



BOARD OF TRUSTEES  
MONTGOMERY COLLEGE

# PUBLIC BOARD MEETING AGENDA

Central Services Building ▪ Board Room ▪ 9221 Corporate Boulevard, Rockville, Maryland  
[Link to join Zoom](#) ▪ By phone: 301-715-8592 ▪ Webinar ID: 955 1788 6262

**BOARD OF TRUSTEES**

**March 16, 2026**

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

**7:00 p.m.**

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

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

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

Marvin Dickerson  
TERM ENDS JUNE 30, 2030

David A. Hill  
TERM ENDS JUNE 30, 2030

Omar A. Lazo  
TERM ENDS JUNE 30, 2027

Jacqueline C. Manger  
TERM ENDS JUNE 30, 2031

Marcia Brown Mintz  
TERM ENDS JUNE 30, 2031

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

PRESIDENT AND  
SECRETARY-TREASURER  
Dr. Jermaine F. Williams

1. Call to Order .....Procedural
2. Roll Call ..... Procedural
3. Approval of Agenda .....Procedural
4. Reports .....Information
  - A. President’s Report
  - B. Committee and Liaison’s Reports
    - i. Student Success and Economic Impact Committee Report
    - ii. Board Development and Succession Committee Report
    - iii. Montgomery College PIC MC Foundation Liaison’s Report
  - C. Chair’s Report
5. Consent Agenda .....Action
  - A. Minutes
    - i. February 16, 2026 Public Vote and Closed Session Minutes
    - ii. February 16, 2026 Public Meeting Minutes
    - iii. February 26, 2026 Public Vote and Closed Session Minutes
  - B. Personnel Actions Confirmation Report
  - C. Fiscal Year 2027 Schedule of Board Meetings
6. Award of Contract (Sole Source) .....Action
 

Sole Source Award of Contract, Continuation of Workday Enterprise Resource Planning Software Solution Subscription
7. Awards of Contract (Competitive) .....Action
  - A. Award of Contract, Construction Manager at Risk for the Student Services Center, Germantown Campus, Bid 626-002

- B. Award of Contract, Construction Manager at Risk for Macklin Tower Library Renovation, Rockville Campus–Part 2, Guaranteed Maximum Price No. 2, Bid 625-004
- C. Award of Contract, Promotional Products Online Store, Bid e926-005
- 8. Policy Matter .....Action  
Modification of Policy 61004: College Investment Program
- 9. New Business.....Procedural
- 10. Trustee Comments .....Procedural
- 11. Adjournment .....Procedural

**NOTICES**

BOARD OF TRUSTEES INFORMATION. The Board’s meeting schedule, agendas, meeting minutes, and records of resolutions are available at [www.montgomerycollege.edu/bot](http://www.montgomerycollege.edu/bot).

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

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

COMMUNICATIONS ACCOMMODATIONS. For special accommodations in communicating with the Board, contact 240-567-5272 or [trustees@montgomerycollege.edu](mailto:trustees@montgomerycollege.edu).

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 5B  
March 16, 2026

**PERSONNEL ACTIONS CONFIRMATION REPORT**

BACKGROUND

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

RECOMMENDATION

It is recommended that the Board adopt the attached report.

BACK-UP INFORMATION

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

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Ms. Leitch Walker

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number:  
March 16, 2026

**Subject: Personnel Actions Confirmation**

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

WHEREAS, The attached summary indicates related personnel actions taken by the College during the period January 1, 2026, through January 31, 2026; and

WHEREAS, The 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 January 1, 2026, through January 31, 2026**

**STAFF**

**STAFF EMPLOYMENTS**

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

**STAFF SEPARATIONS**

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

**STAFF EMPLOYMENTS: Ethnicity and Gender**

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

**STAFF SEPARATIONS: Ethnicity and Gender**

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

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\* Less than one year

<sup>1</sup> Retirement

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

**FACULTY**

**FACULTY EMPLOYMENTS**

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

**FACULTY SEPARATIONS**

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

<sup>1</sup> Retirement

**FACULTY EMPLOYMENTS: Ethnicity and Gender**

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

**FACULTY SEPARATIONS: Ethnicity and Gender**

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

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**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 5C  
March 16, 2026

**FISCAL YEAR 2027 SCHEDULE OF BOARD MEETINGS**

BACKGROUND

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

RECOMMENDATION

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

BACKUP INFORMATION

Board Resolution  
Montgomery College Board of Trustees Schedule of Meetings for Fiscal Year 2027 (Board Members only)

RESPONSIBLE SENIOR ADMINISTRATOR

Ms. Lee

RESOURCE PERSON

Ms. Cordova

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number:  
March 16, 2026

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

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

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

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

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

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

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

Resolved, That the Board of Trustees adopts the attached Fiscal Year 2027 Schedule of Board Meetings.

BOARD OF TRUSTEES  
 Montgomery College  
 Fiscal Year 2027 Schedule of Meetings  
 Reviewed on: February 16, 2026

					<i>OTHER ACTIVITIES AND EVENTS (RSVP NEEDED FOR MOST. NUMBER OF ATTENDEES IS LIMITED. )</i>	
	<b>BOARD MEETINGS</b> <i>(Mondays, unless noted, 6:00 pm closed, 6:30 pm public)</i>	<b>CONFERENCE SESSIONS,</b> <i>(4:45 pm)</i>	<b>BOARD RETREATS</b>	<b>PERIODIC REPORTS TO THE BOARD<sup>1</sup></b>	<b>BOARD DEVELOPMENT AND CONFERENCES</b>	<b>SPECIAL EVENTS AND OTHER BOARD DATES</b>
JUN					18: Board Officers Kickoff Meeting	
JUL						
AUG					5-7: ACCT Governance Leadership Institute 12: New Trustee Orientation	
SEP	<b>Tuesday, 22</b>	<b>Tuesday, 22</b>	11 (Friday): Retreat	4th Q Facilities Updates 4th Q Budget Report 4th Q Construction Change Order Report Performance Accountability Report		
OCT	<b>19</b>	<b>19</b>		FY28 Capital Budget Presentation Clery Report	21-24: ACCT Leadership Congress	
NOV	<b>16</b>	<b>16</b>		1st Q Facilities Updates 1st Q Budget Report 1st Q Construction Change Order Report Progress Toward Transformational Aspirations and Strategic Plan		
DEC	<b>14</b>	<b>14</b>		FY28 Operating Budget Presentation FY26 Audit Presentation		14: Board's Audit Committee Meeting <sup>2</sup>
JAN	<b>Wednesday, 27</b>	<b>Wednesday, 27</b>			TBD: MACC Conference	
FEB	<b>15</b>	<b>15</b>		2nd Q Facilities Updates 2nd Q Budget Report 2nd Q Construction Change Order Report Progress toward Strategic Plan Intended Outcomes	7-10: ACCT Legislative Summit	
MAR	<b>15</b>	<b>15</b>				
APR	<b>19</b>	<b>19</b>				
MAY	<b>17</b>	<b>17</b>	7 (Friday): Retreat	3rd Q Facilities Updates 3rd Q Budget Report 3rd Q Construction Change		TBD: Harry Harden Awards 21: Commencement
JUN	<b>21</b>	<b>21</b>		Programs of Cultural Diversity Progress Report	22: Board Officers Kickoff Meeting	

1. This section identifies the regularly scheduled reports to come before the Board.

2. Based on Bylaws section I.G.1a, the Audit Committee is a standing committee of the Board. It is a committee of the whole Board and chaired by the First Vice Chair.

Updated on: February 9, 2026

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 6  
March 16, 2026

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

BACKGROUND

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

RECOMMENDATION

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

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

BACK-UP INFORMATION

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

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Ms. Hamilton  
Mr. Johnson

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 6  
March 16, 2026

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

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

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

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

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

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

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

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

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 7A  
March 16, 2026

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

**BACKGROUND**

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

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

**RECOMMENDATION**

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

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

This recommendation will be followed by the CMAR's submission of a GMP under Part 2, covering all associated construction project costs.

BACK-UP INFORMATION

Bid Summary (Board Members Only)  
Bidders List (Board Members Only)  
Policy 82001: Construction Projects

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Johnson  
Ms. Pullen

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 7A  
March 16, 2026

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

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

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

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

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

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

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

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

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

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 7B  
March 16, 2026

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

BACKGROUND

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

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

RECOMMENDATION

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

BACKUP INFORMATION

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

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSONS

Mr. Johnson  
Ms. Pullen

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number:  
March 16, 2026

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

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

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

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

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

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

WHEREAS, This 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 an award of contract to Henley Construction Co., Inc. of Gaithersburg, Maryland for all necessary materials, labor, equipment, supervision, bonds, and insurance for the replacement of the Rockville Campus Macklin Tower Library roof, along with limited HVAC upgrades, for a one-time GMP Number 2 of \$12,473,317; and be it further

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

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 7C  
March 16, 2026

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

**BACKGROUND**

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

**RECOMMENDATION**

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

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

**BACKUP INFORMATION**

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

**RESPONSIBLE SENIOR ADMINISTRATOR**

Dr. Campbell

**RESOURCE PERSONS**

Ms. Neal  
Mr. Johnson

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number: 7C  
March 16, 2026

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

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

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

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

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

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

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

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

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

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

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Agenda Item Number: 8  
March 16, 2026

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

**General Information**

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

**Changes, Additions, Deletions**

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

RECOMMENDATION

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

BACKUP INFORMATION

Resolution  
Policy 61004: College Investment Program

RESPONSIBLE SENIOR ADMINISTRATOR

Mr. Collette

RESOURCE PERSON

Mr. Dietz  
Dr. Van Camp

**BOARD OF TRUSTEES  
MONTGOMERY COLLEGE**

Resolution Number:  
Adopted on:

Agenda Item Number:  
March 16, 2026

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

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

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

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

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

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

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

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

Chapter: Fiscal and Business Services

Modification No. 0078

Subject: **College Investment Program**

~~I. Policy~~

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

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

~~III. Scope~~

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

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

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

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

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

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

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

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

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

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

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

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

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

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

E. Use competitive purchasing practices except when impractical.

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

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

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

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

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J. Avoid any action that could enhance the personal financial position of an employee with responsibilities for College investments. Employees are required to disclose any material financial interests or investment positions that may create, or appear to create, a conflict of interest related to the investment of College funds. All disclosures shall be made in accordance with State ethics requirements

K. Act in accordance with the requirements of law and regulation and any additional requirements adopted by the State Treasurer under COMAR Title 25, Subtitle 03, Chapter 04.

V. The primary objectives of the College's investment activities, in order of priority, shall be:

A. Safety: Safety of principal is the foremost objective of the investment program.

B. Liquidity: The College's investment portfolio will remain sufficiently liquid to enable the College to meet anticipated cash flow requirements while providing flexibility to meet unanticipated cash requirements on a timely basis.

C. Return on Investment: The College's investment program shall be designed to minimize risk while maximizing return.

VI. The college will maintain a system of internal controls for safeguarding the financial assets of the college including accurate recordkeeping, asset handling and timely accounting and reporting pursuant to federal, state or college compliance guidelines.

VII. The College is committed to managing its investments in a manner that reflects its mission and values and shall not knowingly hold or acquire investments that are fundamentally inconsistent with those mission and values.

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

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Board Approval: May 21, 1984; March 24, 1986; July 17, 1989, effective July 1, 1989; July 19, 1993; October 16, 1995; January 22, 2002; June 18, 2012; DATE.