From:	The President
To:	MC Communications List
Subject:	Authorization of One-time Payments and Succession Planning Incentive
Date:	Tuesday, December 20, 2011 8:55:51 AM

MONTGOMERY COLLEGE
Office of the President

December 20, 2011

MEMORANDUM

To: Montgomery College Colleagues

From: Dr. DeRionne P. Pollard, President

Subject: Authorization of One-time Payments and Succession Planning Incentive

As we prepare for winter break, I want to thank all of you for your dedication, support, and shared sacrifice during continued budgetary challenges. Your efforts ensure that we remain committed to serving our students and our community.

I believe that our institutional strength comes from our talented faculty, staff, and administrators. Therefore, I'd like to share an important plan that recognizes the value of all employees at our institution.

First, the Board of Trustees recently approved all collective bargaining agreements and a resolution authorizing one-time lump sum payments at the December 12 meeting. These one-time payments total two percent (2%) of the base salary for all full-time faculty, staff, administrators, and part-time faculty.

Regarding full-time faculty, staff, and administrators, a payment of one-half of one percent (.5%) payment will be included in the payroll check dated December 30, 2011. The payment amount will be listed on the pay stub as "bonus." Next year, a second payment of one and one half percent (1.5%) will be paid to all employees no later than June 30, 2012.

For part-time faculty, the payment will be made as a one-time, lump sum payment of two percent (2%) and is scheduled for no later than March 15, 2012.

Because of all your efforts, the College is able to authorize these one-time payments as a result of savings derived from fiscal austerity measures, which have been in place for several years, and by continuing prudent fiscal stewardship. However, due to continuing fiscal constraints, there are no compensation increases anticipated in FY13.

Should you have any questions concerning the one-time payments, please contact Jacia Smith, interim director of employee engagement and labor relations, at 7-5361.

After returning from break, we will share additional information concerning the development of a new succession planning incentive, as part of an overall talent management strategy for the College. As you have heard me mention before, as of next July 1, 2012, there will be

nearly 500 employees eligible to retire out of our approximately 1,800 staff, full-time faculty, and administrators. By offering an incentive to consider retirement, the College will then have the opportunity to effectively plan for the orderly transition of our workforce.

The initial outline of this plan would allow employees who are already eligible to retire to choose to apply for this incentive and then elect an irrevocable retirement date in the future fiscal year. If granted, the employee would then enter into a knowledge transfer contract, which will help to ensure the successful transition of essential knowledge to others prior to their retirement. Employees accepting this incentive would not be eligible for rehire, with the exception of possibly returning as part-time faculty members. The succession planning incentive also supports the College's efforts to remain relevant by allowing for an appropriate and timely evaluation of the positions as they become vacant, based on the strategic plan and future needs of the College.

The development of this incentive plan will include discussions with AAUP and AFSCME, and it will be contingent upon the review of the Board of Trustees and Montgomery County.

In closing, I want to thank all of you for your hard work and dedication toward bringing another semester to a successful close. It is my sincere hope that the coming winter break will provide you with an opportunity to relax and rejuvenate your spirit, while enjoying the company of friends and family. Please know that I look forward to working together with all of you in the coming New Year.