



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

RECORD OF RESOLUTIONS

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

This meeting was held in-person and via Zoom webinar
Call-in: 1-301-715-8592 • Webinar ID: 930 9359 8762

June 16, 2025, 6:30 p.m.

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**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 5B
June 16, 2025

PERSONNEL ACTIONS CONFIRMATION REPORT

BACKGROUND

The Board of Trustees by state law has the authority and the responsibility for appointments to the College. Each month the board receives a summary of personnel actions from the Office of Human Resources and Strategic Talent Management on new hires and employees who have separated from the College.

RECOMMENDATION

It is recommended that the board adopt the attached report.

BACKUP INFORMATION

Board Resolution
Personnel Actions Confirmation Report
Policy 34001–Changes in Employee Status

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Leitch Walker

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-067**
Adopted on: **6/16/2025**

Agenda Item Number: 5B
June 16, 2025

Subject: Personnel Actions Confirmation

WHEREAS, By state law the Board of Trustees has the authority and responsibility for appointments to the College; and

WHEREAS, The attached summary indicates related personnel actions taken by the College during the period April 1, 2025, through April 30, 2025; and

WHEREAS, The president of the College recommends that the board adopt the following resolution; now therefore, be it

Resolved, That the Board of Trustees accepts the attached reports and confirms the actions of the president.

Attachments

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

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Department
4/12/2025	Wasel, Timothy	Auxiliary Enterprises Specialist	25	Aux Support Serv
4/14/2025	Anzinger, John	Project Manager II	35	Facilities-Central Admin
4/28/2025	Bermudez, Pedro	DSS Student Services Specialist	27	CW Dean Stu Success-RV Stu Services
4/28/2025	D'Angelo, Gabriella	Project Manager I	31	Facilities-Central Admin
4/28/2025	Halipa, Sue Neysha	Administrative Aide II	19	Biology and Chemistry Dean
4/28/2025	McGoldrick, Matt	Associate SVP for Admin & Fiscal Services	39	Sr VP of Admin & Fiscal Serv
4/28/2025	Nagpal, Shikha	Project Manager II	35	Facilities-Central Admin
4/28/2025	Orbe, Carlos	Community Engagement Specialist II	25	Grants & Business Development
4/28/2025	Pitts, Thomas	Records and Registration Specialist	23	Records and Registration
4/28/2025	Simmons, Emily	Assistant General Counsel	37	General Counsel
4/28/2025	Woodridge, Kate	Program Manager I-NB	27	CEELS Dean WDCE

STAFF SEPARATIONS

Effective Date	Name	Position Title	Grade	YOS	Department
4/04/2025	Castellon, Maria	Building Services Supervisor	23	3	Facilities Operations-RV
4/29/2025	Pullum, Stephen	Grounds Maintenance Worker	15	3	Facilities Operations-GT

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	3	0	0	2	0	0	5
Male	4	0	2	0	0	0	6
TOTAL	7	0	2	2	0	0	11

STAFF SEPARATIONS: Ethnicity and Gender

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

MONTGOMERY COLLEGE
SUMMARY OF PERSONNEL ACTIONS
From April 1, 2025, through April 301, 2025

FACULTY

FACULTY EMPLOYMENTS: None

FACULTY SEPARATIONS: None

FACULTY EMPLOYMENTS: Ethnicity and Gender

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

FACULTY SEPARATIONS: Ethnicity and Gender

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

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-068**
Adopted on: **6/16/2025**

Agenda Item Number: 6A
June 16, 2025

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

WHEREAS, Full-time faculty, regular administrative, associate, and support staff listed on the attached page(s) have retired from Montgomery College, and are being recognized for their years of service and dedication to the mission of the College; and

WHEREAS, These employees served Montgomery College with enthusiasm and dedication by making a significant contribution in empowering, and enriching the lives of our students, and the College community; and

WHEREAS, These employees have cumulatively provided 600 years of service and dedication to the College; and be it

Resolved, That members of the Board of Trustees and the president of the College express their sincere appreciation to these employees for their outstanding service to the College and the community, and extend to them their best wishes that their retirement years be fulfilling and productive; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to the employees on the attached list.

**RETIREMENT RESOLUTION FOR FULL-TIME FACULTY,
REGULAR ADMINISTRATIVE, ASSOCIATE, AND SUPPORT STAFF**

NAME/JOB TITLE/ RETIREMENT DATE	CAMPUS/DEPARTMENT	YEARS OF SERVICE
Raquel Bertiz Professor January 1, 2025	Takoma Park/Silver Spring Health Sciences Dean	16
Eric Benjamin Dean of Instructions February 1, 2025	Rockville Social Science Dean	26
Kim Sanders-Brown Enrollment & Student Access Call Center Manager February 1, 2025	Rockville Raptor Central	24
Rolf Barber Student Engagement Program Coordinator February 1, 2025	Takoma Park/Silver Spring CW Student Career Services	23
Hong Lam Library Technical Services Assistant February 1, 2025	Rockville Library-Central	40
Michelle Scott BOT-Special Assistant to the President February 1, 2025	Central Services President	27
Martha Tsegave Administrative Aide I February 1, 2025	Takoma Park/Silver Spring Facilities Operations-TP/SS	24
Suhad Haddad Associate Dean of Student Affairs March 1, 2025	Rockville CW Dean Stu Success-RV Stu Services	23
Christopher Standing Employee and Labor Relations Specialist II March 1, 2025	Central Services Human Resources/Strategic Talent Mgt	29
Kimberly Robinson Program Coordinator April 1, 2025	Rockville CEELS Dean WDCE	15

Keith Wilson Project and Planning Analyst II April 1, 2025	Central Services OIT Academic Services	21
Kim Potter Digital Learning Center Specialist April 1, 2025	Rockville CW Learning Center	29
William Witte Professor June 1, 2025	Germantown Math	32
Timothy Watt Professor June 1, 2025	Rockville Biology/Chemistry	30
Hollis Williams Professor June 1, 2025	Rockville Engineering/Computer Science	17
Stanley Niamatali Professor June 1, 2025	Rockville English & Reading	29
Rita Dodson Executive Associate II June 1, 2025	Central Services SVP for Academic Affairs	34
Om Rusten Administrative Aide III June 1, 2025	Rockville ELAP, Linguistics & Communication Studies	16
John Coliton Professor June 1, 2025	Rockville Business & Hospitality	26
Tonya Mason Dean of Student Affairs June 1, 2025	Central Services SVP for Student Affairs	23
Christopher Jones Systems Engineer June 1, 2025	Central Services OIT	25
Albert Ennulat Professor June 1, 2025	Rockville GITE	37
Harold Williams Planetarium Coordinator June 1, 2025	G & TP Science, Engineering & Technology	34

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-069**
Adopted on: **6/16/2025**

Agenda Item Number: 6Bi
June 16, 2025

Subject: Award of Bronze Medallion to Trustee Annet Michelle Namugerwa

WHEREAS, Trustee Annet Michelle Namugerwa was appointed by Governor Wes Moore as the 50th student member of the Montgomery College Board of Trustees for a one-year term, which will conclude on June 30, 2025; and

WHEREAS, Trustee Namugerwa came to the board on July 1, 2024, as a dedicated nursing student entering her third semester at Montgomery College, with a deep and abiding passion for caring for others and a strong aspiration to become a nurse practitioner and possibly an oncologist; and

WHEREAS, Trustee Namugerwa brought to the board the perspective of a student deeply engaged in both academic and co-curricular life at the College, informed by her clinical experiences and her desire to improve health outcomes for vulnerable populations; and

WHEREAS, Trustee Namugerwa served the Board of Trustees with commitment, compassion, and integrity, while maintaining a demanding academic workload and clinical responsibilities; and

WHEREAS, Trustee Namugerwa has served in multiple student-leader roles at Montgomery College, including Treasurer of the Student Government Association, Secretary of the STEM Club, officer in the Phi Theta Kappa Honors Society, and student representative on the Nursing Evaluation Committee; and

WHEREAS, Trustee Namugerwa also contributed to the College community as a tutor and scribe in the Disability Support Services office and as a participant in the MC Leads leadership program, exemplifying her commitment to service, accessibility, and equity; and

WHEREAS, Trustee Namugerwa demonstrated exemplary board leadership, having served as the vice chair of the Student Success Committee, offering thoughtful insight and perspective as a student voice with poise and authenticity; and

WHEREAS, Trustee Namugerwa's journey as an immigrant student has been shaped by resilience, academic excellence, and an unwavering desire to uplift others, serving as a role model to her peers and her younger siblings; and

WHEREAS, In recognition of her distinguished service to the Board of Trustees of Montgomery College, its students, and the greater College community, the board recommends the recognition of Trustee Annet Michelle Namugerwa; now therefore be it

Resolved, That the members of the Board of Trustees express their sincere appreciation to Trustee Annet Michelle Namugerwa for her meaningful and conscientious contributions, and extend their best wishes for her continued health, happiness, and success in nursing and beyond, and invite her continued engagement and support of the College in the years ahead; and be it further

Resolved, That in recognition of her leadership, dedication, and service to Montgomery College, Trustee Annet Michelle Namugerwa is awarded the College's Bronze Medallion for distinguished service; and be it further

Resolved, That this resolution become a part of the minutes of the Board of Trustees meeting, and a copy of the resolution and the Bronze Medallion be presented to Trustee Annet Michelle Namugerwa.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-070**
Adopted on: **6/16/2025**

Agenda Item Number: 6Bii
June 16, 2025

Subject: Award of Silver Medallion and Emerita Status to Dr. Michelle T. Scott

WHEREAS, Dr. Michelle T. Scott served Montgomery College with enthusiasm and dedication for 27 years prior to her retirement on February 1, 2025; and

WHEREAS, Over the course of her career, Dr. Scott served Montgomery College with distinction, serving as director of affirmative action from 1997 to 1999; director of equity and diversity from 1999 to 2009; director of board relations & chief diversity officer from 2009 to 2013; deputy chief of strategy from 2014 to 2020; and special assistant to the president for board relations, operations, and services from 2020 to 2025; and

WHEREAS, Throughout her tenure, Dr. Scott held critical leadership roles that shaped the direction and governance of the College, most notably leading a comprehensive presidential search process and developing several presidential transition proposals, ensuring continuity, transparency, and strategic alignment; and

WHEREAS, On a national level, Dr. Scott provided exemplary mentorship and guidance to countless doctoral students, serving as both advisor and advocate, and in doing so, enriched the academic and professional lives of the next generation of higher education leaders; and

WHEREAS, Dr. Scott is the architect of the Milestone Moments Project, a multi-media chronicle of the actions, decisions, and legacies of President Emerita Dr. DeRionne Pollard and the Board of Trustees; and

WHEREAS, Dr. Scott created the Conversations with Constituents series, a structured, topic-specific series of events designed for the board to engage with selected constituents throughout an academic year; and

WHEREAS, Dr. Scott is author of several cornerstone institutional documents including the Board Development Plan and the Board of Trustees Handbook, both of which have served as guiding frameworks for effective governance, accountability, and board engagement; and

WHEREAS, Dr. Scott's career was further distinguished by a legacy of contributions that span strategic planning, shared governance, leadership development, and institutional effectiveness, and her counsel has been sought across divisions for her unmatched insight and depth of expertise; and

WHEREAS, Dr. Scott is deeply respected by her colleagues for her thoughtfulness, grace under pressure, and steadfast commitment to Montgomery College and its students; and

WHEREAS, Board of Trustees' policy provides that all administrative staff who retire with a minimum of 10 years' service as an administrator with Montgomery College shall be designated Administrator Emeriti with appropriate rank or title, subject to approval of the Board of Trustees; and

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

WHEREAS, In recognition of her far-reaching impact, transformative contributions, and many years of dedicated service, the president of the College recommends this public recognition of Dr. Michelle T. Scott on the occasion of her retirement; now therefore be it

Resolved, That the members of the Board of Trustees express their profound appreciation to Dr. Michelle T. Scott for her exceptional service to Montgomery College and extend to her their heartfelt best wishes for a retirement filled with health, joy, and continued fulfillment; and be it further

Resolved, That Dr. Michelle T. Scott be awarded the Silver Medallion in recognition of her exemplary leadership, enduring contributions, and professional excellence in service to the College and its mission; and be it further

Resolved, That Dr. Michelle T. Scott be granted the status of Administrator Emerita, and that she be accorded all rights and honors associated with this distinguished designation; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and that a copy of this resolution be presented to Dr. Michelle T. Scott as a lasting tribute to her extraordinary career.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-071**
Adopted on: **6/16/2025**

Agenda Item Number: 6Biii
June 16, 2025

Subject: Award of Silver Medallion and Emeritus Status to Trustee Robert F. Levey

WHEREAS, Trustee Robert F. Levey has served Montgomery College with dedication and distinction for ten years as a member of the Board of Trustees; and

WHEREAS, Trustee Levey's term on the Board of Trustees will end on June 30, 2025, bringing to an end an exemplary tenure on the Board; and

WHEREAS, Trustee Levey was appointed by Governor Larry Hogan to the Board of Trustees of Montgomery College in 2015 to fulfill a partial term and was reappointed for a full six-year term beginning in 2019; and

WHEREAS, Trustee Levey has served the Montgomery College community with honor and purpose, consistently demonstrating his commitment to excellence in governance, civic responsibility, and the mission of accessible, high-quality higher education; and

WHEREAS, Trustee Levey brought to the board a storied career as a journalist and commentator, having served more than 36 years on the editorial staff of *The Washington Post*, where his daily column, "Bob Levey's Washington," offered deep insights into local life and raised more money for charitable causes than any journalist in history; and

WHEREAS, Trustee Levey has also nurtured future generations through his work as a journalism professor at five major research universities, and as the author or co-author of several books and magazine articles, continuing his lifelong dedication to the written word; and

WHEREAS, Trustee Levey has been an engaged member of the board, having served on the Audit Review Subcommittee, Policy and Governance Committee, Student Success Committee, and the Workforce Development Review Committee; and

WHEREAS, Trustee Levey provided exceptional leadership, serving as chair of the Board Officers Nominating Committee, the Community Engagement Committee, the Succession Planning Committee, and liaison to the Montgomery College Foundation Board; and

WHEREAS, Trustee Levey's articulate voice, insightful perspective, and unwavering support for student success and community engagement have immeasurably contributed to the governance and advocacy efforts of the Board of Trustees; and

WHEREAS, Trustee Levey's colleagues on the Board and throughout the College community will greatly miss his humor, wisdom, and collegiality; and

WHEREAS, College policy allows that all Trustees completing at least one full six-year term of service are eligible for Trustee emeritus/emerita status at the time of their retirement from the Board, and such status shall be granted by a majority affirmative vote of the current Board of Trustees; and

WHEREAS, College policy allows for the awarding of a Silver Medallion in recognition of documented truly outstanding service to the College, the academic profession, the County, the State, or the nation; and

WHEREAS, The members of the Board of Trustees of the College recommend this recognition on the occasion of Trustee Robert F. Levey's retirement from the Board; now therefore be it

Resolved, That the members of the Board of Trustees of Montgomery College express their sincere appreciation to Trustee Robert F. Levey for his dedicated and significant contributions to Montgomery College, its Board of Trustees, its students, faculty, staff, alumni, and the broader community, and that the board extends to him its best wishes for continued health, happiness, and success, and invites his continued support of the College in the years ahead; and be it further

Resolved, That Trustee Robert F. Levey is granted the status of Trustee Emeritus, and that he be accorded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That in recognition of his distinguished service and enduring association with Montgomery College and Montgomery County, Trustee Robert F. Levey is awarded the Silver Medallion for sustained and exemplary outstanding service; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and a copy of this resolution be presented to Trustee Robert F. Levey.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-072**
Adopted on: **6/16/2025**

Agenda Item Number: 6Biv
June 16, 2025

**Subject: Award of Silver Medallion and Emerita Status to The Honorable Trustee
Maricé I. Morales**

WHEREAS, The Honorable Trustee Maricé I. Morales has served Montgomery College with commitment, purpose, and distinction for six years as a member of the Board of Trustees; and

WHEREAS, Trustee Morales's term on the Board of Trustees will conclude on June 30, 2025, marking the close of a significant and impactful tenure of public service to the College and the community it serves; and

WHEREAS, Trustee Morales was appointed by Governor Larry Hogan to the Board of Trustees of Montgomery College for a six-year term beginning July 1, 2019, and brought to her role a passion for social justice, education, and community advocacy; and

WHEREAS, Trustee Morales is a respected attorney and the founder of her own law firm, practicing personal injury and criminal defense law throughout Maryland's district and circuit courts, and bringing to the board a keen understanding of legal, civic, and ethical matters; and

WHEREAS, Trustee Morales was elected in 2014 to the Maryland House of Delegates, becoming the first Latina to represent District 19 in Montgomery County and the youngest Latina to serve in a state legislature in the United States at that time; and

WHEREAS, During her legislative service, Trustee Morales was a founding member and vice chair of the Maryland Legislative Latino Caucus and sponsored major legislation to reform the criminal justice system, defend immigrant and workers' rights, and improve public safety and health; and

WHEREAS, Trustee Morales contributed her service to Montgomery College with clarity, diligence, and an unwavering commitment to equity and inclusion, having served on multiple Board committees, including the Community Engagement Committee, the Financial Sustainability Committee, the Policy and Governance Committee, the Succession Planning Committee, and the Workforce Development Review Committee; and

WHEREAS, Trustee Morales provided exemplary leadership as chair of the Student Success and Economic Impact Committee, demonstrating advocacy and a commitment to equity that have left a lasting mark on the board's governance and on the lives of Montgomery College students and families; and

WHEREAS, College policy allows that all Trustees completing at least one full six-year term of service are eligible for Trustee emeritus/emera status at the time of their retirement from the Board, and such status shall be granted by a majority affirmative vote of the current Board of Trustees; and

WHEREAS, College policy allows for the awarding of a Silver Medallion in recognition of documented truly outstanding service to the College, the academic profession, the County, the State, or the nation; and

WHEREAS, The members of the Board of Trustees of the College recommend this recognition on the occasion of Trustee Maricé I. Morales' retirement from the Board; now therefore be it

Resolved, That the members of the Board of Trustees of Montgomery College express their heartfelt appreciation to The Honorable Trustee Maricé I. Morales for her dedicated service, her significant contributions to the advancement of the College, and her steadfast advocacy of students and all members of the Montgomery County community, and extend their warmest wishes for her continued health, happiness, and fulfillment in the years to come; and be it further

Resolved, That the Honorable Trustee Maricé I. Morales is granted the status of Trustee Emerita, and that she be accorded such recognition and honors as may be appropriate to persons holding this rank; and be it further

Resolved, That in recognition of her distinguished service and ongoing association with Montgomery College and Montgomery County, The Honorable Trustee Maricé I. Morales is awarded the Silver Medallion for sustained and exemplary outstanding service; and be it further

Resolved, That this resolution become a part of the minutes of this Board of Trustees meeting, and that a copy of this resolution be presented to The Honorable Trustee Maricé I. Morales.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 7A
June 16, 2025

**AWARDS OF CONTRACT,
MULTI-FACILITY GROUNDS MAINTENANCE SERVICE AND POND WEED CONTROL
SERVICE, BID E425-008**

BACKGROUND

Request:	Multi-facility grounds maintenance service and pond weed control service
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services
Award Type:	Competitive
Bid Number:	E425-008
Explanation of Request:	<p>The senior vice president for administrative and fiscal services and vice president for facilities management, capital planning and sustainability are requesting two awards of contract, one for multi-facility grounds maintenance service and one for pond weed control service.</p> <p>Ongoing services are needed due to limited in-house personnel, and the need for licensed and bonded pesticide treatment technicians. Frequent turn-over of staffing in these areas make it difficult to complete needed services internally.</p> <p>Sustainable ground management is essential for preserving the environment while ensuring that landscapes remain functional and visually appealing. Ground maintenance services play a crucial role in balancing aesthetic upkeep with ecological responsibility.</p> <p>In addition, poorly maintained grounds and pond areas can negatively affect the learning environment and potentially impact student health and safety.</p>
Reason Being Brought to Board:	Board approval is required for all College contract awards valued over \$250,000
Certification:	The director of procurement certifies that specifications and contract documents were developed by appropriate College staff and the chief business/financial strategy officer certifies that funds are planned for and budgeted in the FY26 operating budget, subject to County Council and Board of Trustees funding approval.
Annual Dollar Amount:	\$128,846
Vendor Name:	1) LakeSource LLC

	2) Level Green Landscaping LLC
Vendor Address:	1) 8725 Black Dog Alley, Easton, Maryland 21601 2) 6048 Dower House Road, Upper Marlboro, Maryland 20770
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 one-year awards of contract for pond weed control service to LakeSource LLC of Easton, Maryland, and for grounds maintenance service to Level Green Landscaping LLC of Upper Marlboro, Maryland, for a total one-year amount of \$128,846.

It is further recommended that the contracts be renewed for four additional one-year terms, under the same terms and conditions, at the sole discretion of the 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 \$644,230.

BACKUP INFORMATION

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

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Johnson
 Ms. Pullen

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-073**
Adopted on: **6/16/2025**

Agenda Item Number: 7A
June 16, 2025

Subject: Awards of Contract, Multi-Facility Grounds Maintenance Service and Pond Weed Control Service, Bid e425-008

WHEREAS, The senior vice president for administrative and fiscal services and vice president for facilities management, capital planning and sustainability are requesting two awards of contract, one for multi-facility grounds maintenance and one for pond weed control services; and

WHEREAS, Ongoing services are needed due to limited in-house personnel, and the need for licensed and bonded pesticide treatment technicians; and

WHEREAS, The director of procurement certifies that specifications and contract documents were developed by appropriate College staff and the chief business/financial strategy officer certifies that funds are planned for and budgeted in the FY26 operating budget, subject to County Council and Board of Trustees funding approval; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), a request for bid was issued on April 14, 2025, and posted on the Montgomery College Procurement and eMaryland Marketplace websites; and

WHEREAS, 20 firms downloaded the request for proposal, of which, seven were identified as minority business enterprises; and

WHEREAS, Five responses were received, read aloud, and recorded in the office of procurement, beginning at 3:00 pm on May 5, 2025; and

WHEREAS, Upon review of all bid pricing by appropriate College staff, it was determined that pricing submitted by LakeSource LLC of Easton, Maryland, and Level Green Landscaping LLC of Upper Marlboro, Maryland, have been declared the lowest responsible bidders for pond weed control services and grounds maintenance, respectively, meeting all College specifications; and

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

WHEREAS, Awards resulting from competitive sealed proposals valued above \$250,000 require approval of the Board of Trustees; and

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

Resolved, That the Board of Trustees approves one-year awards of contract for pond weed control services to LakeSource LLC of Easton, Maryland, and for grounds maintenance to Level Green Landscaping LLC of Upper Marlboro, Maryland, for a total one-year amount of \$128,846, and be it further

Resolved, That the contracts be renewed for four additional one-year terms, under the same terms and conditions, at the sole discretion of the College, provided service is satisfactory, funds are available, and renewals are in the best interest of the College; and be it further

Resolved, The five-year, not-to-exceed total contract amount is \$644,230; 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
June 16, 2025

**AWARD OF CONTRACT
FOOD MANAGEMENT SERVICES
BID E525-007**

BACKGROUND

Request:	Food management services
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services
Award Type:	Competitive
Bid Number:	E525-007
Explanation of Request:	<p>The senior vice president for administrative and fiscal services is requesting an award of contract for food management services for all three campus locations.</p> <p>These services, will support nutritional needs of students, provide food options for faculty, staff, and visitors as well as provide catering services to accommodate on-campus meetings and other events.</p> <p>The lack of a food management services contract can lead to potential academic and health consequences, including lower GPAs, increased stress, and higher rates of student mental health issues.</p>
Reason Being Brought to Board:	Board approval is required for all contract awards valued over \$250,000.
Certification:	The director of procurement certifies that specifications and contract documents were developed by appropriate College staff and the chief business/financial strategy officer certifies that funds are planned for and budgeted in the FY26 operating budget, subject to County Council and Board of Trustees funding approval.
Annual Management Fee:	\$50,000 (Year 1)
Vendor Name:	Metz Culinary Management, LLC
Vendor Address:	Two Woodland Drive Dallas, Pennsylvania, 18612
Term of Contract:	Three years, with two one-year renewal options
Minority Status	Non-minority
Minority Classification	NA

RECOMMENDATION

It is recommended that the Board of Trustees approve a three-year award of contract for food management services to Metz Culinary Management, LLC of Dallas, Pennsylvania, for a not-to-exceed annual management fee of \$50,000 (year 1).

It is further recommended that the contract be renewed for two additional one-year periods, under the same terms and conditions, at the sole discretion of the College, provided services are satisfactory, funding is available, and renewals are in the best interest of the College. The five-year, not-to-exceed total contract amount is \$265,457.

BACKUP INFORMATION

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

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Johnson
Mr. Mato

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-074**
Adopted on: **6/16/2025**

Agenda Item Number: 7B
June 16, 2025

Subject: Award of Contract, Food Management Services, Bid e525-007

WHEREAS, The senior vice president for administrative and fiscal services is requesting an award of contract for food management services for all three campus locations; and

WHEREAS, These services, will support nutritional needs of students, provide food options for faculty, staff, and visitors as well as provide catering services to accommodate on-campus meetings and other events; and

WHEREAS, The lack of a food management services contract can lead to potential academic and health consequences, including lower GPAs, increased stress, and higher rates of student mental health issues; and

WHEREAS, The director of procurement certifies that specifications were developed by appropriate College staff and the chief business/financial strategy officer certifies that funds are planned for and available in the FY26 operating budget, subject to County Council and Board of Trustees funding approval; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311 (c), a request for proposal was issued on March 28, 2025, and posted on the Montgomery College Procurement and eMaryland Marketplace websites; and

WHEREAS, 37 firms downloaded the request for proposal, of which, 21 were identified as minority business enterprises, and

WHEREAS, Four responses, including one that was declared non-responsive, were received, read aloud, and recorded in the office of procurement, beginning at 3:00 pm on April 21, 2025; and

WHEREAS, Upon evaluation of all submitted proposals by College staff, it was determined that the proposals submitted by Metz Culinary Management, LLC of Dallas, Pennsylvania, was the highest evaluated bidder, meeting all College requirements; and

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

WHEREAS, Awards resulting from competitive sealed proposals valued above \$250,000 require approval of the Board of Trustees; and

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

Resolved, That the Board of Trustees approve a three-year award of contract for food management services to Metz Culinary Management, LLC of Dallas, Pennsylvania, for an annual management fee of \$50,000; and be it further

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

Resolved, The five-year, not-to-exceed contract amount is \$265,457; 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
June 16, 2025

**AWARD OF CONTRACT,
EXTERNAL AUDITING SERVICES
BID E525-012**

BACKGROUND

Request:	External Auditing Services
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services and Chief Business/Financial Strategy Officer
Award Type:	Competitive
Bid Number:	E525-012
Explanation of Request:	<p>The senior vice president for administrative and fiscal services and chief business/financial strategy officer are requesting an award of contract for external auditing services.</p> <p>The State of Maryland requires that each community college conduct an annual audit of its financial records and enrollment figures by an independent certified public accountant in accordance with generally accepted auditing standards and in compliance with the requirements of the Maryland Higher Education Commission (MHEC). These audits must be certified by college officials and submitted to MHEC by a statutory date each year. The College also has mandatory tax and compliance reporting requirements each year for federal and state regulatory bodies. Efficiency and cost savings can be achieved by having one firm perform both audit and tax services.</p> <p>A competitive solicitation for audit and tax services required for Montgomery College, and The Pinkney Innovation Complex for Science and Technology at Montgomery College (PIC MC) was issued as one solicitation to gain efficiency in services and pricing.</p> <p>Services required by each entity includes:</p> <ul style="list-style-type: none">• Montgomery College: annual audit and tax returns.• The Pinkney Innovation Complex for Science and Technology at Montgomery College (PIC MC): financials are consolidated with the College for annual audit purposes, annual tax return.

	College Policy 64001: External Audit, requires the issuance of a competitive solicitation for external audit services on a periodic basis, but not less than once every five years.
Reason Being Brought to Board:	Board approval is required for all College contract awards valued over \$250,000 therefore, the pricing below reflects the work for Montgomery College, and PIC MC.
Certification:	The director of procurement affirms that specifications were developed by appropriate College staff and the chief business/financial strategy officer certifies that planned funds are available in the FY26 operating budget, subject to County Council and Board of Trustees funding approval.
Annual Dollar Amount:	*****SEE TABLE BELOW*****
Vendor Name:	CliftonLarsonAllen LLP (CLA)
Vendor Address:	1966 Greenspring Drive Timonium, Maryland 21093
Term of Contract:	One three-year term, with two one-year renewal options
Minority Status	Non-minority
Minority Classification	NA

Annual Dollar Amounts

	FY25	FY26	FY27	FY28	FY29
Montgomery College	\$90,000	\$92,700	\$95,400	\$98,200	\$101,100
Pinkney Innovation Complex for Science and Technology	\$3,500	\$3,600	\$3,700	\$3,800	\$3,900
Total:	\$93,500	\$96,300	\$99,100	\$102,000	\$105,000

Associated tax services for Montgomery College and PIC MC (Not-to-exceed):

	FY25	FY26	FY27	FY28	FY29
Montgomery College and PIC MC	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000

RECOMMENDATION

It is recommended that the Board of Trustees approve a three-year award of contract for external audit and associated tax services covering FY25, FY26, and FY27 for Montgomery College and PIC MC, to CliftonLarsonAllen LLP (CLA) of Timonium, Maryland, for a total three-year amount of \$393,900, as outlined in the above table.

It is further recommended that the contract be renewed for FY28 and FY29, 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 \$670,900.

BACKUP INFORMATION

Board Resolution

Policy 64001: External Audit

Bid Summary (Board Members Only)

Bidders List (Board Members Only)

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mrs. Greaney

Mr. Johnson

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-075**
Adopted on: **6/16/2025**

Agenda Item Number: 7C
June 16, 2025

Subject: Award of Contract, External Auditing Services, Bid e525-012

WHEREAS, The senior vice president for administrative and fiscal services and chief business/financial strategy officer are requesting an award of contract for external auditing services; and

WHEREAS, College Policy 64001: External Audit requires that an annual audit of the College's books of accounts and accounting procedures and principles be performed and that the auditor certify the College's Annual Financial Report to the Maryland Higher Education Commission; and

WHEREAS, The audit is conducted by an independent certified public accountant and in accordance with generally accepted auditing standards and in compliance with the Maryland Higher Education Commission requirements; and

WHEREAS, The director of procurement certifies that specifications were developed by appropriate College staff and the chief business/financial strategy officer certifies that planned funds are available in the FY26 operating budget, subject to County Council and Board of Trustees funding approval; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), a request for proposal was issued on March 7, 2025, and posted on the Montgomery College Procurement and eMaryland Marketplace websites; and

WHEREAS, 31 firms downloaded the request for proposal, of which, 16 were identified as minority business enterprises; and

WHEREAS, Five responses were received, read aloud, and recorded, beginning at 3:00 pm on March 24, 2025; and

WHEREAS, Upon evaluation of all submitted proposals by College staff, it was determined that the proposal submitted by CliftonLarsonAllen LLP (CLA) of Timonium, Maryland, was the highest evaluated bidder, meeting all College requirements; and

WHEREAS, In accordance with College Procedure 64001CP, CliftonLarsonAllen LLP (CLA) will rotate in, a different principal auditor under the new contract; and

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

WHEREAS, Awards resulting from competitive sealed proposals valued above \$250,000 require approval of the Board of Trustees; and

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

Resolved, That the Board of Trustees approve a three-year award of contract for external audit and associated tax services covering FY25, FY26, and FY27 for Montgomery College and PIC MC, to CliftonLarsonAllen LLP (CLA) of Timonium, Maryland, for a total, three-year amount of \$393,900, and be it further

Resolved, That the contract be renewed for FY28 and FY29, 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; and be it further

Resolved, The five-year, not-to-exceed total contract amount is \$670,900; 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: 7D
June 16, 2025

**AWARD OF CONTRACT,
PRINTING, BINDING, MAILING, PACKAGING, AND DELIVERY SERVICES FOR
COLLEGE NONCREDIT CLASS SCHEDULE, BID e525-015**

BACKGROUND

Request:	Printing, binding, mailing, packaging, and delivery services for the Montgomery College noncredit class schedule
Office/SVP Originating Request:	Senior Vice President for Academic Affairs/College Provost and Vice President of Workforce Development and Industry Partnerships
Award Type:	Competitive
Bid Number:	E525-015
Explanation of Request:	<p>The senior vice president for academic affairs/college provost and vice president of workforce development and industry partnerships are requesting an award of contract for the printing, binding, mailing, packaging, and delivery services for the College non-credit class schedule.</p> <p>Montgomery College Workforce Development and Continuing Education programs provide a wide range of credit and noncredit educational offerings and services designed to meet the needs of Montgomery County residents and businesses. In addition to classes for individuals, Workforce Development and Continuing Education works with many businesses and government agencies to provide customized training for their employees. This office also oversees production of various publications, including the non-credit class schedule, and supports College units by fostering internal and external communications, including printing and dissemination of brochures, catalogs, flyers, etc. The non-credit class schedule contains general information and course descriptions for more than 48 program areas to help approximately 38,000 enrollees each year meet career transition, workforce re-entry, enhancement of technical skills, and lifelong learning goals.</p>
Reason Being Brought to Board:	Board approval is required for all College contract awards valued over \$250,000
Certification:	The director of procurement certifies that specifications and contract documents were developed by appropriate

	College staff and the chief business/financial strategy officer certifies that funds are planned for and budgeted in the FY26 operating budget, subject to County Council and Board of Trustees funding approval.
Annual Dollar Amount:	\$248,805
Vendor Name:	Indiana Printing & Publishing Company
Vendor Address:	775 Indian Springs Road Indiana, Pennsylvania 15701
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 the printing, binding, mailing, packaging, and delivery services for the Montgomery College noncredit class schedule, to Indiana Printing & Publishing Company of Indiana, Pennsylvania, for a total one-year amount of \$248,805.

It is further recommended that the contract be renewed for four additional one-year terms, under the same terms and conditions, at the sole discretion of the 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 \$1,244,025.

BACKUP INFORMATION

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

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Price

RESOURCE PERSONS

Mr. Greenfield
 Mr. Johnson

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-076**
Adopted on: **6/16/2025**

Agenda Item Number: 7D
June 16, 2025

**Subject: Award of Contract, Printing, Binding, Mailing, Packaging, and Delivery
Services for the College Non-credit Class Schedule, Bid e525-015**

WHEREAS, The senior vice president for academic affairs/college provost and vice president of workforce development and industry partnerships are requesting an award of contract for the printing, binding, mailing, packaging, and delivery services for the College noncredit class schedule; and

WHEREAS, Workforce Development and Continuing Education oversees production of various publications, including the noncredit class schedule, and supports College units by fostering internal and external communications, including printing and disseminating brochures, catalogs, flyers, etc.; and

WHEREAS, The director of procurement certifies that specifications and contract documents were developed by appropriate College staff and the chief business/financial strategy officer certifies that funds are planned for and budgeted in the FY26 operating budget, subject to County Council and Board of Trustees funding approval; and

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311(c), a request for bid was issued on April 23, 2025, and posted on the Montgomery College Procurement and eMaryland Marketplace websites; and

WHEREAS, 20 firms downloaded the request for proposal, of which, 8 were identified as minority business enterprises; and

WHEREAS, Four responses, including two no-bids, were received, read aloud, and recorded in the office of procurement, beginning at 3:00 pm on May 9, 2025; and

WHEREAS, Upon review of all bid pricing by appropriate College staff, it was determined that pricing submitted by Indiana Printing & Publishing Co. of Indiana, Pennsylvania, has been declared the lowest responsible bidder, meeting all College specifications; and

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

WHEREAS, Awards resulting from competitive sealed proposals valued above \$250,000 require approval of the Board of Trustees; and

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

Resolved, That the Board of Trustees approve a one-year award of contract for the printing, binding, mailing, packaging, and delivery services for the College's non-credit class schedule to Indiana Printing & Publishing Co. of Indiana, Pennsylvania, for a one-year total amount of \$248,805, and be it further

Resolved, That the contract be renewed for four additional one-year terms, under the same terms and conditions, at the sole discretion of the College, provided service is satisfactory, funds are available, and renewals are in the best interest of the College; and be it further

Resolved, The five-year, not-to-exceed total contract amount is \$1,244,025; 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: 7E
June 16, 2025

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

BACKGROUND

Request:	Contract for the renovation of the Macklin Tower Library on the Rockville Campus, identified as the guaranteed maximum price (GMP) submitted by the construction manager at risk (CMAR).
Office/SVP Originating Request:	Senior Vice President for Administrative and Fiscal Services and the Vice President for Facilities Management, Capital Planning and Sustainability
Award Type:	Competitive
Bid Number:	625-004
Explanation of Request:	<p>The senior vice president for administrative and fiscal services and vice president for facilities management, capital planning and sustainability are requesting an award of contract for Part 2, approval of the GMP submitted by the CMAR, for renovation of the Macklin Tower Library on the Rockville Campus.</p> <p>On November 11, 2024, the Board of Trustees approved Part 1 of solicitation 625-004, for the appointment of the CMAR, along with an award of contract for pre-construction services for renovation of the Macklin Tower Library on the Rockville Campus, under resolution 25-11-025.</p> <p>Renovation services outlined in Part 2 of this contract will include reconfiguration of interior spaces to better support the College's diverse learning needs, comprised of collaborative areas, quiet zones, private study rooms, classrooms, and accommodations for neurodivergent students, along with a new all-gender restroom on the first floor, which aligns with the College's commitment to equity.</p> <p>Upgrades will also include new audio-visual systems, access control, lighting, building automation, and other modern teaching and security technologies to enhance the educational environment and promote student success.</p> <p>This project also addresses the needed modernization and upgrading of building systems, which are currently beyond useful life, replacing the complete Heating</p>

	Ventilating and Air Conditioning (HVAC) system with modern energy-efficient equipment, replacing old and worn infrastructure piping systems, adding a sprinkler system to each floor to meet life safety codes and provide a comfortable, safe learning environment.
Reason Being Brought to Board:	Board approval is required for all contract awards valued over \$250,000.
Certification:	The director of procurement certifies that specifications and contract documents were developed by appropriate College staff and the CMAR, and the chief business/financial strategy officer certifies that funds are planned for and budgeted in the FY25 and FY26 capital budget.
Dollar Amount:	\$21,208,848
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

***Although the CMAR is not a minority business enterprise, it has committed to subcontracting 10% or \$2,120,884 of the total GMP to minority firm/s.

RECOMMENDATION

It is recommended that the Board of Trustees approve an award of contract for Part 2, approval of the GMP (Guaranteed Maximum Price) submitted by the CMAR (Henley Construction Co., Inc., of Gaithersburg, Maryland), for renovation of the Macklin Tower Library on the Rockville Campus, for a one-time price of \$21,208,848.

BACKUP INFORMATION

Board Resolution
 Bid Summary (Board Members Only)
 Bidders List (Board Members Only)
 Policy 72001 – Construction Projects

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Johnson
 Mrs. Pullen

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-077**
Adopted on: **6/16/2025**

Agenda Item Number: 7E
June 16, 2025

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

WHEREAS, The senior vice president for administrative and fiscal services and vice president for facilities management, capital planning and sustainability are requesting an award of contract for Part 2, approval of the Guaranteed Maximum Price (GMP) submitted by the Construction Manager at Risk (CMAR), for renovation of the Macklin Tower Library on the Rockville Campus; and

WHEREAS, The Board of Trustees approved Part 1, appointment of the CMAR and award of contract for pre-construction services on November 11, 2024, under resolution 25-11-025; and

WHEREAS, Part 2 of the award of contract is for the completion of the Macklin Tower renovation project on the Rockville Campus, for a guaranteed maximum price; and

WHEREAS, The director of procurement certifies that specifications were developed by appropriate College staff and the CMAR, and the chief business/financial strategy officer certifies that funds are planned for and budgeted in the FY25 and FY26 capital budget; and

WHEREAS, The CMAR issued a solicitation, which included 23 trades, on May 6, 2025, and publicly advertised the solicitation on the Montgomery College and Maryland State eMaryland Marketplace Advantage procurement websites; and

WHEREAS, 75 firms downloaded the solicitation document from the CMAR website, of which, eight were identified as minority business enterprises, and

WHEREAS, 68 responses including seven no bids, were received, and recorded at the CMAR office location, beginning at 3:00 p.m. on May 20, 2025; and

WHEREAS, Following the evaluation of all submitted bid responses, the CMAR submitted a GMP in the amount of \$21,208,248; and

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

WHEREAS, Awards resulting from competitive sealed proposals valued above \$250,000 require approval of the Board of Trustees; and

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

Resolved, That the Board of Trustees approve an award of contract to Henley Construction Co., Inc. of Gaithersburg, Maryland for all necessary materials, labor, equipment, supervision, bonds, and insurance for renovation of the Macklin Tower Library on the Rockville Campus, for a one-time guaranteed maximum price (GMP) of \$21,208,248; 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
June 16, 2025

**THE ANNUAL PROGRESS REPORT ON PROGRAMS OF
CULTURAL DIVERSITY**

BACKGROUND

Maryland state legislation passed in 2008 requires every higher education institution to develop and implement a plan for a program of cultural diversity. Accordingly, each “cultural diversity plan must include an implementation strategy and timeline for meeting the goals.” The Montgomery College plan, *The Equity and Inclusion Roadmap for Success*, is a five-year action plan that the College is implementing over fiscal years 2021–2025. The Board of Trustees reviewed and approved the plan in 2020 and received the plan’s antiracism strategy addendum in 2021. FY25 is the final year for this plan.

In addition, the Maryland Higher Education Commission (MHEC) requires an annual progress report from institutions. Specifically, as required by section 11-406 of the Education Article, the governing body of each Maryland public college and university is required to submit, by September 1 of each year, a report summarizing institutional progress toward the implementation of its plan for cultural diversity. As per the statute, the Commission is required to review each plan, monitor each institution’s progress toward achieving the goals outlined in its plan, and assess each plan’s adequacy and compatibility with the state’s goals for higher education. Additionally, the Commission is required to report its findings to the Maryland Senate’s Education, Health, and Environmental Affairs Committee; the Senate Budget and Taxation Committee; the House Appropriations Committee; and the House Committee on Ways and Means by December 1 of each year.

As required by section 11-406 of the Education Article, the attached report is Montgomery College’s annual progress report of its program of cultural diversity and provides a report on progress made during fiscal year 2025. The Office of Equity and Inclusion has prepared this report, which highlights some of the ways Montgomery College addresses diversity among its students, faculty, and staff through programming, training, professional development, recruitment, access, support, and retention.

RECOMMENDATION

It is recommended that the Board of Trustees accept the Montgomery College Programs of Cultural Diversity Annual Progress Report for fiscal year 2025 and authorize the president to forward it to the Maryland Higher Education Commission.

BACKUP INFORMATION

Board Resolution
Montgomery College Programs of Cultural Diversity Annual Progress Report
Equity and Inclusion Roadmap for Success with Addendum

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Cain

RESOURCE PERSON

Ms. Jones

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-078**
Adopted on: **6/16/2025**

Agenda Item Number: 8A
June 16, 2025

Subject: The Annual Progress Report on Programs of Cultural Diversity

WHEREAS, Maryland legislation requires each higher education institution to have a cultural diversity plan; and

WHEREAS, The Board of Trustees reviewed and approved an *Equity and Inclusion Roadmap for Success* cultural diversity plan in 2020 covering fiscal years 2021–2025, and received the plan's antiracism strategy addendum in 2021; and

WHEREAS, The Board of Trustees continues to endorse the plan and its addendum and embraces the goals as critical institutional imperatives; and

WHEREAS, Annually, each Maryland institution's governing board must accept and submit to the Maryland Higher Education Commission (MHEC) a progress report on the institution's implementation of the cultural diversity plan; and

WHEREAS, MHEC must review the progress report and monitor compliance; and

WHEREAS, Montgomery College has developed the annual progress report of the College's programs of cultural diversity that provides insight into the way the College addresses diversity among its students, faculty, and staff through programming, training, professional development, recruitment, access, support, and retention; and

WHEREAS, The annual progress report demonstrates the College's commitment and good faith efforts for removing barriers to expand and sustain diversity and producing measurable results; and

WHEREAS, The president recommends that the following action be taken; now therefore be it

Resolved, That the attached Montgomery College Programs of Cultural Diversity Annual Progress Report is accepted by the Board of Trustees; and be it further

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

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 8B
June 16, 2025

THE MONTGOMERY COLLEGE CULTURAL DIVERSITY PLAN

BACKGROUND

Maryland legislation in the Education Article 11-406 requires each public institution of higher education in the state to develop and implement a plan for a program of cultural diversity and to submit the plan to the Maryland Higher Education Commission (MHEC). The legislation also requires institutional governing bodies to review the plan prior to its submittal to MHEC.

The College's current plan, The Equity and Inclusion Roadmap for Success, is a five-year action plan for fiscal years 2021–2025. The Board of Trustees reviewed the plan in 2020 and received the plan's antiracism strategy addendum in 2021.

As the current plan's timeline is concluding, a new plan has been developed by the Office of Equity and Inclusion. To do this, the office engaged a committee composed of a broad cross-section of individuals from across the College. The new Montgomery College Cultural Diversity Plan is designed for implementation from July 1, 2025, through June 30, 2029 (FY26–FY29). The plan identifies a relevant, measurable, and achievable preferred future for institutional inclusive excellence and belonging that aligns with the Strategic Plan. In compliance with state requirements, the plan demonstrates the College's good faith efforts for removing barriers to expand and sustain diversity.

RECOMMENDATION

It is recommended that the Board of Trustees review and approve the Montgomery College Cultural Diversity Plan and that the President submit it to the Maryland Higher Education Commission.

BACKUP INFORMATION

Board Resolution
Montgomery College Cultural Diversity Plan

SENIOR RESPONSIBLE ADMINISTRATOR

Dr. Cain

RESOURCE PERSON

Dr. Jones

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-079**
Adopted on: **6/16/2025**

Agenda Item Number: 8B
June 16, 2025

Subject: The Montgomery College Cultural Diversity Plan

WHEREAS, Maryland legislation requires the state's public institutions of higher education to develop and implement a cultural diversity plan; and

WHEREAS, Pursuant to the requirements of the Maryland legislation and the Maryland Higher Education Commission guidance, the Montgomery College Cultural Diversity Plan was developed for implementation in FY26–FY29; and

WHEREAS, The plan identifies a relevant, measurable, and achievable preferred future for institutional inclusive excellence and belonging that aligns with the Strategic Plan; and

WHEREAS, The plan represents the College's commitment to actively and strategically pursue the next phase of the College's inclusive excellence and belonging work, specifically articulates the College's commitment, and proposes strategies to actualize its commitment; and

WHEREAS, The plan demonstrates the College's good faith commitment and efforts for removing barriers to expand and sustain diversity in compliance with state requirements; and

WHEREAS, The president recommends that the following action be taken; now therefore be it

Resolved, That the attached Montgomery College Cultural Diversity Plan is approved; and be it further

Resolved, That the plan be implemented effective July 1, 2025, and the plan be submitted to the Maryland Higher Education Commission by September 1, 2025.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 9A
June 16, 2025

FINAL ADOPTION OF THE FY26 CURRENT, ENTERPRISE, AND OTHER FUNDS BUDGETS

BACKGROUND

On January 22, 2025, the Board of Trustees adopted the FY26 Current, Enterprise, and Other Funds budgets for a total of \$345,514,889 under resolution 25-01-09. This includes a current fund budget in the amount of \$293,582,393, a Workforce Development & Continuing Education (WDCE) Fund budget of \$22,748,598 and an Auxiliary Enterprises Fund budget of \$2,459,598. The combined total for the enterprise funds is \$25,208,196. It is necessary to re-adopt the current fund budget and the WDCE budget in order to recognize an increase in state aid and the county council's final appropriation for the current fund, increasing the current fund appropriation by \$1,353,851 to \$294,936,244.

The College's maintenance of effort (MOE) amount for the current fund increased to \$148,759,696. The \$350,000 increase is result of final action during the county council budget session which added funding for a county supported initiative—Collective Impact Institute. The Collective Impact Institute seeks to bring leadership from businesses, nonprofits, education, government, and philanthropy to enhance the prosperity and well-being of Montgomery County.

The College's state aid revenue amount for the current fund increased to \$58,022,994. The College's state aid revenue amount for the WDCE fund increased to \$14,443,855. The College received \$2,577,710 in additional state aid from a supplemental request to correct an error in the State's interpretation of the County's Maintenance of Effort support. The state aid amount change for the current fund is \$1,908,415 and for the Workforce Development & Continuing Education fund is \$669,295. For both of these funds, the addition of the state aid revenue will offset fund balance support assumed in the budget adopted on January 22, 2025. The increase in state aid did not impact the total fund appropriation for either the current or WDCE funds.

The College's resource support for the current fund or fund balance use increased by county council action to \$11,778,187. The Governor's budget proposed and the Maryland General Assembly approved a pension shift cost to Montgomery County in the amount of \$1,003,851. During the College's sessions before the County Council, the College requested that the County fund this shift. Final deliberation from the council resulted in having the college use college resources or fund balance. The pension shift increased the current fund appropriation by \$1,003,851.

This budget is fiscally prudent, advances affordability, and supports the employees who inspire and empower our students to change their lives. The economic terms of our employee agreements reflect our commitment to provide fair and sustainable wages. We are grateful to our employees for their commitment to our students.

The fund totals for all funds remain as adopted with the exception of the current fund. The table below summarizes the adopted budgets by fund:

Current Fund	\$ 294,936,244
Workforce Development & Continuing Education	\$ 22,748,598
Auxiliary Enterprises Fund	\$ 2,459,598
Cable Television	\$ 1,567,800
Emergency Plant Maintenance and Repair	\$ 350,000
Transportation Fund	\$ 4,200,000
Major Facilities Reserve Fund	\$ 2,000,000
Federal, State and Private Grants	\$ 18,606,500

RECOMMENDATION

It is recommended that the Board re-adopt the FY26 fund budgets and authorize the president to implement the budgets as approved by county council funding actions on May 22, 2025.

BACKUP INFORMATION

Board Resolution

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Greaney

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-080**
Adopted on: **6/16/2025**

Agenda Item Number: 9A
June 16, 2025

Subject: Final Adoption of the FY26 Current, Enterprise, and Other Funds Budgets

WHEREAS, The Board of Trustees adopted the College's FY26 operating budgets on January 22, 2025, under resolution 25-01-09; and

WHEREAS, Montgomery College submitted a budget to the Montgomery County Executive and Montgomery County Council that was fiscally responsible; and

WHEREAS, The Montgomery County Executive and Montgomery County Council recognized the valuable contributions that Montgomery College offers this community; and

WHEREAS, The Montgomery County Council considered the FY26 College's operating budgets totaling \$345,514,889 in work sessions during May 2025; and

WHEREAS, By final action of the Maryland General Assembly, the College received \$2,577,710 in additional state aid to correct an error on the state's interpretation of the County's maintenance of effort support; and

WHEREAS, The Montgomery Council approved an additional \$350,000 in county support for a county council initiative—Collective Impact Institute; and

WHEREAS The Governor's budget proposed and the Maryland General Assembly approved a pension shift cost to Montgomery County in the amount of \$1,003,851; and

WHEREAS, The Montgomery Council requested the pension shift not be funded with County resources but through College resources; and

WHEREAS, The Montgomery Council FY25 budget approved additional use of \$10,525,000 of the current fund balance to be transferred in FY26 to the capital fund to support planned capital projects; and

WHEREAS, The foregoing expenditure appropriation has been applied to functional expense categories to reflect council actions; and

WHEREAS, This resolution aligns with all goals contained in Montgomery College's 2023 through 2028 Strategic Plan; now therefore be it

Resolved, That the Board of Trustees hereby re-adopts the FY26 College Current, Enterprise, and Other Fund Budgets; and be it further

Resolved, That the functional totals for the FY26 current fund and enterprise operating budgets will be in the amounts listed in the following table:

		Current Fund	Enterprise Funds
10	Instruction	\$ 97,743,527	\$ 13,718,753
40	Academic Support	\$ 48,911,354	\$ 4,360,426
50	Student Services	\$ 37,328,830	\$ 3,309,037
60	Operations & Maintenance of Plant	\$ 49,844,175	\$ 1,310,382
70	Institutional Support	\$ 54,629,212	0
80	Scholarships & Fellowships	\$ 6,479,146	\$ 50,000
	Auxiliary Expenditures	0	\$ 2,459,598
Total		\$ 294,936,244	\$ 25,208,196

and; be it further

Resolved, That the estimated budgeted source of funds projected by the Board of Trustees to fund the College's current fund and enterprise operating budgets during FY26 are in the amounts listed in the following table:

	Current Fund	Enterprise Funds
County Contribution	\$ 148,759,696	0
State Aid	\$ 58,022,994	\$ 14,443,855
Tuition and Fees	\$ 72,600,367	\$ 7,714,038
Miscellaneous	\$ 4,535,000	\$ 1,911,050
Fund Balance	\$ 22,303,187	\$ 1,513,586
Net Transfers	\$ (\$11,285,000)	\$ 379,253
Total	\$ 294,936,244	\$ 25,208,196

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 9B
June 16, 2025

FINAL ADOPTION OF THE FY26 CAPITAL BUDGET

BACKGROUND

On May 22, 2025, the Montgomery County Council approved the College's FY26 capital budget by appropriating \$178,504,000 to fund 18 projects. The council's approved budget (council resolution 20-813) includes the following:

Project (in '000's)	College's FY26 Request	County Council Final Action
ADA Compliance	\$ 75	\$ 75
Capital Renewal	5,000	5,000
Collegewide Central Plant & Distribution Systems	1,500	1,376
Collegewide Library Renovations	22,434	20,690
Elevator Modernization	200	200
Energy Conservation	300	300
Facility Planning	270	270
East County Campus	5,000	5,000
Germantown Student Services Center	119,237	114,835
Instructional Furniture & Equipment	270	270
Planned Life-Cycle Asset Replacement	7,000	7,000
Planning, Design & Construction	1,900	1,900
Rockville Theatre Arts Building Renovation	4,342	4,175
Roof Replacement	1,563	1,563
Site Improvements	800	800
Information Technology	9,250	9,250
Network Infrastructure and Server Operations	4,100	4,100
Student Learning Support Systems	1,700	1,700
Grand Total	\$ 184,941	\$ 178,504

For FY26, several state funding reductions were implemented. The first reduction pertains to the Central Plant and Distribution Systems project, which saw a decrease of \$124,000. The second reduction affects the Germantown Student Services Center project, with design funding reduced by \$856,000 and construction funding cut by \$4.4 million. The College plans to request the \$4.4 million in construction funding for Fiscal Year 2027. Lastly, the Rockville Macklin Tower Library Renovation project experienced a reduction in FY26, with the remaining construction amount of \$1.8 million to be requested in FY27.

The College's fund balance was used to fund the three information technology projects as follows: Information Technology (\$750,000), Network Infrastructure and Server Operations (\$300,000), and Student Learning Support Systems (\$300,000). In addition, the East County Campus (\$5,000,000), and the Theatre Arts Building Renovation and Addition (\$4,175,000) also

used fund balance. To supplement deferred maintenance needs, additional fund balance was used for the Capital Renewal project (\$3,000,000), and the Planned Lifecycle Asset Replacement project (\$3,000,000).

The County Council appropriated \$178,671,000 in FY26, which is \$167,000 more than what the College requested. The funding source indicated College fund balance, but this funding is not available to be used for the Rockville Theatre Arts Building Renovation and Addition project. The County Council and Office of Management and Budget staff are aware of this discrepancy, and will correct it with an amendment that will be presented to the full County Council. The correct total appropriation is \$178,504,000, which is the amount proposed in this resolution.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the FY26 capital budget as appropriated by the Montgomery County Council and authorize the president to implement the approved budget. The attached resolution provides for the formal action taken each year following the council's appropriation of the College's capital budget.

BACKUP INFORMATION

Board Resolution
Other Approved Projects

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Pullen

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-081**
Adopted on: **6/16/2025**

Agenda Item Number: 9B
June 16, 2025

Subject: Final Adoption of the FY26 Capital Budget

WHEREAS, On November 11, 2024, the Board of Trustees adopted the FY26 capital budget under resolution 25-11-026; and

WHEREAS, On May 22, 2025, by council resolution 20-813 the Montgomery County Council approved the College's FY25–30 capital improvements program and approved the FY26 capital budget with new appropriations totaling \$178,504,000 to fund 18 projects; and

WHEREAS, This resolution aligns with all goals contained in Montgomery College's 2023 through 2028 Strategic Plan; and

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

Resolved, That the Board of Trustees adopts the FY26 capital budget, and authorizes the president to implement the budget as amended, approved, and appropriated by the Montgomery County Council for the College, pursuant to council resolution 20-813.

MONTGOMERY COLLEGE
FY26 Capital Budget
Other Approved Projects (No Funds Requested in FY26)

Projects with prior-year appropriations (approved as submitted):

Collegewide Physical Education Renovations
Germantown Science and Applied Studies Renovation – Phase 1
Rockville Student Services Center
Takoma Park/Silver Spring Math and Science Center

Outyear projects with no previous appropriation (FY25-30):

Germantown Science and Applied Studies Renovation and Addition – Phase 2

Deleted outyear projects (FY25-30):

N/A

Projects pending close out:

N/A

Projects closed out as of July 1, 2025:

N/A

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 9C
June 16, 2025

**PETITION FOR FY26 STATE FUNDING, MACKLIN TOWER LIBRARY CONSTRUCTION,
FURNITURE AND EQUIPMENT, ROCKVILLE CAMPUS**

BACKGROUND

On May 22, 2025, the Montgomery County Council appropriated the College's FY26 capital budget, including funds for one state-assisted project, Rockville Macklin Tower Library Construction, Furniture and Equipment. The county executive and the County Council have been informed that the College will petition the state for final approval of funding for this project.

The state and county funding levels for this project are outlined below. The FY26 appropriation for the Rockville Macklin Tower Library construction is \$19,970,000 (\$9,985,000 in county aid and \$9,985,000 through state support). In addition, furniture and equipment of \$2,674,000 (\$1,337,000 in county aid, and \$1,337,000 in state support) were appropriated. The overall project cost (including design) is \$26,871,000 split 50/50 between the county and the state. The College only needs to petition the state for funds from the community college construction grants program.

The attached resolution and County Council petition are in the format prescribed by the state and county. In addition, the petition outlines the contingent nature of the council's approval, which requires state approval of the College's projects as part of the FY26 bond bill. With the Board's adoption of this resolution, the request is forwarded to the County Council for action on the state grant petitions. The appropriation in this resolution is based on projected resources for FY26.

RECOMMENDATION

It is recommended that the Board of Trustees formally request the County Council to petition the state for \$10,345,000 for the construction of the Rockville Macklin Tower Library project.

BACKUP INFORMATION

Board Resolution
County Council Resolution
Project Description Form

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Pullen

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-082**
Adopted on: **6/16/2025**

Agenda Item Number: 9C
June 16, 2025

**Subject: Proposal to Construct a Public Junior/Community College or Additions
Thereto, Macklin Tower Library Construction, Furniture and Equipment,
Rockville Campus**

WHEREAS, The General Assembly of Maryland has enacted various community college construction loan acts that provide state funds to assist the various counties in financing the costs of acquiring land and constructing public junior, community, or regional community college buildings and facilities, the costs of which were incurred after the effective dates of the acts; and

WHEREAS, This resolution aligns with all goals contained in Montgomery College's 2023 through 2028 Strategic Plan; and

WHEREAS, The Board of Trustees of Montgomery Community College proposes undertaking the construction of the Macklin Tower Library project on the Rockville Campus of the College and has determined that the sum of \$10,345,000 in state financial assistance available under the loan acts is needed for this purpose; now therefore be it

Resolved, That the Board of Trustees of Montgomery Community College requests that the Montgomery County Council approve the proposal to undertake the construction, furniture and equipment of the Macklin Tower Library project on the Rockville Campus of the College as set forth in the application for financial assistance; file, as required by the loan acts and contingent on enactment of the FY26 State of Maryland capital budget by the 2025 session of the General Assembly and its approval by the governor, the necessary petition with Maryland Higher Education Commission for a state grant in the amount of \$10,345,000, and make available the necessary local funds for completion of the project.

A True Copy.

ATTEST:

_____, Secretary-Treasurer
Board of Trustees of
Montgomery Community College

Date: _____

Resolution No.: _____
Introduced: _____
Adopted: _____

COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND

By: County Council

SUBJECT: Petition for state grant of \$10,345,000 for the construction, furniture and equipment for the Macklin Tower Library Project on the Rockville Campus of the College

Background

1. The General Assembly of Maryland has enacted various community college construction loan acts that provide state funds to assist the counties in financing the costs of acquiring land and constructing public junior, community, or regional community college buildings and facilities, the costs of which were incurred after the effective dates of the acts.
2. The County Council must file a petition to participate in the financial assistance provided in the acts with the Maryland Higher Education Commission (MHEC).
3. The Board of Trustees of Montgomery Community College proposes undertaking the design of the Macklin Tower Library project on the Rockville Campus of the College in Montgomery County. Upon resolution duly adopted by the Board of Trustees, the Board requests the County Council to petition the Maryland Higher Education Commission (MHEC) for a grant of \$10,345,000 needed to assist the financing of the public community college project which is described in the application for financial assistance.
4. In the FY26 capital budget for Montgomery College, the Board of Trustees proposed undertaking the construction of the Macklin Tower Library project on the Rockville Campus of the College. On May 22, 2025, the County Council approved \$20,690,000 for this project, contingent on the receipt of \$10,345,000 from the state in FY26. The College only needs to petition the state for funds from the community college construction grants program.
5. In April 2025, the state General Assembly and the Governor approved the FY26 state of Maryland capital budget, which included \$10,345,000 for the construction, furniture and equipment for the Macklin Tower Library project on the Rockville Campus of the College. However, the Board of Public Works must still approve the specific grant and the necessary contracts. Before this approval, the County Council must file a petition to participate in the financial assistance provided in the acts with the Maryland Higher Education Commission (MHEC). After the commission receives this petition, the commission will recommend to the Board of Public Works that the Board approve the grant and the contracts.

Action

The County Council for Montgomery County, Maryland, approves the following action:

1. In accordance with the enactment by the 2025 session of the General Assembly of the FY26 state of Maryland capital budget and approval by the governor, the county petitions

the Maryland Higher Education Commission (MHEC) for a grant of \$10,345,000 from the available funds of the various community college construction loan acts in order to participate in the available financial assistance.

2. If the Maryland State Board of Public Works approves a grant of less than fifty percent (50%) of the estimated total cost for the construction of the Macklin Tower Library project on the Rockville Campus of the College, and the County Council has not already agreed to fund the difference as a part of the approved capital improvements program, the College must notify the county executive and the County Council by requesting an amendment to the College's capital improvements program. The amendment must show the actual project funding schedule proposed and the council must approve the amendment before the College awards a contract.

This is a correct copy of council action.

Sara R. Tenenbaum
Clerk of the Council

Attachments: Montgomery College Board of Trustees Resolution No. XX-XXX
Collegewide Library Renovations Project PDF #P661901



Collegewide Library Renovations (P661901)

Category	Montgomery College	Date Last Modified	05/20/25
SubCategory	Higher Education	Administering Agency	Montgomery College
Planning Area	Countywide	Status	Planning Stage

	Total	Thru FY24	Rem FY24	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	Beyond 6 Years
EXPENDITURE SCHEDULE (\$000s)											
Planning, Design and Supervision	3,417	1,126	2,291	-	-	-	-	-	-	-	-
Construction	35,981	7,990	4,211	23,780	3,954	18,016	1,810	-	-	-	-
Other	3,502	-	828	2,674	-	2,674	-	-	-	-	-
TOTAL EXPENDITURES	42,900	9,116	7,330	26,454	3,954	20,690	1,810	-	-	-	-

FUNDING SCHEDULE (\$000s)											
G.O. Bonds	21,775	4,558	3,990	13,227	1,977	10,345	905	-	-	-	-
State Aid	21,125	4,558	3,340	13,227	1,977	10,345	905	-	-	-	-
TOTAL FUNDING SOURCES	42,900	9,116	7,330	26,454	3,954	20,690	1,810	-	-	-	-

APPROPRIATION AND EXPENDITURE DATA (\$000s)			
Appropriation FY 26 Request	20,690	Year First Appropriation	FY20
Cumulative Appropriation	20,466	Last FY's Cost Estimate	42,036
Expenditure / Encumbrances	15,088		
Unencumbered Balance	5,378		

PROJECT DESCRIPTION

This project provides funding for the renovation of the libraries on two of Montgomery College's campuses, specifically the Rockville Macklin Tower Building, and the Takoma Park/Silver Spring Resource Center. An architecture firm has developed conceptual designs for the two campus libraries, and has identified improvements required to support organizational and service changes, and to modernize the libraries. The main library floors will be hubs of academic life at Montgomery College: dynamic spaces that will be student-centered, technology and service-driven, and will foster innovation. The upper floors will provide students with comfortable and quiet study spaces and smaller, curated collections to support their academic and career goals. Additional goals of this project is to meet the variety of student needs including group study, individual study, and silent study.

LOCATION

Takoma Park/Silver Spring and Rockville Campuses

ESTIMATED SCHEDULE

A part1/part 2 document was completed in FY21 for the Takoma Park/Silver Spring library renovation. Design will start in FY22, construction will begin in FY23, and continue in FY24, with completion in FY24. The Rockville library project design began in FY24, construction is programmed from FY25 through FY27, and FFE is programmed for FY26.

COST CHANGE

State aid escalation of 4 percent approved for FY26.

PROJECT JUSTIFICATION

The Takoma Park/Silver Spring Resource Center was constructed in 1978, and is 45 years old. The Rockville Macklin Tower Building was constructed in 1971 and is 52 years old. These two buildings are outdated, space and service configuration is insufficient, employee workspaces are inadequate to promote collaboration with colleagues, as well as, support student success. In FY16, the Montgomery College Libraries had nearly 670,000 visitors, and ethnographic studies have shown that libraries are one of the places at Montgomery College where students can escape from work and family obligations to get homework and studying done. In addition, Montgomery College's libraries provide students access to technology to be successful in their coursework. In FY16, the Montgomery College library's computers, laptops, and tablets were used approximately 200,000 times by nearly 18,000 unique users. Providing computers, laptops, tablets, software, scanners, internet, and accessible software programs improves college affordability for students who wouldn't otherwise be able to afford those tools. The Montgomery College Libraries increasingly support educational excellence by embedding librarians and information literacy into classes with 7,600 students taught. Other relevant studies and plans include the Libraries Master Plan (2015), Montgomery College Libraries' Ethnographic Studies 2013-2016 (2016), Collegewide Facilities Master Plan (Pending 2023), Libraries Planning Study (6/17), and Libraries Planning Study Germantown Addendum (9/17), and Montgomery College Strategic Plan (7/23).

OTHER

FY25 Appropriation: Total \$2,000,000 (\$1,000,000 (GO Bonds); and \$1,000,000 (State Aid)). FY26 Appropriation: Total \$20,690,000 (\$10,345,000 (GO

Bonds); and \$10,354,000 (State Aid)).

A fund transfer was made to this project: \$650,000 from the Planning, Design and Construction project (#P906605)(BOT Resol. #23-06-093, 06/21/23).

FISCAL NOTE

\$650,000 transferred from Planning, Design, and Construction project (906605) to Collegewide Library Renovations project (661901) in the FY21-26 CIP (BOT Resolution:21-06-069 adopted on 6/21/2021).

DISCLOSURES

Montgomery College asserts that this project conforms to the requirement of relevant local plans, as required by the Maryland Economic Growth, Resource Protection and Planning Act.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 9D
June 16, 2025

**PETITION FOR FY26 STATE FUNDING, STUDENT SERVICES CENTER DESIGN AND
CONSTRUCTION, GERMANTOWN CAMPUS**

BACKGROUND

On May 22, 2025, the Montgomery County Council appropriated the College's FY26 capital budget, including funds for one state-assisted project, Germantown Student Services Center Design and Construction. The county executive and the County Council have been informed that the College will petition the state for final approval of funding for this project.

The state and county funding levels for this project are outlined below. The FY26 appropriation for the Germantown Student Services Center construction is \$114,835,000 (\$57,417,500 in county aid and \$57,417,500 through state support). The overall project cost (including design) is \$142,106,000 split 50/50 between the county and the state. The College only needs to petition the state for funds from the community college construction grants program.

The attached resolution and County Council petition are in the format prescribed by the state and county. In addition, the petition outlines the contingent nature of the council's approval, which requires state approval of the College's projects as part of the FY26 bond bill. With the Board's adoption of this resolution, the request is forwarded to the County Council for action on the state grant petitions. The appropriation in this resolution is based on projected resources for FY26.

RECOMMENDATION

It is recommended that the Board of Trustees formally request the County Council to petition the state for \$57,417,500 for the design of the Germantown Student Services Center project.

BACKUP INFORMATION

Board Resolution
County Council Resolution
Project Description Form

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Pullen

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-083**
Adopted on: **6/16/2025**

Agenda Item Number: 9D
June 16, 2025

**Subject: Proposal to Construct a Public Junior/Community College or Additions
Thereto, Student Services Center Design and Construction, Germantown
Campus**

WHEREAS, The General Assembly of Maryland has enacted various community college construction loan acts that provide state funds to assist the various counties in financing the costs of acquiring land and constructing public junior, community, or regional community college buildings and facilities, the costs of which were incurred after the effective dates of the acts; and

WHEREAS, This resolution aligns with all goals contained in Montgomery College's 2023 through 2028 Strategic Plan; and

WHEREAS, The Board of Trustees of Montgomery Community College proposes undertaking the construction of the Student Services Center project on the Germantown Campus of the College and has determined that the sum of \$57,417,500 in state financial assistance available under the loan acts is needed for this purpose; now therefore be it

Resolved, That the Board of Trustees of Montgomery Community College requests that the Montgomery County Council approve the proposal to undertake the construction of the Student Services Center project on the Germantown Campus of the College as set forth in the application for financial assistance; file, as required by the loan acts and contingent on enactment of the FY26 State of Maryland capital budget by the 2025 session of the General Assembly and its approval by the governor, the necessary petition with Maryland Higher Education Commission for a state grant in the amount of \$57,417,500, and make available the necessary local funds for completion of the project.

A True Copy.

ATTEST:

_____, Secretary-Treasurer
Board of Trustees of
Montgomery Community College

Date: _____

Resolution No.: _____

Introduced: _____
Adopted: _____

COUNTY COUNCIL
FOR MONTGOMERY COUNTY, MARYLAND

By: County Council

SUBJECT: Petition for state grant of \$57,417,500 for the construction of the Student Services Center Project on the Germantown Campus of the College

Background

1. The General Assembly of Maryland has enacted various community college construction loan acts that provide state funds to assist the counties in financing the costs of acquiring land and constructing public junior, community, or regional community college buildings and facilities, the costs of which were incurred after the effective dates of the acts.
2. The County Council must file a petition to participate in the financial assistance provided in the acts with the Maryland Higher Education Commission (MHEC).
3. The Board of Trustees of Montgomery Community College proposes undertaking the construction of the Germantown Student Services Center project on the Germantown Campus of the College in Montgomery County. Upon resolution duly adopted by the Board of Trustees, the Board requests the County Council to petition the Maryland Higher Education Commission (MHEC) for a grant of \$57,417,500 needed to assist the financing of the public community college project which is described in the application for financial assistance.
4. In the FY26 capital budget for Montgomery College, the Board of Trustees proposed undertaking the construction of the Student Services Center project on the Germantown Campus of the College. On May 22, 2025, the County Council approved \$114,835,000 for this project, contingent on the receipt of \$57,417,500 from the state in FY26. The College only needs to petition the state for funds from the community college construction grants program.
5. In April 2025, the state General Assembly and the Governor approved the FY26 state of Maryland capital budget, which included \$57,417,500 for the construction of the Student Services Center project on the Germantown Campus of the College. However, the Board of Public Works must still approve the specific grant and the necessary contracts. Before this approval, the County Council must file a petition to participate in the financial assistance provided in the acts with the Maryland Higher Education Commission (MHEC). After the commission receives this petition, the commission will recommend to the Board of Public Works that the Board approve the grant and the contracts.

Action

The County Council for Montgomery County, Maryland, approves the following action:

1. In accordance with the enactment by the 2025 session of the General Assembly of the FY26 state of Maryland capital budget and approval by the governor, the county petitions the Maryland Higher Education Commission (MHEC) for a grant of \$57,417,500 from the available funds of the various community college construction loan acts in order to participate in the available financial assistance.
2. If the Maryland State Board of Public Works approves a grant of less than fifty percent (50%) of the estimated total cost for the construction of the Student Services Center project on the Germantown Campus of the College, and the County Council has not already agreed to fund the difference as a part of the approved capital improvements program, the College must notify the county executive and the County Council by requesting an amendment to the College's capital improvements program. The amendment must show the actual project funding schedule proposed and the council must approve the amendment before the College awards a contract.

This is a correct copy of council action.

Sara R. Tenenbaum
Clerk of the Council

Attachments: Montgomery College Board of Trustees Resolution No.XX-XXX
Germantown Student Services Center Project PDF #P076612



Germantown Student Services Center (P076612)

Category	Montgomery College	Date Last Modified	05/16/25
SubCategory	Higher Education	Administering Agency	Montgomery College
Planning Area	Germantown and Vicinity	Status	Planning Stage

	Total	Thru FY24	Rem FY24	Total 6 Years	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	Beyond 6 Years
EXPENDITURE SCHEDULE (\$000s)											
Planning, Design and Supervision	10,132	-	6,739	3,393	1,502	1,891	-	-	-	-	-
Construction	119,974	-	-	119,974	-	3,240	32,340	45,297	39,097	-	-
Other	12,000	-	-	12,000	-	-	-	-	12,000	-	-
TOTAL EXPENDITURES	142,106	-	6,739	135,367	1,502	5,131	32,340	45,297	51,097	-	-

FUNDING SCHEDULE (\$000s)											
G.O. Bonds	71,053	-	3,370	67,683	751	2,566	16,170	22,648	25,548	-	-
State Aid	71,053	-	3,369	67,684	751	2,565	16,170	22,649	25,549	-	-
TOTAL FUNDING SOURCES	142,106	-	6,739	135,367	1,502	5,131	32,340	45,297	51,097	-	-

APPROPRIATION AND EXPENDITURE DATA (\$000s)			
Appropriation FY 26 Request	114,835	Year First Appropriation	FY24
Cumulative Appropriation	10,988	Last FY's Cost Estimate	137,900
Expenditure / Encumbrances	-		
Unencumbered Balance	10,988		

PROJECT DESCRIPTION

This project provides funds for the design and construction of a new student services center (approximately 153,000 gross square feet) to support both study and student services as outlined in the Germantown Campus Facilities Master Plan, 2013-2023 (2/16). This project provides a comprehensive one-stop shop and brings together the bookstore and Mailroom from the Humanities and Social Sciences Building; Admissions, Student Life and Security from the Science and Applied Studies Building, creating much more space for study and student development. This building will also house the Provost's Office, media and academic computing support functions, a library, and bookstore.

LOCATION

Germantown Campus

COST CHANGE

State allowable cost escalation of 4 percent included. FY26 State Reduction of \$856,000 (split 50/50 between County and State) in the design line item.

FY26 State Reduction in construction of \$5,139,000 (split 50/50 between County and State) will be requested in FY27. Per College Affordability Reconciliation \$1.5 million in GO Bonds, and \$1.5 million State Aid deferred from FY26 to FY28. Second reconciliation item - \$5 million(50/50 split) moved from FY27 to FY29.

PROJECT JUSTIFICATION

Supported in this facility are the media resources and academic computing functions, including the computer training lab. The advantage for students is the concentration of support resources in a single location. For the campus, space is made available in other buildings that will allow more growth in office and instructional space before another academic building is needed on campus. Under the application of State space guidelines, the enrollment growth on the Germantown campus has resulted in a significant space deficit. The Germantown campus has a Fall 2022 space surplus of 28,856 net assignable square feet (NASF), and a 2032 projected space deficit of 16,934 NASF. Relevant studies include the Montgomery College Strategic Plan (7/23), and Collegewide Facilities Master Plan Update (Pending 2023).

OTHER

FY25 Appropriation: \$0; FY26 Appropriation: \$114,835,000 (\$57,418,000 (GO Bonds), and \$57,417,000 (State Aid)). The construction costs in the expenditure schedule (\$119,974,000) include: site improvement costs (\$10,640,000), building construction costs (\$109,334,000). The building construction cost per gross square foot equals \$714 (\$109,334,000/153,000).

DISCLOSURES

A pedestrian impact analysis has been completed for this project. Montgomery College asserts that this project conforms to the requirement of relevant local plans, as required by the Maryland Economic Growth, Resource Protection and Planning Act.

COORDINATION

Student Affairs and Science Building Renovation- Phase 2

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 10A
June 16, 2025

MODIFICATION OF POLICY 11002: POLITICAL ACTIVITY

General Information

Policy Number:	11002
Contained in Chapter:	Chapter One
Policy Title:	Board of Trustees – Political Activity
Policy Creation Date:	December 10, 2001
Most Recent Modification Date:	December 10, 2001

Changes, Additions, Deletions

Line Number	Purpose
Lines 2-3	This modification deletes language for enhanced clarity of meaning.
Lines 5-7	This modification adds language affirming the Chair as the Board's official spokesperson and emphasizing that trustees, when serving in their role, should act collectively in the College's best interests.
Line 10	This modification adjusts language for enhanced clarity of meaning.
Line 14	This modification deletes outdated language.
Lines 17-18	This modification clarifies that trustees may advocate for the College in matters that affect the College's ability to operate and to fulfill its mission.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the modifications to Policy 11002: Political Activity.

BACKUP INFORMATION

Resolution
Policy 11002: Political Activity

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Van Camp

RESOURCE PERSON

Mr. Dietz

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number: **25-06-084**
Adopted on: **6/16/2025**

Agenda Item Number: 10A
June 16, 2025

Subject: Modification of Policy 11002: Political Activity

WHEREAS, The Board of Trustees created Policy 11002: Political Activity in 2001; and

WHEREAS, The policy has served an important purpose in ensuring that members of the Board of Trustees represent the College impartially while advocating for political actions that are in the best interests of the College's; and

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

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

Resolved, That Policy 11002: Political Activity is amended as indicated in the attached draft; and be it further

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

Chapter: Board of Trustees

Modification No. 0042

Subject: Board of Trustees -- Political Activity

I. The members of the Board of Trustees are visible and important representatives of the College. Individual trustees₁ when speaking or acting on behalf of the College₁ must not appear ~~to the surrounding community~~ to be biased₇ for or against₇ any political candidate or political party.

II. The Chair ordinarily serves as the public spokesperson for the Board and individual trustees, when acting as members of the Board of Trustees, speak and act only in the best interests of the College and in harmony with the Board chair.

III. When acting as members₅ of the Board of Trustees, members may engage in political activities and ~~actions-advocacy~~ on behalf of the College as an institution₁ in order to support the best interests of the College.

These activities may include, but are not limited to, written and oral statements and discussions with elected and appointed officials, the ~~mass~~-media and other members of the community with respect to proposed or needed legislation, budget, taxation and finance actions, actions related to constitutional and charter questions and ~~all~~ other political matters and actions that may affect the College's ability to operate and ~~-as an institution and the ability of the College~~ to perform its mission in the community.

Board Approval: December 10, 2001; DATE.