strategy officer certifies that funds are planned for and budgeted in the FY26 capital budget.
Total Amount:	\$11,297,987
Vendor Name:	Dustin Construction, Inc.
Vendor Address:	2510 Urbana Pike, Suite 201 Ijamsville, Maryland 21754
Term of Contract:	One-time purchase
Minority Status	Non-minority
Minority Classification	NA

Note: Dustin Construction Inc, is not a minority business enterprise. However, it has committed to sub-contract 15% of total contract value to minority firms under part 2, Guaranteed Maximum Price (GMP) of the contract award.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the appointment of Dustin Construction, Inc. of Ijamsville, Maryland, as the CMAR for the new student services center located on the Germantown Campus.

It is further recommended that a contract for pre-construction services and the CMAR fee associated with this project, be awarded to Dustin Construction, Inc. of Ijamsville, Maryland, for a one-time purchase in the amount of \$11,297,987.

This recommended action aligns with Montgomery College Strategic Plan Goal 3: Enhance educational and organizational effectiveness; and will be followed by the CMAR's submission of a GMP under Part 2, covering all associated construction project costs.

BACK-UP INFORMATION

Bid Summary (Board Members Only)

Bidders List (Board Members Only)

Policy 82001: Construction Projects

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Johnson

Ms. Pullen

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 7A  
April 20, 2026

**Subject: Award of Contract, Construction Manager at Risk for the Student Services Center, Germantown Campus, Bid 626-002**

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

WHEREAS, The contract will be awarded in two parts: (1) appointment of the Construction Manager at Risk (CMAR), along with an award of contract for pre-construction services and CMAR fee, and (2) approval of a guaranteed maximum price (GMP) submitted by the CMAR for all associated construction project costs; and

WHEREAS, 53 firms downloaded the request for bid from the College's procurement website, of which, 14 were identified as minority business enterprises; and

WHEREAS, 10 responses, including one no-bid were received, read aloud, and recorded in the procurement office, beginning at 2:00 p.m. on November 18, 2025; and

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

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

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

Resolved, That Dustin Construction, Inc. of Ijamsville, Maryland, be appointed as CMAR for the new student services center located on the Germantown Campus; and be it further

Resolved, That a contract for pre-construction services and the CMAR fee associated with this project, be awarded to Dustin Construction, Inc., of Ijamsville, Maryland, for a one-time purchase in the amount of \$11,297,987; 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: 7B  
April 20, 2026

**AWARD OF CONTRACT  
CONSTRUCTION MANAGER AT RISK FOR THE MACKLIN TOWER LIBRARY  
RENOVATION, ROCKVILLE CAMPUS—PART 2, GUARANTEED MAXIMUM  
PRICE NUMBER 2, BID 625-004**

**BACKGROUND**

Originating Office and Explanation of Request:	The senior vice president of administrative and fiscal services and chief operating officer is requesting the replacement of the Macklin Tower Library roof, along with limited HVAC upgrades, identified as the guaranteed maximum price (GMP) Number 2, submitted by the construction manager at risk (CMAR).
Award Type:	Competitive
Reason Being Brought to Board:	Board approval is required for all contract awards valued over \$450,000
Certification:	The director of procurement certifies that specifications and contract documents were developed by appropriate College staff and the chief business/financial strategy officer certifies that funds are planned for and budgeted in the FY26 capital budget.
Dollar Amount:	\$12,473,317
Vendor Name:	Henley Construction Co., Inc.
Vendor Address:	7940 Queenair Drive Gaithersburg, Maryland 20879
Term of Contract:	One-time purchase
Minority Status:	***Non-minority
Minority Classification:	NA

\*\*\*CMAR is not a minority business enterprise; however, it has committed to subcontracting 19% (excluding Project Contingency, CM Fee, and Bonds) of the total GMP Number 2 to minority firms.

**RECOMMENDATION**

It is recommended that the Board of Trustees approve an award of contract for approval of the GMP Number 2, submitted by the CMAR Henley Construction Co., Inc., of Gaithersburg, Maryland, for the replacement of the Rockville Campus Macklin Tower Library roof, along with limited HVAC upgrades, for a one-time price in the amount of \$12,473,317.

This recommended action aligns with Montgomery College Strategic Plan Goal 3: Enhance educational and organizational effectiveness.

BACKUP INFORMATION

Board Resolution 25-06-077 and 25-11-025  
Bid Summary (Board Members Only)  
Bidders List (Board Members Only)  
Policy 72001: Construction Projects

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Johnson  
Ms. Pullen

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 7B  
April 20, 2026

**Subject: Award of Contract, Construction Manager at Risk for the Macklin Tower Library Renovation, Rockville Campus—Part 2, Guaranteed Maximum Price Number 2, Bid 625-004**

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WHEREAS, The director of procurement certifies that specifications were developed by appropriate College staff and the Construction Manager at Risk (CMAR); and

WHEREAS, The CMAR issued a solicitation, which included 21 trades, on January 9, 2026, and publicly advertised the solicitation on the Montgomery College and Maryland State eMaryland Marketplace Advantage procurement websites; and

WHEREAS, 151 firms downloaded the solicitation document from the CMAR website, of which, 13 were identified as minority business enterprises, and

WHEREAS, 40 responses were received and recorded at the CMAR office location, beginning at 3:00 p.m. on February 3, 2026; and

WHEREAS, Following the evaluation of all submitted bid responses, the CMAR submitted a guaranteed maximum price (GMP) Number 2, in the total amount of \$12,473,317; and

WHEREAS, This action aligns with Montgomery College Strategic Plan Goal 3: Enhance educational and organizational effectiveness; 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 to Henley Construction Co., Inc. of Gaithersburg, Maryland for all necessary materials, labor, equipment, supervision, bonds, and insurance for the replacement of the Rockville Campus Macklin Tower Library roof, along with limited HVAC upgrades, for a one-time GMP Number 2 of \$12,473,317; 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: 7C  
April 20, 2026

**AWARD OF CONTRACT  
PROMOTIONAL PRODUCTS ONLINE STORE, BID E926-005**

**BACKGROUND**

Originating Office and Explanation of Request:	The senior vice president for advancement and community engagement is requesting an award of contract for a promotional products online store.
Award Type:	Competitive
Reason Being Brought to Board:	Board approval is required for all contract awards valued over \$450,000
Certification:	The director of procurement certifies that specifications were developed by appropriate College staff and the chief business/financial strategy officer certifies that funds are planned for and budgeted in the FY26 operating budget.
Estimated Annual Amount:	\$125,000
Vendor Name:	Helm Promotions-Target Marketing Group LLC
Vendor Address:	11404 Cronridge Drive Owings Mills, Maryland
Term of Contract:	One year, with four one-year renewal options
Minority Status:	Non-Minority
Minority Classification:	NA

**RECOMMENDATION**

It is recommended that the Board of Trustees approve a one-year award of contract for a promotional products online store to Helm Promotions-Target Marketing Group LLC, of Owings Mills, Maryland, for a total estimated annual amount of \$125,000.

It is further recommended that the contract be renewed for four additional one-year terms, under same terms and conditions, at the sole discretion of Montgomery College, provided service is satisfactory, funds are available, and renewals are in the best interest of the College. The five-year, not-to-exceed total contract amount is \$625,000.

This recommended action aligns with all four Montgomery College Strategic Plan Goals.

**BACKUP INFORMATION**

Bid Summary (Board Members Only)  
Bidders List (Board Members Only)  
Policy 63001: Procurement, Consultant Services, and Contracts

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Campbell

RESOURCE PERSONS

Ms. Neal

Mr. Johnson

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 7C  
April 20, 2026

**Subject: Award of Contract, Promotional Products Online Store, Bid E926-005**

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311 (c), a request for proposal was publicly advertised on February 16, 2026, on the Montgomery College Procurement, and the State of Maryland eMaryland Marketplace websites; and

WHEREAS, 33 organizations, of which, 18 were minority business enterprises, downloaded the request for proposal from the Montgomery College procurement website; and

WHEREAS, Four responses were received, including one response declared non-responsive, were read aloud and recorded in the office of procurement, beginning at 3:00 p.m. on March 2, 2026; and

WHEREAS, Upon evaluation of all vendor proposals by Montgomery College staff, Helm Promotions-Target Marketing Group LLC of Owings Mills, Maryland, was declared the highest ranked responsive-responsible bidder, meeting all College requirements; and

WHEREAS, This action aligns with all four Montgomery College Strategic Plan Goals; and

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

Resolved, That the Board of Trustees approve a one-year award of contract to Helm Promotions-Target Marketing Group LLC, of Owings Mills, Maryland, for a promotional products online store, for an annual estimated amount of \$125,000; and be it further

Resolved, That the contract be renewed for four 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: 8A  
April 20, 2026

**MODIFICATION OF POLICY 61004: COLLEGE INVESTMENT PROGRAM**

General Information

Policy Number:	61004
Contained in Chapter:	Chapter Six
Policy Title:	College Investment Program
Policy Creation Date:	May 21, 1984
Most Recent Modification Date:	June 18, 2012

Changes, Additions, Deletions

Line Number	Purpose
Lines 1-3	This deletion removes outdated language to ensure consistency and alignment across all policies.
Lines 4-9	These modifications update and expand references to applicable law and investment standards.
Lines 14-16	This addition establishes a policy statement using language that mirrors that which is used in State investment policy.
Line 20-25	These modifications clarify the scope of the policy, specifically excluding financial assets of the Montgomery College Foundation and the Pinkney Innovation Complex for Science & Technology.
Lines 27-33	These deletions remove procedural language.
Lines 35-70	The deletion of this section removes outdated language describing the committee on college investments.
Lines 72-111	These additions establish that College investments should follow the prudent person standard and articulate fiduciary expectations regarding risk management.
Lines 113-122	These additions specify the primary objectives of the College's investment activities, mirroring those of the State.
Lines 124-126	This addition establishes that a system of internal control should be maintained.
Lines 128-130	This addition makes explicit that all investments should be managed in a way that reflects the College's mission and values.
Lines 132-133	This modification reflects standardized language being implemented across all policies.

## RECOMMENDATION

It is recommended that the Board of Trustees adopt the modifications to Policy 61004: College Investment Program

## BACKUP INFORMATION

Resolution  
Policy 61004: College Investment Program

## RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

## RESOURCE PERSONS

Mr. Dietz  
Dr. Van Camp

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 8A  
April 20, 2026

**Subject: Modification of Policy 61004: College Investment Program**

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WHEREAS, The Board of Trustees created Policy 61004: College Investment Program in 1984; and

WHEREAS, The policy has served an important purpose in ensuring that all college investment programs are properly approved, compliant with laws, aligned with institutional priorities, and managed through Montgomery College; and

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

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

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

Resolved, That Policy 61004: College Investment Program is amended as indicated in the attached draft; and be it further

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

Chapter: Fiscal and Business Services

Modification No. 0078

Subject: **College Investment Program**

~~I. Policy~~

~~I. It is the policy of Montgomery Community College (hereinafter referred to as "the College") The Board of Trustees recognizes the importance of safeguarding and responsibly to investing its public funds in full compliance with a manner which will conform to all applicable State of Maryland investment statutes, including Maryland Code State Finance and Procurement Article § 6-222, Local Government Article, §17-201 et seq, COMAR Title 25, Subtitle 03, Chapters 03 and 04, and the local government investment guidelines adopted by the State Treasurer, while meeting the daily cash flow demands of the College. The Vice President of Finance/Chief Financial Officer (or designee) is authorized to invest such funds, until the time they will be needed, in such securities as are indicated in these guidelines.~~

~~II. It is the policy of the College to invest public funds in a manner which will provide the highest investment return with the maximum safety and security while meeting the anticipated daily cash flow requirements of the College.~~

~~III. Scope~~

~~This investment policy governs applies to the investment of all financial assets of the College. This policy excludes does not cover the financial assets of the held by the Montgomery College Foundation and The Pinkney Innovation Complex for Science & Technology at Montgomery College, whose assets are governed by. There is a separate investment policies specific to each entity These funds are accounted for in the College's Annual Financial Report and include:~~

- ~~A. General Funds~~
- ~~B. Enterprise Funds~~
- ~~C. Federal Loan Funds~~
- ~~D. Plant Renewal & Replacement Funds~~
- ~~E. Agency Funds~~
- ~~F. Emergency Plant Maintenance Funds~~
- ~~G. Any Approved New Fund(s)~~

~~This policy does not cover the financial assets of the Montgomery College Foundation. There is a separate investment policy. Investment Committee that governs these assets. The specific investment guidelines for the Aetna Retirement Plan are included as schedule A of this policy and a glossary of terms at Appendix I is also made part of this policy.~~

~~III. Committee on College Investments and Bank Selection~~

~~A. A Committee on College Investments and Bank Selection will be established which will have the responsibility of reviewing the performance of the investment portfolio, establishing overall investment procedures and reviewing recommendations and actions of the College staff in making investments. The committee will be advisory to the Senior Vice president for Administrative and~~

~~Fiscal Services in order to assist in assuring that investments are made competitively and objectively, using technical criteria consistent with College policy, and that banks are selected in a manner that best serves the College and public interest.~~

~~B. The committee will also provide the Senior Vice President with advice concerning investments related to the Aetna Retirement Plan.~~

~~C. The committee will consist of the Senior Vice President for Administrative and Fiscal Services (who will serve as secretary of the committee), a representative of the Montgomery County Government Finance office, and two or more members of the community having no conflict of interest in College investments, and selected by the Senior Vice President for Administrative and Fiscal Services in consultation with the College President. The committee will select its own chairperson. The term of office for the members from outside the College shall be two years, but an individual may be appointed to successive terms. The College's Vice President of Finance/Chief Financial Officer will serve as an ex-officio resource member of the committee.~~

~~D. The Committee will meet at least twice a year to review the investment portfolio report. A periodic report on investments will be presented to the Board through the Senior Vice President for Administrative and Fiscal Services and the College President.~~

IV. The "prudent person" standard shall be followed when making investments. Investments shall:

A. Be made with care, skill, and diligence that a prudent investor acting in a like capacity and familiar with such matters would use considering the circumstances then prevailing.

B. Be made in a manner designed to reasonably match anticipated cash flow needs so that sufficient funds are available to pay obligations upon proper presentation for payment.

C. Be made so that a reasonable amount of cash or cash equivalents is available for unanticipated cash needs.

D. Have due regard for minimizing risk while maximizing return.

E. Use competitive purchasing practices except when impractical.

F. Be made so that the securities and collateral may continue to be priced on a marked to market basis.

G. Be made in a manner designed to diversify investments unless, under the circumstances, it is reasonably determined to be in the best interests of the College not to do so.

H. Be made by persons whom act with prudence in deciding whether and how to delegate authority and in the selection and supervision of agents.

I. Incur only costs that are appropriate and reasonable in amount.

- 01  
02       J. Avoid any action that could enhance the personal financial position of an  
03       employee with responsibilities for College investments. Employees are required  
04       to disclose any material financial interests or investment positions that may  
05       create, or appear to create, a conflict of interest related to the investment of  
06       College funds. All disclosures shall be made in accordance with State ethics  
07       requirements
- 08  
09       K. Act in accordance with the requirements of law and regulation and any additional  
10       requirements adopted by the State Treasurer under COMAR Title 25, Subtitle 03,  
11       Chapter 04.
- 12  
13       V. The primary objectives of the College's investment activities, in order of priority, shall be:
- 14       A. Safety: Safety of principal is the foremost objective of the investment program.
- 15       B. Liquidity: The College's investment portfolio will remain sufficiently liquid to  
16       enable the College to meet anticipated cash flow requirements while providing  
17       flexibility to meet unanticipated cash requirements on a timely basis.
- 18       C. Return on Investment: The College's investment program shall be designed to  
19       minimize risk while maximizing return.
- 20  
21       VI. The college will maintain a system of internal controls for safeguarding the financial  
22       assets of the college including accurate recordkeeping, asset handling and timely  
23       accounting and reporting pursuant to federal, state or college compliance guidelines.
- 24  
25       VII. The College is committed to managing its investments in a manner that reflects its  
26       mission and values and shall not knowingly hold or acquire investments that are  
27       fundamentally inconsistent with those mission and values.
- 28  
29       VIII. The Board of Trustees authorizes the Ppresident is-authorized to establish any  
30       procedures necessary to implement this policy.
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37 Board Approval: May 21, 1984; March 24, 1986; July 17, 1989, effective July 1, 1989; July 19, 1993;  
38 October 16, 1995; January 22, 2002; June 18, 2012; DATE.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 8B  
April 20, 2026

**MODIFICATION OF POLICY 32100: ALLOCATION, RECRUITMENT, AND APPOINTMENT  
OF REGULAR EMPLOYEES AND TEMPORARY WITH BENEFITS EMPLOYEES**

General Information

Policy Number:	32100
Contained in Chapter:	Chapter Three
Policy Title:	Allocation, Recruitment, and Appointment of Regular Employees and Temporary with Benefits Employees
Policy Creation Date:	January 27, 2021
Most Recent Modification Date:	January 27, 2021

Changes, Additions, Deletions

Line Number	Purpose
Lines 1-7	These modifications streamline and focus language to reinforce the College's commitment to recruiting, hiring, and onboarding a representative workforce to fulfill its mission.
Lines 9-12	This addition established a policy statement and affirms the College's commitment to consistent, ethical, and nondiscriminatory employment practices, identifying top candidates, and supporting career growth for existing employees.
Lines 14-18	This modification removes procedural details.
Lines 20-29	This modification simplifies the non-discrimination statement to ensure ongoing consistency across College policies, alignment with College values, and compliance with laws using durable, principle-based language.
Line 31-39	This modification removes procedural details.
Lines 41-47	These deletions remove repetitive language to ensure a focused policy-level document.
Lines 49-52	These modifications update and streamline language.
Lines 54-55	This modification reflects standardized language being implemented across all policies.

**RECOMMENDATION**

It is recommended that the Board of Trustees adopt the modifications to Policy 32100: Allocation, Recruitment, and Appointment of Regular Employees and Temporary with Benefits Employees.

BACKUP INFORMATION

Resolution

Policy 32100: Allocation, Recruitment, and Appointment of Regular Employees and Temporary with Benefits Employees

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Dietz

Dr. Van Camp

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 8B  
April 20, 2026

**Subject: Modification of Policy 32100: Allocation, Recruitment, and Appointment of Regular Employees and Temporary with Benefits Employees**

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WHEREAS, The Board of Trustees created Policy 32100: Allocation, Recruitment, and Appointment of Regular Employees and Temporary with Benefits Employees in 2021; and

WHEREAS, The policy has served an important purpose in supporting the effective allocation, recruitment, and onboarding of employees; and

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

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

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

Resolved, That Policy 32100: Allocation, Recruitment, and Appointment of Regular Employees and Temporary with Benefits Employees is amended as indicated in the attached draft and be subsequently hereafter named Policy 32100: Allocation, Recruitment, Appointment, and Onboarding of Regular Employees and Temporary with Benefits Employees; and be it further

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

Chapter: Personnel

Modification No. 0012Subject: **Allocation, Recruitment, ~~and~~ Appointment, and Onboarding of Regular Employees and Temporary with Benefits Employees**

- 1 I. Montgomery College recognizes that ~~is committed to recruiting and hiring a diverse and~~  
2 ~~inclusive workforce that is representative of the community that we serve. Our~~ its human  
3 ~~resources~~ employees are essential-critical to the institution's-our success and its-our  
4 ability to fulfill its mission of-engage with serving students and engaging with-and the  
5 community. Accordingly, -the College is dedicated-committed to a-recruitment,-and  
6 hiring, and onboarding practices ~~ecess~~ that reflects ~~our~~ its mission and values and ensure  
7 a workforce that is representative reflective of the community we serve.
- 8
- 9 II. The College is committed to the consistent application of employment policies; fostering  
10 of ethical and nondiscriminatory practices in all matters related to employment; facilitating  
11 identification of the best possible candidate for each available position; providing  
12 opportunities for career growth and development for existing employees.
- 13
- 14 III. New positions are established by the Board of Trustees through the adoption of the  
15 College's annual budget, ~~upon the recommendation of the President. Positions are~~  
16 ~~requested through the planning and budget development processes. The need and basic~~  
17 ~~requirements of each position(s) are identified based on these processes that are aligned~~  
18 ~~with the College's strategic and operational plans and needs of the College.~~
- 19
- 20 IV. ~~In accordance with applicable laws and the College's commitment to access, equity, and~~  
21 ~~diversity, the College does not discriminate against any student, employee, or applicant~~  
22 ~~for employment on the basis of age, color, citizenship status, covered veteran status,~~  
23 ~~disability, gender, gender identity and expression, genetic information, national origin,~~  
24 ~~marital status, race, religion, sexual orientation, or for any other reason protected by~~  
25 ~~federal, state and county laws and regulations. The College also prohibits retaliation~~  
26 ~~against employees and students who, in good faith, bring complaints regarding perceived~~  
27 ~~discrimination~~ The College does not discriminate against any student, employee, or  
28 applicant for employment on the basis of any class protected by applicable federal, state,  
29 or local law and in accordance with the College's values and policies, including 31006:  
30 Equal Employment Opportunity and Non-Discrimination.
- 31
- 32 V. To ensure equitable treatment of ~~assure that~~ all applicants ~~are treated equitably,~~ it is the  
33 policy of the Board of Trustees that ~~all~~ candidates will be evaluated ~~in accordance~~  
34 ~~with~~ based on the needs of the college and the standards and qualifications established  
35 for the position. ~~outlined within the job classification specification, the position description,~~  
36 ~~the position vacancy announcement, evaluation criteria or benchmarks for the interview,~~  
37 ~~skill assessments or teaching demonstration, or any other reasonable assessment metric~~  
38 ~~established for the position.~~ Appropriate ~~C~~confidentiality shall will be maintained at all  
39 times during the hiring and throughout the recruitment and hiring process, as  
40 applicable where appropriate.
- 41
- 42 VI. The president, ~~or designee,~~ has overall responsibility for the recruitment, selection and  
43 appointment of all employees, subject to available funding ~~and confirmation by the Board~~  
44 ~~of Trustees. Montgomery College is committed to providing equal employment~~  
45 ~~opportunity for all employees and applicants. Equal opportunity extends to all aspects of~~  
46 ~~the employment relationship, including but not limited to recruiting, hiring, placement,~~

- 47 ~~promotions, training, working conditions, transfer, leaves of absences, compensation,~~  
48 ~~and benefits.~~  
49
- 50 VII. A position may be filled without a competitive search process, including recruitment (e.g.,  
51 by appointment, promotion, or reassignment) when such action it is determined to be in  
52 the best interests of the College. The president ~~\_, or designee, \_~~ has final approval ~~authority~~  
53 for such actions ~~recommendations~~.  
54
- 55 VIII. The Board of Trustees authorizes the President ~~is authorized~~ to establish any and  
56 ~~implement~~ procedures necessary to implement this policy.  
57

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Board approval: January 27, 2021; DATE

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 8C  
April 20, 2026

**MODIFICATION OF POLICY 85001: USE OF FACILITIES**

General Information

Policy Number:	85001
Contained in Chapter:	Chapter Eight
Policy Title:	Use of Facilities
Policy Creation Date:	February 25, 1985
Most Recent Modification Date:	September 21, 2015

Changes, Additions, Deletions

Line Number	Purpose
Lines 2-10	These modifications streamline language and remove procedural details.
Lines 12-15	These modifications ensure policy statement language is prioritized and allow for community use of College facilities.
Lines 17-20	This addition establishes foundational principles for fair and consistent community use of College facilities.
Lines 22-44	These modifications consolidate and streamline provisions related to prohibited use while also removing procedural details to ensure a focused, policy-level document that uses durable, principle-based language.
Lines 46-62	These deletions remove now repetitive and/or procedural details.
Lines 64-72	This revision strengthens liability language, including mandating appropriate indemnification and risk protections.
Line 74-82	These modifications remove procedural details and streamline language authorizing the president to develop and implement a fee schedule, to ensure a focused, policy-level document that uses durable, principle-based language.
Lines 84-98	This deletion removes now repetitive and/or procedural detail.
Lines 100-102	This modification reflects standardized language being implemented across all policies.

**RECOMMENDATION**

It is recommended that the Board of Trustees adopt the modifications to Policy 85001: Use of Facilities

BACKUP INFORMATION

Resolution  
Policy 85001: Use of Facilities

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Dietz  
Dr. Van Camp

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 8C  
April 20, 2026

**Subject: Modification of Policy 85001: Use of Facilities**

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WHEREAS, The Board of Trustees created Policy 85001: Use of Facilities in 1985; and

WHEREAS, The policy has served an important purpose in ensuring the appropriate use of the College's facilities; and

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

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

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

Resolved, That Policy 85001: Use of Facilities is amended as indicated in the attached draft; and be it further

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

Chapter: Facilities

Modification No. 0023

Subject: **Use of Facilities**

~~I. Primary Use of Facilities~~

~~A. The primary purpose use of the College's facilities is shall be to support accommodate the educational programs and services of the institution College and to advance intellectual inquiry and public discourse. Use of these facilities for educational purpose Educational use of College facilities shall have priority over all other use. College facilities are defined as those physical spaces owned or leased by the College. A "user" is defined as an individual or group using College facilities for non-College (classroom or instruction) purposes.~~

~~B. The Board of Trustees encourages the appropriate use of its College facilities by members of the College and community and the public, organizations and groups during those times when provided such use does will not interfere with the regular educational program or other bona fide College authorized activities.~~

~~C. All decisions regarding the use of College facilities shall adhere to the principles of equitable access, content and viewpoint neutrality, and appropriateness of use, thereby ensuring that designated spaces are made available to the community in a fair and consistent manner.~~

~~II. Restrictions on Use of Facilities~~

~~AD. College facilities shall not be used for any purposes that are inconsistent with - which is in conflict with the mission or programs of the College or in violation of any College policies or procedures, except as may be approved by the President. Prohibited uses include, but are not limited to, private business activities not associated with the College and political fundraising. Permission to Use of College facilities does not constitute shall not be construed as endorsement by Montgomery College of any user, organization, or activity~~

~~E. Use of College facilities must comply with all applicable College policies and procedures.~~

~~B. College facilities shall not be used by any persons or organization for the purpose of private business activities not associated with the College or otherwise authorized by College policies and procedures.~~

~~C. College facilities shall not be used for individual candidate political fund-raising. This prohibition does not exclude fund-raising activities or events for recognized charities and other organizations.~~

~~D. All decisions on use of College facilities shall be guided by the principle of equal access and shall be content and viewpoint neutral.~~

~~III. Use of Facilities for Other than Instructional Purposes~~

~~The Board of Trustees encourages appropriate use of its facilities by College and community organizations and groups during those times when such use will not interfere with the regular educational program or other bona fide College~~

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~~activities. Permission to use College facilities does not constitute endorsement of the user or user's activity.~~

~~A. Some College facilities may not be available for community use.~~

~~B. All properly designated spaces are to be made available to the community in an equitable and appropriate manner provided that such use does not interfere with the educational mission of the College.~~

~~C. Users may use College facilities in accordance with this policy and with any procedures that may be approved by the President.~~

~~E.F. Any individual or organization granted Users making application for the use of College facilities shall assume ~~be responsible~~ responsibility for such use, including responsibility for ~~le for any damage, to or loss, personal injury, and other liabilities arising from the activity.~~ The College shall require appropriate indemnification and risk protections in all agreements governing use of its facilities ~~of College property and for reimbursing the College for any expenses related to such property loss, damage, or replacement. The College may refuse all future applications by those users who damage College property or fail to reimburse the College for property damage or loss.~~~~

~~F.G. The Ppresident is authorized to direct the development and implementation of a fee schedule for the use of the College's facilities, ~~, based on space type and time of usage, that will consider such costs as, utilities, normal wear and tear of College facilities, replacement/additional furniture and equipment requirements, and personnel expenses incurred by the College in managing the use of facilities. The fee may be waived, in whole or in part, in accordance with procedures approved by the President. The fee schedule does not include direct labor costs for additional service personnel or service personnel required outside of regular working hours. These costs may be charged.~~~~

~~G. All user agreements shall require users to indemnify and hold harmless Montgomery College, its agents and employees, from any and all liability, damage, expense, cause of action, suits, claims, or judgment arising from injury to person or personal property or otherwise which arise out of or is are in anyway connected to the use. Additionally, all users with programs serving minors must register with the youth protection coordinator in accordance with and abide by 75005-Protection of Minors. In appropriate circumstances, insurance may also be required under terms that may be specified in the procedures.~~

~~H. The President of the College, or designee, hereby is authorized to approve the sale and/or consumption of appropriate alcoholic beverages on the premises of College property, in accordance with applicable local ordinances and State laws and State regulations, and in accordance with approved College procedures. Responsibility to obtain permits and licenses is the responsibility of the user. Users may be required to use designated third-party providers.~~

~~I.H. The Board of Trustees authorizes the president ~~is authorized and directed~~ to establish any procedures necessary to implement this policy.~~

Board Approval: February 25, 1985; September 21, 2015; DATE.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 8D  
April 20, 2026

**MODIFICATION OF POLICY 95006: DRONE/UNMANNED AERIAL VEHICLE USE**

General Information

Policy Number:	95006
Contained in Chapter:	Chapter Nine
Policy Title:	Drone/Unmanned Aerial Vehicle Use
Policy Creation Date:	January 23, 2017
Most Recent Modification Date:	January 23, 2017

Changes, Additions, Deletions

Line Number	Purpose
Lines 1-6	These modifications replace outdated terminology with the current industry standard and streamline the policy statement language to recognize the role of drones in supporting College operations.
Lines 8-10	This addition clarifies that the policy applies to unmanned aircraft systems (UASs) and associated technologies, ensuring it remains relevant and effective as technology evolves.
Lines 12-15	This deletion removes outdated background information.
Lines 17-25	These modifications establish a general prohibition on drone use to protect safety, privacy, and regulatory compliance, and establish clear exceptions and requirements for authorized operational or instructional use.
Lines 27-29	This deletion removes procedural details.
Lines 31-38	This deletion removes procedural details.
Lines 40-42	This modification replaces outdated terminology with the current industry standard.
Lines 44-46	This modification clarifies that law enforcement use of uncrewed aircraft systems is not subject to this policy.
Lines 48-50	This addition specifies that other monitoring and data collection technologies are governed through existing policies and guidelines.
Lines 52-53	This modification reflects standardized language being implemented across all policies.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the modifications to Policy 95006: Drone/Unmanned Aerial Vehicle Use

BACKUP INFORMATION

Resolution  
Policy 95006: Drone/Unmanned Aerial Vehicle Use

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Dietz  
Dr. Van Camp

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 8D  
April 20, 2026

**Subject: Modification of Policy 95006: Drone/Unmanned Aerial Vehicle Use**

WHEREAS, The Board of Trustees created Policy 95006: Drone/Unmanned Aerial Vehicle Use in 2017; and

WHEREAS, The policy has served an important purpose in ensuring that all drone/uncrewed aircraft system use activities; and

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

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

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

Resolved, That Policy 95006: Drone/Unmanned Aerial Vehicle Use is amended as indicated in the attached draft and be subsequently hereafter named 95006: Drone/Uncrewed Aircraft System Use; and be it further

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

Chapter: Public Safety, Health, & Emergency Management

Modification No. 0042

Subject: Drone/~~Uncrewed~~manned Aircraft System ~~erial Vehicle~~ Use

1 I. The Board of Trustees recognizes that the use of unmanned ~~aircraft~~ airial  
2 ~~vehicles~~systems ("UASVs"), ~~along with aerial vehicles also referred to as uncrewed~~  
3 ~~aircraft systems and commonly~~ known as "drones," ~~can make significant contributions to~~  
4 ~~may support~~ College operations in a variety of ways. ~~and service/outreach in a variety of~~  
5 ~~disciplines. Additionally, aerial photography with UAVs can potentially assist in College~~  
6 ~~land management, athletics, safety and other support functions.~~

7  
8 II. This policy applies to UASs and any associated technologies or capabilities used in  
9 connection with their operation that collect, record, or analyze data, including any  
10 sensors, audio, imaging, or analytical technologies.

11  
12 ~~II. UAV regulation is emerging and multi-faceted, and public concern with privacy as it~~  
13 ~~relates to the use of UAVs is well documented. UAV operational safety, entailing both~~  
14 ~~UAV equipment and use, is regulated by the FAA, and the College's location in the~~  
15 ~~Washington D.C. metropolitan area presents additional regulatory challenges.~~

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17 ~~III. Therefore, it is the policy of Montgomery College that flying unmanned aerial vehicles of~~  
18 ~~any type on all College property is prohibited. To protect safety and privacy and to ensure~~  
19 ~~regulatory compliance, the operation of UASs on or above College property is prohibited,~~  
20 ~~except for when authorized for approved operational or instructional use. Any authorized~~  
21 ~~use must be conducted by properly trained and licensed individuals, with required~~  
22 ~~insurance, and in accordance with federal, state, and local laws and regulations.~~  
23 Individual students, ~~staff~~employees, or outside entities may not operate ~~unmanned~~  
24 ~~aircraft/drones~~ UASs on College-owned property, whether interiors or exteriors, unless  
25 such authorization has been granted.

26  
27 ~~IV. The College may require additional insurance provisions for operational and instructional~~  
28 ~~use to ensure compliance with legal obligations and to reduce risks to safety, security~~  
29 ~~and privacy.~~

30  
31 ~~V. The use of UAVs of any type is prohibited inside College-owned buildings unless used~~  
32 ~~under the auspices of an academic program or individual with specific authorization from~~  
33 ~~the appropriate provost in consultation with the campus facilities manager. UAVs shall~~  
34 ~~not be used to monitor or record areas where there is a reasonable expectation of privacy~~  
35 ~~in accordance with accepted social norms. These areas include but are not limited to~~  
36 ~~restrooms, locker rooms, and private offices. UAVs shall not be used to monitor or record~~  
37 ~~sensitive institutional or personal information which may be found, for example, on an~~  
38 ~~individual's workspaces, on computer or other electronic displays.~~

39  
40 ~~VI.~~IV. The College reserves the right to immediately shut down the operation of an UASV if it  
41 creates any type of electronic interference, poses a hazard to sensitive campus  
42 equipment, or interferes with any college activity.

43  
44 V. Nothing herein limits lawful UAS use by Local Law Enforcement ~~use of UAV technology~~  
45 ~~in execution of a search warrant or as part of a tactical response to an immediate threat~~  
46 ~~is automatically authorized, subject to applicable law and government regulations.~~

[Type here]

47

48 ~~VII.VI.~~ The College addresses the use of other monitoring or data collection technologies  
49 through applicable public safety, information technology, data governance, and privacy  
50 policies and guidelines.

51

52 ~~VIII.VII.~~ The Board of Trustees authorizes the President ~~is authorized and directed~~ to establish  
53 any procedures necessary to implement this policy.

54

55

56 Board Approval: January 23, 2017; DATE.

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 10  
April 20, 2026

**TUITION RATES FOR FISCAL YEAR 2027**

BACKGROUND

The Board of Trustees adopted the College's FY27 operating budget during its meeting on January 21, 2026, under resolution 26-01-038. The adopted budget prioritized fiscal restraint while maximizing existing resources to protect affordability. The president recommends a \$4, \$8, \$12 per hour increase in the in-county, in-state, and out-of-state hourly rates, respectively. Additionally, the consolidated fee, which is calculated as a percentage of tuition rates, will increase on a pro-rata basis. All other mandatory fees will remain at their FY26 levels.

These changes will result in per-hour tuition rates of \$138 for in-county; \$281 for in-state tuition; and \$392 for out-of-state. With these proposed increases, the average full-time, in-county student will pay \$5,538 next year, a 2.7 percent increase from last year.

RECOMMENDATION

It is recommended that the Board of Trustees approve the current hourly tuition rates as outlined above beginning with the fall 2026 semester. The recommended action aligns with Montgomery College Strategic Plan Goal 3: Enhance educational and organizational effectiveness.

BACKUP INFORMATION

Board Resolution  
Policy 45001: Tuition, Fees, and Refunds

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Greaney

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 10  
April 20, 2026

**Subject: Tuition Rates for Fiscal Year 2027**

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WHEREAS, The Board of Trustees adopted the FY27 operating budget on January 21, 2026, under resolution 26-01-038; and

WHEREAS, The adopted budget prioritized fiscal restraint while maximizing existing resources to protect affordability; and

WHEREAS, The president recommends a \$4, \$8, \$12 per hour increase in the in-county, in-state, and out-of-state hourly rates, respectively, and that mandatory fees, with the exception of the consolidated fee that is calculated as a percentage of tuition rates, will remain at their current FY26 levels; and

WHEREAS, With the recommended increase in-county students will pay \$138 per credit hour, in-state students will pay \$281 per credit hour, and out-of-state students will pay \$391 per credit hour beginning in the fall 2026 semester; and

WHEREAS, The Board of Trustees has the authority to set tuition and this action aligns with Montgomery College Strategic Plan Goal 3: Enhance educational and organizational effectiveness; now therefore be it

Resolved, That the Board of Trustees adopts tuition rate increases of \$4, \$8, \$12 per hour for in-county, in-state, and out-of-state hourly rates, respectively, beginning with the fall 2026 semester, and be it further

Resolved, That this action establishes the per hour tuition rates at \$138, \$281, and \$392 for in-county, in-state, and out-of-state students, respectively.