



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

AUDIT COMMITTEE MEETING AGENDA

Link to join via Zoom ▪ By phone: 301-715-8592

BOARD OF TRUSTEES

December 8, 2025

Gloria Aparicio Blackwell
Chair

6:00 p.m.

TERM ENDS JUNE 30, 2026

Annice Cody
First Vice Chair
TERM ENDS JUNE 30, 2028

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

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

Marvin Dickerson
TERM ENDS JUNE 30, 2030

David A. Hill
TERM ENDS JUNE 30, 2030

Omar A. Lazo
TERM ENDS JUNE 30, 2027

Jacqueline C. Manger
TERM ENDS JUNE 30, 2031

Marcia Brown Mintz
TERM ENDS JUNE 30, 2031

Renata Podlesny
Student Trustee
TERM ENDS JUNE 30, 2026

PRESIDENT AND
SECRETARY-TREASURER
Dr. Jermaine F. Williams

1. Call to Order of the Audit CommitteeProcedural
2. Roll Call.....Procedural
3. Approval of AgendaProcedural
4. Review of Montgomery College Audit for Year Ended June 30, 2025.... ..Report
5. Recommendation of the Audit Committee.....Action
6. Adjournment of the Audit CommitteeProcedural

Background Documents (Board Members only)

[Policy 10401: External Audit](#)

Luke Winter, Principal, CLA Biography
CliftonLarsonAllen, LLP Communication per Government Auditing Standards
CliftonLarsonAllen, LLP Communication to Governance
Audited Financial Statements for June 30, 2025
Annual Financial Report to the Maryland Higher Education Commission (MHEC-CC-4, June 30, 2025)

NOTICES

BOARD OF TRUSTEES INFORMATION. The Board's meeting schedule, agendas, meeting minutes, and records of resolutions are available at www.montgomerycollege.edu/bot.

WRITTEN COMMENTS. The Board of Trustees welcomes written comments, which can be sent to trustees@montgomerycollege.edu or to Montgomery College, 9221 Corporate Blvd, Rockville, Maryland 20850, ATTN: Board of Trustees.

ALTERNATIVE AGENDA FORMAT. This agenda is available in an alternative format upon request, in accordance with the Americans with Disabilities Act, by contacting 240-567-5272 or trustees@montgomerycollege.edu at least two weeks prior to the scheduled board meeting.

COMMUNICATIONS ACCOMMODATIONS. For special accommodations in communicating with the Board, contact 240-567-5272 or trustees@montgomerycollege.edu.



BOARD OF TRUSTEES
MONTGOMERY COLLEGE

PUBLIC BOARD MEETING AGENDA

Link to join via Zoom ▪ By phone: 301-715-8592

BOARD OF TRUSTEES

December 8, 2025

Gloria Aparicio Blackwell
Chair

6:15 p.m.

TERM ENDS JUNE 30, 2026

Annice Cody
First Vice Chair
TERM ENDS JUNE 30, 2028

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

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

Marvin Dickerson
TERM ENDS JUNE 30, 2030

David A. Hill
TERM ENDS JUNE 30, 2030

Omar A. Lazo
TERM ENDS JUNE 30, 2027

Jacqueline C. Manger
TERM ENDS JUNE 30, 2031

Marcia Brown Mintz
TERM ENDS JUNE 30, 2031

Renata Podlesny
Student Trustee
TERM ENDS JUNE 30, 2026

PRESIDENT AND
SECRETARY-TREASURER
Dr. Jermaine F. Williams

1. Call to OrderProcedural
2. Roll Call Procedural
3. Approval of AgendaProcedural
4. ReportsInformation
 - A. President's Report
 - B. Committee and Liaison's Reports
 - i. Montgomery College Alumni Association Liaison's Report
 - ii. Montgomery College Foundation Board Liaison's Report
 - iii. Budget Review and Financial Sustainability Committee
 - C. Chair's Report
5. Consent AgendaAction
 - A. Minutes
 - i. November 17, 2025 Public Vote and Closed Session Minutes
 - ii. November 17, 2025 Public Meeting Minutes
 - B. Personnel Actions Confirmation Report
6. Award of Contract (Competitive).....Action

Award of Contract, Custodial Supplies, Bid E426-002
7. Policy MattersInformation and Possible Action
 - A. Modification of Policy 51001: Philosophy, Purposes, and Program Commitments
 - B. Modification of Policy 32203: Academic Rank
 - C. Retirement of Policy 32204: Distinguished Visiting Professor
 - D. New Policy 70001: Responsible Use of Emerging Technologies
8. Regulatory MatterAction

The Montgomery College Audit for Year Ended June 30, 2025

9. Budget MatterInformation
The Proposed FY27 Current, Enterprises, and Other Funds Budgets
10. New BusinessProcedural
11. Trustee CommentsProcedural
12. AdjournmentProcedural
-

NOTICES

BOARD OF TRUSTEES INFORMATION. The Board's meeting schedule, agendas, meeting minutes, and records of resolutions are available at www.montgomerycollege.edu/bot.

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**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 5B
December 8, 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

[Policy 34001: Changes in Employee Status](#)

Board Resolution

Personnel Actions Confirmation Report

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Leitch Walker

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 5B
December 8, 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 October 1, 2025, through October 31, 2025; and

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

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

Attachments

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

STAFF

STAFF EMPLOYMENTS

Effective Date	Name	Position Title	Grade	Department
10/13/2025	Adebabay, Ermias	Community Engagement Specialist II	25	Community Engagement
10/13/2025	Kubrom, Isayas	Building Equipment Mechanic II	25	Facilities Operations-RV
10/13/2025	Shore, Joseph	Employee and Labor Relations Specialist II	29	Human Resources/Strategic Talent Mgt
10/27/2025	Eaby, Nancy	Program Coordinator	23	CEELS Dean WDCE
10/27/2025	Lapadula, Christopher	HVAC Mechanic I	21	Facilities Operations-RV
10/27/2025	Lewis, Ian	Building and Grounds Maintenance Manager	29	Facilities Operations-TP/SS
10/27/2025	Ortiz, Karla	Community Engagement Specialist II	25	Community Engagement
10/27/2025	Pierce, Sean	Grounds Maintenance Worker	15	Facilities Operations-RV
10/27/2025	Siliman, Shadia	Instructional Assistant	23	CW Learning Centers

STAFF SEPARATIONS

Effective Date	Name	Position Title	Grade	YOS	Department
10/3/2025	Perez, Barbara	Administrative Aide II	19	11	CW Dean Stu Access-GT Stu Affairs
10/8/2025	Gibbons, Meghan	Director of Presidential Communications	39	10	Advancement-Media/Public Relation
10/10/2025	Somarriba, Josue	Building Maintenance Mechanic	23	0*	Facilities Operations-RV
10/28/2025	Akusa, Esther	Financial Aid Specialist	25	2	Financial Aid
10/31/2025	Beadling, Conrad	Network Engineer	33	10	OIT Engineering Services
10/31/2025	Ramirez, Marioney	Electrician	25	0*	Facilities Operations-RV
10/31/2025	Turner, John ¹	Building Equipment Mechanic II	25	18	Facilities Operations-RV

STAFF EMPLOYMENTS: Ethnicity and Gender

	White	Black	Hispanic	Asian	American Indian	Other/2 or More	TOTAL
Female	2	0	1	0	0	0	3
Male	3	3	0	0	0	0	6
TOTAL	5	3	1	0	0	0	9

STAFF SEPARATIONS: Ethnicity and Gender

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

*Less than 1 year

¹ Retirement

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

FACULTY

FACULTY EMPLOYMENTS

Effective Date	Name	Position Title	Department
None			

FACULTY SEPARATIONS

Effective Date	Name	Position Title	YOS	Department
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**

Agenda Item Number: 6A
December 8, 2025

**AWARD OF CONTRACT
CUSTODIAL SUPPLIES, BID E426-002**

BACKGROUND

Originating Office and Explanation of Request:	The senior vice president for administrative and fiscal services and chief operating officer is requesting an award of contract for the purchase of custodial supplies on a collegewide basis.
Award Type:	Competitive
Reason Being Brought to Board:	Board approval is required for all contract awards valued over \$450,000.
Certification:	The director of procurement certifies that specifications and contract documents were developed by appropriate College staff and the chief business/financial strategy officer certifies that funds are planned for and budgeted in the FY26 operating budget.
Estimated Annual Contract Amount:	\$350,000
Vendor Name:	1. Rudolph's Office and Computer Supply Inc. 2. Daycon Products Company Inc.
Vendor Address:	1. 6610 Amberton Drive, Elkridge, MD 21075 2. 16001 Trade Zone Ave., Upper Marlboro, MD 20774
Term of Contract:	One year, with four one-year renewal options
Minority Status	Yes (Rudolph's Office and Computer Supply Inc.)
Minority Classification	Woman-owned

RECOMMENDATION

It is recommended that the Board of Trustees approve a one-year award of contract for custodial supplies to Rudolph's Office and Computer Supply Inc. of Elkridge, Maryland, and Daycon Products Company Inc. of Upper Marlboro, Maryland, for a total estimated annual amount of \$350,000.

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 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 \$1,750,000.

BACKUP INFORMATION

Bid Summary (Board Members Only)

Bidders List (Board Members Only)

[Policy 63001: Procurement, Consultant Services, and Contracts](#)

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Johnson

Ms. Pullen

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 6A
December 8, 2025

Subject: Award of Contract, Custodial Supplies, Bid E426-002

WHEREAS, Pursuant to Md. (Educ.) Code Ann. Sec. 16-311 (c), a request for bid was publicly advertised on September 26, 2025, on the Montgomery College Procurement and the State of Maryland eMaryland Marketplace websites; and

WHEREAS, 54 firms downloaded the request for bid from the Montgomery County Government procurement website, of which 33 were identified as minority business enterprises; and

WHEREAS, Six responses, including one no-bid, and one response declared non-responsive, were received, read aloud, and recorded in the office of procurement, beginning at 3:00 p.m. on October 23, 2025; and

WHEREAS, Upon evaluation of all participating vendor proposals by Montgomery College procurement staff, Rudolph's Office and Computer Supply Inc. of Elkridge, Maryland, and Daycon Products Company Inc. of Upper Marlboro, Maryland, were the lowest-priced responsive-responsible bidders, meeting all College requirements; and

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

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

Resolved, That the Board of Trustees approve a one-year award of contract to Rudolph's Office and Computer Supply Inc. of Elkridge, Maryland, and Daycon Products Company Inc. of Upper Marlboro, Maryland, for custodial supplies on a collegewide basis, for an annual estimated not-to-exceed amount of \$350,000; and be it further

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

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

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 7A
December 8, 2025

**MODIFICATION OF POLICY 51001: PHILOSOPHY, PURPOSES, AND PROGRAM
COMMITMENTS**

General Information

Policy Number:	51001
Contained in Chapter:	Chapter Five
Policy Title:	Philosophy, Purposes, and Program Commitments
Policy Creation Date:	June 26, 1978
Most Recent Modification Date:	June 26, 1978

Changes, Additions, Deletions

Line Number	Purpose
Lines 3-9	These modifications update the language and articulate the College's foundational commitment to fostering individual potential and contributing to the vitality of society.
Line 11 - 28	These modifications strengthen the alignment of this policy with the College's mission and values.
Lines 29 - 32	This added language highlights the College's commitment to student-focused partnerships that address educational, social, and economic challenges.
Lines 30-32	This addition affirms the College's commitment to being the community's college.
Lines 34-27	This addition builds on the foundational philosophy to more clearly articulate this as an academic purpose.
Lines 39-42	This addition emphasizes the College's commitment to comprehensive and relevant educational programs and experiences that are aligned with student needs.
Line 46-52	These modifications emphasize the College's commitment to access and post-completion success.
Line 54-122	These modifications and deletions improve clarity and precision and provide a concise, principles-based framework that reflects the College's commitment to equity, belonging, academic quality, and continuous improvement in advancing its academic mission.
Lines 124-164	These deletions remove procedural details.
Lines 166 -167	This modification reflects standardized language being implemented across all policies.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the modifications to Policy 51001: Philosophy, Purposes, and Program Commitments, subsequently to be known as Policy 51001: Academic Affairs Philosophy and Program Commitments.

BACKUP INFORMATION

Resolution

[Policy 51001: Philosophy, Purposes, and Program Commitments](#)

RESPONSIBLE SENIOR ADMINISTRATOR

Dr. Price

RESOURCE PERSON(S)

Mr. Dietz

Dr. Van Camp

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 7A
December 8, 2025

**Subject: Modification of Policy 51001: Philosophy, Purposes, and Program
 Commitments**

WHEREAS, The Board of Trustees created Policy 51001: Philosophy, Purposes, and Program Commitments in 1978; and

WHEREAS, The policy has served an important purpose in establishing Montgomery College's educational philosophy and core program commitments; and

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

WHEREAS, This resolution aligns with Montgomery College Strategic Plan Goal 2: Cultivate a sense of belonging for everyone at the College; and

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

Resolved, That Policy 51001: Philosophy, Purposes, and Program Commitments is amended as indicated in the attached draft and be subsequently hereafter named Policy 51001: Academic Affairs Philosophy and Program Commitments; and be it further

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

Chapter: ~~Educational Program~~ Academic AffairsModification No. 0012Subject: Academic Affairs ~~Philosophy, Purposes,~~ and Program CommitmentsI. Philosophy

~~Montgomery College is founded on the principle that Tthe vitality of American society and the advancement of its the quality of life of its members depend on require the sustained development of the capacities and abilities of all persons in order that they may realize their individual potential. goals and best contribute to the common welfare. Montgomery Accordingly, the College is committed to educational programs that advance personal growth and civic contribution. was established and continues to be developed on the basis of this principle.~~

II. ~~The College is committed strives to providing offer an enriching and comprehensive personal learning that actively engages experience to students, faculty, staff, and the broader community. At our core, we believe in fostering a sense of belonging by ensuring access and welcoming all individuals into a diverse and inclusive community. We are dedicated to The national, international, and ethnic heritage of the community ensuring that every person receives the support they need to succeed and complete their educational journey with purpose and impact. We uphold excellence and integrity in our teaching and service duties, striving to meet the highest standards in our learning environments and curricula. as reflected in the student body contributes to the learning experience, offering a unique opportunity for students to increase their interest in and appreciation of diverse cultures. Encouragement of such intercultural understanding enhances the ability to appreciate individual differences and to communicate ideas for solving local, national, and international problems.~~

~~The College as an educational resource center, is committed to extend its services into the community and to lend assistance in the search for solutions to community problems. In providing these services, the College acknowledges its responsibility and desire to participate actively with public, private, civic, and governmental agencies.~~

III. ~~Through deeply situated student focused partnerships with educational entities, business and industry, and community organizations, the College responds with purpose and intentionality to educational, social, and economic challenges.~~

IV. ~~The College is committed to educational programs that ensure post-completion success, advance personal growth, equity, inclusion, social justice, and civic contribution, and regularly reviews and renews its catalog of educational programs with a critical lens which focuses on effecting transformation at scale.~~

V. ~~The College provides exceptional comprehensive educational experiences for students, faculty, staff, and the broader community, provides students with support that authentically aligns with their need, and regularly renews programs and curricula to ensure currency and relevance.~~

II. Purposes

VI. ~~Montgomery College is a public, multicampus, comprehensive community college established and supported by Montgomery County and the State of Maryland for the~~

primary purpose of providing accessible, high-quality education, appropriate and essential education and training that prepares out students for post-completion success in the workforce, at transfer institutions, and/or in their personal, social, and civic lives, beyond high school. ~~The College's policies and purposes are intended to be consistent with its philosophy and with the relevant laws and regulations of the State of Maryland.~~

VII. ~~In keeping with its philosophy,~~ Montgomery College ~~has an obligation to will:~~

- A. Maintain an ~~excellent~~exceptional comprehensive educational program ~~designed to meet~~ responsive to the ~~diverse and changing~~ educational, social, economic, and cultural needs of the community.
- B. Maintain ~~an~~ open admissions ~~policy~~ programs which shall provide educational opportunities for all ~~eligible citizens~~ who desire to enroll, ~~regardless of their educational background, ranging from those with exceptional high school records to those who lack a high school diploma.~~
- C. Maintain ~~Continue~~ its commitment to ~~an~~ equal opportunity/~~affirmative action~~ in student admissions and other student-related policies and procedures, in accordance with Policy 41002: Equal Education and Non-Discrimination Policy. ~~The College widely publicizes its programs and services and seeks out and encourages admittance of those whose background might otherwise have precluded development of a desire for self-improvement at the college level. The College assures equal opportunity to all in the admissions process, in student financial assistance, in other student services and procedures, and in employment, without regard to age, sex, race, color, handicap, religious belief, or national origin.~~
- D. Promote ~~Require and facilitate~~ high quality ~~standards for~~ academic performance and foster a culture of sustained, rigorous intellectual engagement in alignment with the College's mission of access, ~~discipline.~~
- E. Provide ~~student~~ instructional and ~~nonacademic~~ co-curricular support services designed to assist students in their educational development, ~~in their~~ determination of ~~realistic~~ their educational goals, and in the ~~ir~~ achievement of ~~those~~ goals.
- F. Provide a supportive ~~favorable~~ learning environment ~~climate to meet the needs of a diverse student body~~ by maintaining ~~a close student/teacher~~ strong student-teacher relationships, ~~individualized instruction,~~ and ~~above all,~~ ensuring a faculty and administration mutually committed to providing quality educational experiences and instruction and continued improvement in teaching methods research, and application of inclusive, culturally responsive, and equity-focused instructional methods that meet the needs of diverse learners.
- ~~G.~~ ~~Build into the framework of College programs and curriculums: (1) A recognition that many problems and ideas are global in scope, and (2) an appreciation of the intercultural variances and richness within and beyond our own community.~~
- G.H. Provide for professional growth opportunities for the College's faculty,

administrators, and staff designed to support and improve educational programs and student success outcomes.

II. ~~Take a data-driven~~ informed approach to ~~C~~continually reviewing the College's programs and services in order to provide high quality education al experiences in the most effective and ~~economical~~ fiscally prudent manner.

Through the implementation of these policies, Montgomery College endeavors to provide an educational environment ~~for each student to:~~ that contributes to the creation of a college-going culture and ensures students receive educational experiences of economic, social and community impact such that they are able to discover their passions and unlock their potential to transform lives, enrich the community, and change the world.

~~A. — Accurately and open-mindedly appraise people, goals, abilities, achievements, values, and behavior and to make decisions and base his/her conduct on such appraisals.~~

~~B. — Expand knowledge, understanding, and appreciation of the world.~~

~~C. — Develop the skills and basic intellectual qualities required for productive participation in further higher education experiences, continuing education, work with occupational proficiency, and to enjoy life as a mature person.~~

~~D. — Develop social responsibilities and leadership characteristics and to learn the economic, political, and social frameworks of our county, state and nation in order to establish a firm foundation for effective participation in a democratic society.~~

III. — Program Commitments

~~— Consistent with its philosophy, policies, and purposes, Montgomery College offers a high quality educational program which includes:~~

~~A. — Curricula preparing students for transfer to upper-division degree studies at universities and other colleges.~~

~~B. — Technical and semiprofessional curricula for students wishing to prepare for immediate employment.~~

~~C. — A broad-based general educational curriculum upon which students with undecided objectives can build.~~

~~D. — Credit and noncredit courses which may be utilized for enhancing employment, reemployment, retraining, and exploring interests in various professional and semiprofessional fields.~~

~~E. — A community services program which extends the resources of the College into the community.~~

~~F. — Forums, lectures, short courses, concerts, dramatic productions, art exhibits, athletics, and other activities, the purpose of which is to add balance to the total instructional program of the College.~~

~~G. — Academically and also vocationally oriented counseling services.~~

~~H. — A program designed to identify and help remedy students' academic deficiencies.~~

~~I. — An early placement program for qualified high school seniors wishing to supplement their secondary school courses and/or accelerate their college studies.~~

~~J. — An honors program for students of outstanding ability.~~

~~K. — An extensive summer program for students enrolled at the College, for undergraduates from other institutions, and for high school graduates who wish to begin their college studies.~~

~~— In all of the above programs and services, aimed at the development of the intellectual and cultural interests of its students, the College strives to be a vital multicampus, educational and cultural center of the community.~~

~~VIII.~~ The Board of Trustees authorizes the president to establish any procedures necessary to implement this policy

Board Approval: June 26, 1978; DATE.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 7B
December 8, 2025

MODIFICATION OF POLICY 32203: ACADEMIC RANK

General Information

Policy Number:	32203
Contained in Chapter:	Chapter Three
Policy Title:	Academic Rank
Policy Creation Date:	September 21, 1987
Most Recent Modification Date:	June 19, 2000

Changes, Additions, Deletions

Line Number	Purpose
Line 2	This modification standardizes the capitalization of academic rank titles to align with institutional style guidelines.
Lines 7-8	This addition incorporates the Visiting Professor rank.
Line 10	This modification is for clarity and focus.
Lines 14-15	This modification reflects standardized language being implemented across all policies.

RECOMMENDATION

It is recommended that the Board of Trustees adopt the modifications to Policy 32203: Academic Rank.

BACKUP INFORMATION

Resolution

[Policy 32203: Academic Rank](#)

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON(S)

Mr. Dietz
Ms. Leitch-Walker
Dr. Van Camp

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 7B
December 8, 2025

Subject: Modification of Policy 32203: Academic Rank

WHEREAS, The Board of Trustees created Policy 32203: Academic Rank in 1987; and

WHEREAS, The policy has served an important purpose in establishing and clarifying the academic rank titles authorized for full-time, part-time, and short-term College faculty; and

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

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

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

Resolved, That Policy 32203: Academic Rank is amended as indicated in the attached draft; and be it further

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

Chapter: Personnel

Modification No. 0056

Subject: **Academic Rank**

I. The following academic rank titles are authorized for full-time College faculty: Instructor; ~~a~~Assistant ~~p~~Professor; ~~a~~Associate ~~p~~Professor; and ~~p~~Professor.

II. The following academic rank titles are authorized for part-time College faculty: Lecturer, Adjunct I, and Adjunct II.

III. The academic rank Visiting Professor is authorized for short-term temporary appointments.

IV. For full-time faculty, ~~II.~~ ~~The~~ the assignment of academic rank titles is not associated in any manner with ~~full-time faculty~~ salary placement, advancement on the salary schedule, the award or renewal of contract, hiring preference, or any other conditions of employment.

V. The Board of Trustees authorizes the president to establish any procedures necessary to implement this policy.

Board Approval: September 21, 1987; June 19, 2000; DATE

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 7C
December 8, 2025

RETIREMENT OF POLICY 32204: DISTINGUISHED VISITING PROFESSOR

General Information

Policy Number:	32204
Contained in Chapter:	Chapter Three
Policy Title:	Distinguished Visiting Professor
Policy Creation Date:	September 21, 1987
Most Recent Modification Date:	September 21, 1987

Reason for Policy Retirement

This policy is being retired as its provisions will be incorporated into 32203: Academic Rank policy.

RECOMMENDATION

It is recommended that the Board of Trustees retire Policy 32204: Distinguished Visiting Professor.

BACKUP INFORMATION

Resolution

[Policy 32204: Distinguished Visiting Professor](#)

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Dietz
Ms. Leitch-Walker
Dr. Van Camp

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 7C
December 8, 2025

Subject: Retirement of Policy 32204: Distinguished Visiting Professor

WHEREAS, The Board of Trustees created Policy 32204: Distinguished Visiting Professor in 1987; and

WHEREAS, The policy has served in establishing the authorization of the academic rank title of Distinguished Visiting Professor for temporary short-term appointments; and

WHEREAS, The language, authorities, and expectations codified in College Policy 32204: Distinguished Visiting Professor can be appropriately incorporated into Policy 32203: Academic Rank; and

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

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

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

Resolved, That Policy 32204: Distinguished Visiting Professor be retired as indicated in the attached draft; and be it further

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

Chapter: Personnel

Modification No. 001

Subject: **Distinguished Visiting Professor**

- 1 The Board of Trustees authorizes the academic rank title of "Distinguished Visiting Professor."
- 2 The establishment of such a professorship classification is designed to attract to the College
- 3 some very distinguished scientists, humanists, performing artists, and others by offering them a
- 4 temporary short-term appointment with the College.

Board Approval: September 21, 1987.

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 7D
December 8, 2025

NEW POLICY 70001: RESPONSIBLE USE OF EMERGING TECHNOLOGIES

General Information

Policy Number:	70001
Contained in Chapter:	Chapter Seven
Policy Title:	Responsible Use of Emerging Technologies

Reason for Policy

The purpose of this policy is to establish shared expectations for the responsible, ethical, equitable, and human-centered use of emerging technologies at the College; ensure compliance with applicable laws and College policies; maintain human accountability; and support the mission-aligned, appropriate use of these tools.

Purpose of Each Policy Element

Section	Purpose
I.	This policy statement affirms that the College recognizes the potential of emerging technologies and encourages their responsible use to foster innovation and advance the College's mission.
II.	This section highlights the expectation of human-centered, equitable, and ethical use of emerging technologies.
III.	This section establishes the expectation of human accountability when using emerging technologies.
IV.	This section emphasizes the College's commitment to providing appropriate tools and resources to support emerging technology literacy.
V.	This section emphasizes that all use of emerging technologies must comply with applicable laws, terms of service, policies, and procedures.
VI.	This section grants the president the authority to establish procedures for implementing the policy.

RECOMMENDATION

It is recommended that the Board of Trustees adopt Policy 70001: Responsible Use of Emerging Technologies.

BACKUP INFORMATION

Resolution

Policy 70001: Responsible Use of Emerging Technologies

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Dietz

Dr. Van Camp

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 7D
December 8, 2025

Subject: New Policy 70001: Responsible Use of Emerging Technologies

WHEREAS, The Board of Trustees and the president have identified the need for a policy to ensure the responsible and ethical use of emerging technologies, support compliance with applicable laws, and establish guidance for the College community; and

WHEREAS, The issues related to the use of emerging technologies to transform higher education and workforce expectations have been researched under the direction of the president; and

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

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

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

Resolved, That Policy 70001: Responsible Use of Emerging Technologies be adopted as indicated in the attachment; and be it further

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

Chapter: Information Technology

Modification No. 001

Subject: **Responsible Use of Emerging Technologies**

- 1 I. The Board of Trustees recognizes that emerging technologies amplify human capability
2 and hold the potential to fundamentally transform how we live, learn, and work and
3 understands that such technologies can play a critical role in advancing educational and
4 organizational effectiveness. The College therefore expects all members of the College
5 community engaging with emerging technology to do so in ways that foster innovation
6 and advance the mission to transform lives, enrich the community, and change the world.
7
- 8 II. The College further affirms that the responsible and ethical use of emerging technologies
9 as collaborative tools must be realized in ways that are human-centered, equitable, and
10 trustworthy, and that remain aligned with the College's mission and values.
11
- 12 III. All College employees and students using emerging technologies should approach these
13 tools as augmenting, not replacing, human judgment and accountability. They are further
14 expected to take reasonable steps to understand the capabilities and limitations of such
15 technologies, including using College-provided tools and resources and becoming
16 familiar with evolving guidelines.
17
- 18 IV. The College is committed to providing equitable and appropriate access to the tools,
19 resources, and training necessary to support emerging technology literacy among
20 College employees and students, consistent with their roles and the impact of such
21 systems on their work and learning, and within the College's operational and fiscal
22 capacity.
23
- 24 V. The use of any emerging technology tool must comply with applicable federal, state,
25 and/or county laws and regulations, the terms of service or privacy policy published by
26 the tool, and all College policies and procedures.
27
- 28 VI. The Board of Trustees authorizes the president to establish any procedures necessary to
29 implement this policy.

Effective Date:

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Agenda Item Number: 8
December 8, 2025

**THE MONTGOMERY COLLEGE AUDIT FOR
YEAR ENDED JUNE 30, 2025**

BACKGROUND

Montgomery College is required to conduct an annual audit of the College's financial statements and to prepare and have audited statutory financial statements included in the Annual Financial Report to the Maryland Higher Education Commission (MHEC-CC-4).

These audits of financial statements for the year ended June 30, 2025, and MHEC-CC-4, also dated June 30, 2025, were conducted by CLA (CliftonLarsonAllen LLP), certified public accountants and consultants.

The annual audit reports were presented to the Board's Audit Review Subcommittee and to the Board's Audit Committee for review and comment.

RECOMMENDATION

It is recommended that the Board of Trustees accept the audited financial statements for year ended June 30, 2025.

It is further recommended that the Board of Trustees accept the Annual Financial Report to the Maryland Higher Education Commission (MHEC-CC-4) from Montgomery College for June 30, 2025.

BACKUP INFORMATION

Board Resolution

[Policy 10401: External Audit](#)

Audited Financial Statements for June 30, 2025 (Board Members only)

Annual Financial Report to the Maryland Higher Education Commission (MHEC-CC-4 June 30, 2025) (Board Members only)

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Greaney

**BOARD OF TRUSTEES
MONTGOMERY COLLEGE**

Resolution Number:
Adopted on:

Agenda Item Number: 8
December 8, 2025

Subject: The Montgomery College Audited for Year Ended June 30, 2025

WHEREAS, Montgomery College is required to conduct an annual audit of the College's financial statements; and

WHEREAS, The audit of financial statements for June 30, 2025, was conducted by CliftonLarsonAllen LLP, (CLA) certified public accountants and consultants; and

WHEREAS, The audit report was conducted in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in Government Auditing Standards, issued by the comptroller general of the United States; and

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

WHEREAS, The annual audit report was presented to the Board's Audit Review Subcommittee and to the Board's Audit Committee for review and comment; and

WHEREAS, The Board of Trustees was informed that the College's financial statements present fairly, in all material respects, the respective financial position of the business-type activities and the discretely presented component unit of Montgomery College, and the aggregate remaining fund information of the College as of June 30, 2025, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America; and

WHEREAS, The president of the College and the Audit Committee recommend that the Board of Trustees accept the above resolution; now therefore be it

Resolved, That the Board of Trustees accepts the Montgomery College Audit for Year Ended June 30, 2025.