

*Montgomery College  
Personnel Profile*

*Office of Human Resources*

*March 2011*

## Executive Summary

This report provides a profile of Montgomery College's employees in four major job categories - staff, full-time faculty, part-time faculty, and administrators as sorted by gender, race, and discipline groupings. This report also gives a brief overview of benefit participation by employee type and retirement eligibility.

## Highlights

- In the fall 2010, there were 1780 regular employees and 35 temporary with benefits staff.
- While there has been an increase in non-white representation in the faculty category and a slight decrease in the administrator category, the staff category remained steady. Additionally, female representation increased slightly in the administrative category, remained steady in the staff category, and decreased slightly in the faculty category.
- Over 56% of full-time faculty and 47% of staff are over 50 years old. These percentages represent a slight increase over the previous year. During the same time period, the number of administrators over 50 years of age decreased from 63% to 61%.
- Approximately 4.6% of the operating budget was spent on employee group insurance. This includes health, dental, life, accidental death & dismemberment (AD&D), and long term disability (LTD) insurance. An average of \$5,828 per position was spent on group insurance in fiscal year 2010.
- As of July 1, 2011, over 50% of our faculty and 44% of our staff (50% and 23% respectively in 2010) are eligible to retire in the next 5 years. These percentages represent regular employees, including administrative, associate, and support staff enrolled in one of three retirement plans.
- In Fall 2010 there were 26 full-time faculty hires. Of those hired, 8 were temporary appointments for either 1 semester or 1 academic year replacing faculty on leave or on an alternate assignment within the College.
- In Fall 2010, credit part-time faculty were 30% non-white and 56% female.

## Discussion and Implications

Employee salaries (65.5%) and benefits (13.3%) make up 78.8% of the FY11 budget. Continued budget constraints may lead to the elimination of more positions and the consideration of retirement buyouts. As of the end of January 2011, 19 full-time and 3 part-time staff positions have been eliminated from the FY11 budget.

Projected continued increase in retirements, along with normal employment separations among faculty and staff will pose substantial challenges for the College. Without the addition of more positions, the College will need to consider reallocating positions to areas in need and/or restructuring the organization. Currently, the Office of Human Resources is in the beginning stages of learning the technology that will assist in the development of the College's succession planning program. Full implementation is expected by FY13. A Strategic Talent Management Committee will be appointed to implement an integrated talent management approach for the College and begin to engage key strategies that can be immediately and easily implemented for staff and administrators. As collegewide deans annually review faculty positions to be filled, consideration is given to where there is the greatest need.

The College's benchmark in the State Performance Accountability Report (PAR) is that 30% of instructional full-time faculty will be non-white by July 2011. Since the target date is fast approaching, recruitment and selection will require sufficient effort to reach our goal. In Fall 2010, non-white instructional faculty accounted for 29.5% of the instructional total. Notably, non-instructional faculty have a 47.7% non-white contingent.

Some comparable data exists to compare MC employees with the other Maryland community colleges' employees. While full-time faculty at the College are 58% women and 29.5% nonwhite and their average salary is \$77,400, the comparable figures for the rest of the community colleges are 59%, 19.6%, and \$63,200, respectively. The student faculty ratio (as determined by MHEC) at MC is 19.8, compared to the 16.9 ratio for the rest of the community colleges, and among all full-time employees at the College, 44% are nonwhite compared to 27% for the other community colleges. Census data for Montgomery County report that 50.7% of the County's residents are minority (i.e., are other than non-Hispanic whites).

As a result of the significant increase in Maryland's Unfunded Pension Liability, a Public Employees' and Retirees' Benefits Sustainability Commission was appointed to examine a number of different issues surrounding the fiscal concern. One of the recommendations coming from the Commission was that the State phase in over at least three years a requirement that local boards of education, community colleges, and libraries pay half of the total retirement costs for their employees who are members of the combined teachers' retirement and pension system. Total retirement costs are defined as the sum of the employer contribution for members of the combined teachers' pension and retirement system and the employer share of Social Security costs for these employees.

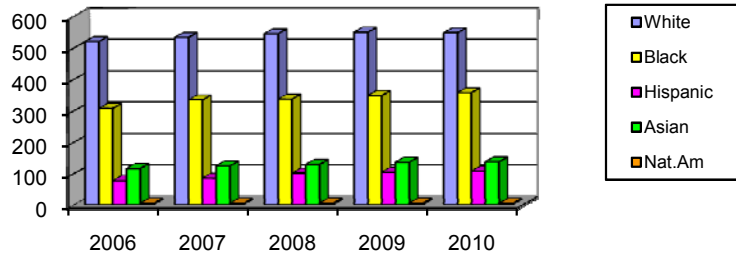
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Montgomery College

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Employee Profile - Associate and Support Staff

**Associate & Support Staff Ethnicity Profile**

- \* From 2006 to 2010 there has been over a 12.5% increase in staff employees.
- \* Non-white staff representation increased from 49% in 2006 to slightly over 52% in 2010.
- \* In 2010 there were 64 staff separations. Retirements accounted for 15 of the total.
- \* Included in the total staff for 2010 are 35 temporary with benefit employees. These positions are not included as regular budgeted positions, but are grant funded or meet temporary needs.



	White	Black	Hispanic	Asian	Nat. Am	Total	Male	Female
2006	519	306	76	115	4	1020	423	597
2007	532	333	84	123	4	1076	438	637
2008	544	336	100	128	5	1113	469	644
2009	549	347	103	135	5	1139	481	658
2010	547	356	106	136	4	1149	485	664

\*Includes temporary with benefit employees.

**Associate & Support Staff  
Age and Years of Service in '10**

\*Includes 35 temporary with benefits employees.

	Years of Service						Total
	Less than 10	10 - 14	15 - 19	20 - 24	25 - 29	30 or more	
Less than 36	158	13					171
36 - 40	93	12	11				116
41 - 45	78	35	12	14	2		141
46 - 50	102	38	10	24	10	1	185
51 - 55	101	41	13	27	14	7	203
56 - 60	80	31	15	19	11	27	183
61 - 65	36	18	11	15	8	21	109
66 and greater	9	6	5	6	4	11	41
<b>Total</b>	<b>657</b>	<b>194</b>	<b>77</b>	<b>105</b>	<b>49</b>	<b>67</b>	<b>1149</b>

- \* 74% (851) of staff employees have less than 15 years of service.
- \* 10% (116) have 25 or more years of service.
- \* 37% (448) are less than 46 years of age.
- \* Almost 34% (388) are between 46 and 55 years of age.
- \* Over 10% (122) are over 55 and have 20 or more years of service.

\*Years Of Service - Complete years of creditable service as of December 31, 2010  
May include early service in the Public School System.

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Full-Time Faculty

\* Full-time faculty increased slightly in 2010, with an eight member increase over fall 2009 and 18 new positions.

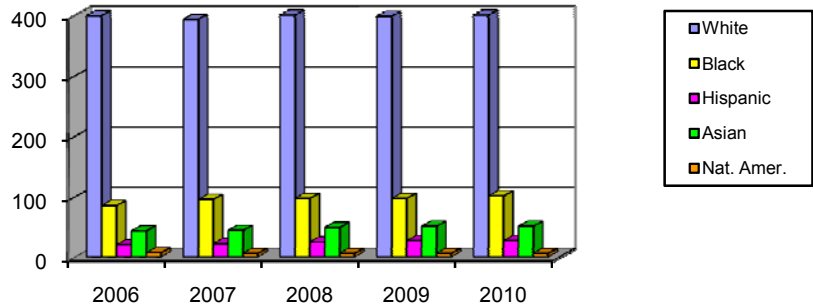
\* Non-white faculty represented about 28% of the faculty in 2006. In 2010 that percentage rose to over 31% (percentage includes both instructional & non instructional faculty).

\* From 2006 to 2010 female faculty employees have increased from 57% of the total faculty to slightly over 58%.

\* There were 26 faculty separations in 2010. Of those, 4 were retirements.

\* In fall 2010 there were 26 new hires. Almost 31% of the new hires are non-white and 73% are female. Of the 26 hires, 8 were temporary appointments.

**Full-Time Faculty Ethnicity Profile**



	White	Black	Hispanic	Asian	Nat.Am	Total	Male	Female
2006	399	85	20	43	7	554	238	316
2007	393	95	22	44	6	560	241	319
2008	401	97	25	49	6	578	244	334
2009	398	97	27	51	6	579	237	342
2010	402	101	27	51	6	587	245	342

**Full-Time Faculty  
Age and Years of Service in '10**

	Years of Service						Total
	Less than 10	10 - 14	15 - 19	20 - 24	25 - 29	30 or more	
Less than 36	52						52
36 - 40	52	5					57
41 - 45	58	17	2				77
46 - 50	45	16	7	3			71
51 - 55	46	19	10	8	3		86
56 - 60	33	17	19	17	8	2	96
61 - 65	23	13	16	11	7	12	82
66 and greater	14	9	6	10	5	22	66
<b>Total</b>	<b>323</b>	<b>96</b>	<b>60</b>	<b>49</b>	<b>23</b>	<b>36</b>	<b>587</b>

\* 71% (419) of full-time faculty have less than 15 years of service.

\* 10% (59) have 25 or more years of service.

\* Almost 32% (186) are less than 46 years of age.

\* 27% (157) are between 46 and 55 years of age.

\* 16% (94) are over 55 and have 20 or more years of service.

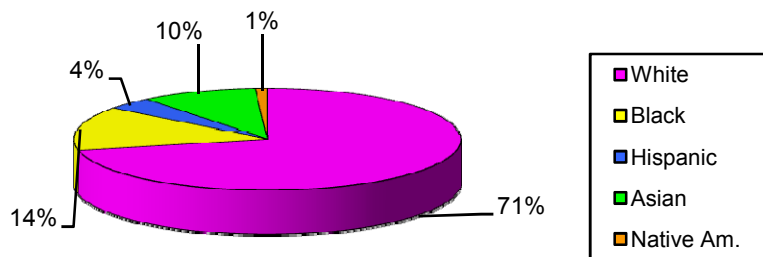
\* 25% (148) are over 60 years old.

\*Years Of Service - Complete years of creditable service as of December 31, 2010.

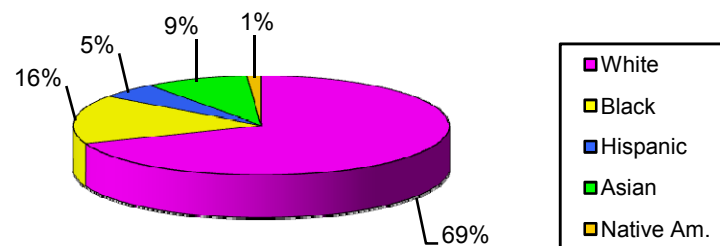
May include early service in the Public School System.

## Full-Time Faculty Composition By Campus

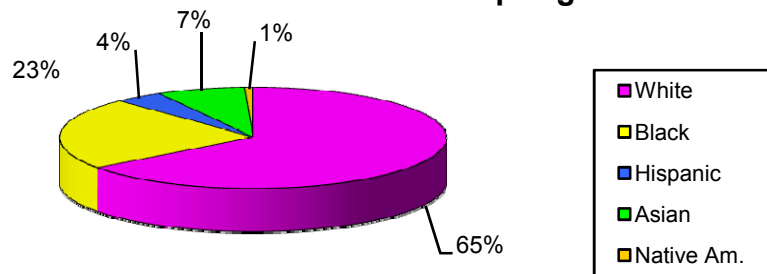
**Germantown**



**Rockville**



**Takoma Park/Silver Spring**



	Germantown		Rockville		Takoma Park/Silver Spring	
	Total #	% of Total	Total #	% of Total	Total #	% of Total
Male	46	45%	145	43%	54	36%
Female	56	55%	192	57%	94	64%
	102		337		148	

# Full-Time Faculty Composition

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## FACULTY FACTS:

- ⊗ As of October 1, 2010, Montgomery College employed 587 full-time faculty.
- ⊗ Faculty in the Humanities disciplines account for 26% (151) of the total cohort, followed by 12% (71) in the Sciences and 11% (66) in Counseling.
- ⊗ Approximately 32% of the faculty are non-white. That total percentage consists of 17% black, 8% asian, 5% hispanic and 1% native american.
- ⊗ 330 (56%) faculty members hold the rank of Professor.
- ⊗ 183 (31%) full-time faculty have a doctorate degree.
- ⊗ 116 (20%) of the faculty are at the top of the faculty pay scale.
- ⊗ 8(1%) faculty are on temporary appointments. 85 (14%) faculty have 1 year appointments. 130 (22%) faculty have 3 year appointments. 341 (58%) faculty have 6 year appointments. 23 (4%) of the faculty have tenure. (No longer an available option)

Discipline Groups	White		Black		Hispanic		Asian		Native Amer		TOTAL
	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
<b>Natural Science</b>	22	18	8	8	2	1	6	5	0	1	71
<b>Mathematics</b>	17	15	4	2	2	1	4	6	0	0	51
<b>Humanities</b>	29	81	7	15	4	8	1	5	1	0	151
<b>Business &amp; Management</b>	12	7	3	1	0	0	2	2	0	0	27
<b>Health Professions</b>	4	23	1	7	0	1	0	5	0	0	41
<b>Computer &amp; Information Technology</b>	7	16	0	1	0	0	4	1	1	0	30
<b>Social Science/History</b>	22	20	5	5	3	1	1	2	0	2	61
<b>Visual &amp; Performing Arts</b>	28	14	4	0	1	0	0	2	0	1	50
<b>Leisure &amp; Fitness</b>	2	10	1	1	1	1	0	0	0	0	16
<b>Other</b>	15	5	1	2	0	0	0	0	0	0	23
<b>Counseling</b>	11	24	8	17	0	3	1	2	0	0	66
<b>Total</b>	169	233	42	59	13	16	19	30	2	4	587
<b>Percent of Total</b>	29%	40%	7%	10%	2%	3%	3%	5%	0%	1%	
	68%		17%		5%		8%		1%		



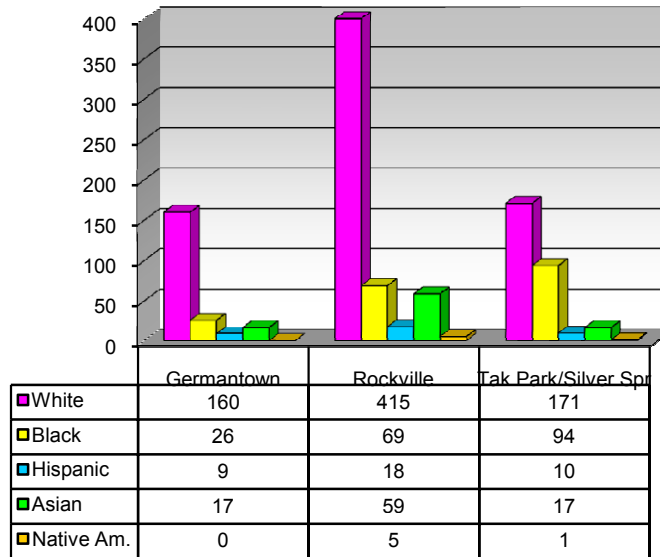
The average Montgomery College faculty member is 52 years old, has been here 11 years, and is paid \$77,785.00 per academic year.

Summer teaching is additionally compensated and may be available , based upon enrollments.

\* Percentages may not add to 100% due to rounding.

# Credit Part-Time Faculty Composition Fall 2010

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215 Part-time faculty have 2 or more part-time faculty assignments. Multiple assignments can be on different campuses, different departments on the same campus, or a combination of teaching and non-instructional faculty duties, including tutoring.



23 Part-time faculty are primarily employed as other College employee types (staff, administrator, short-term temporary).

	White		Black		Hispanic		Asian		Native Amer.		TOTAL	Male		Female		TOTAL
	Total #	% of Campus	Total #	% of Campus	Total #	% of Campus	Total #	% of Campus	Total #	% of Campus		Total #	% of Campus	Total #	% of Campus	
Germantown	160	75%	26	12%	9	4%	17	8%	0	0%	212	95	45%	117	55%	212
Rockville	415	73%	69	12%	18	3%	59	10%	5	1%	566	243	43%	323	57%	566
Tak Pk/Sil Spr	171	58%	94	32%	10	3%	17	6%	1	0%	293	128	44%	165	56%	293
<b>Total College</b>	<b>746</b>	<b>70%</b>	<b>189</b>	<b>18%</b>	<b>37</b>	<b>3%</b>	<b>93</b>	<b>9%</b>	<b>6</b>	<b>1%</b>	<b>1071</b>	<b>466</b>	<b>44%</b>	<b>605</b>	<b>56%</b>	<b>1071</b>

\*unduplicated head count

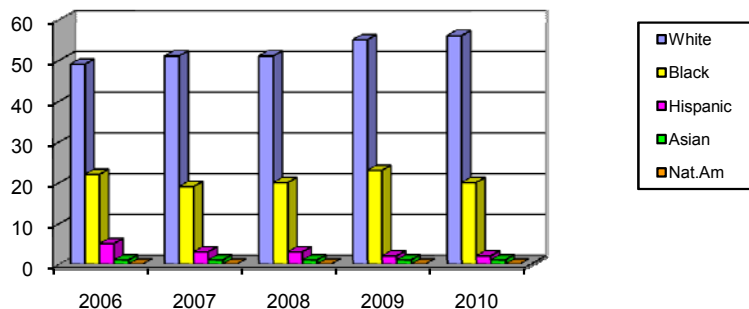
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## Montgomery College

### Administrative Staff

**Administrative Staff Ethnicity Profile**



\* From 2006 to 2010, there has been approximately a 3% increase in administrative staff. This figure includes 7 employees on temporary assignments.

\* The non-white administrative staff has decreased from 36% of the total in 2006 to 29% of the total in 2010.

\* Female representation has increased from 55% in 2006 to 58% in 2010.

	White	Black	Hispanic	Asian	Nat. Am	Total	Male	Female
2006	49	22	5	1	0	77	35	42
2007	51	19	3	1	0	74	31	43
2008	51	20	3	1	0	75	28	47
2009	55	23	2	1	0	81	35	46
2010	56	20	2	1	0	79	33	46

\* There were 6 administrative separations in 2010.

**Administrative Staff  
Age and Years of Service in '10**

	Years of Service						Total
	Less than 10	10 - 14	15 - 19	20 - 24	25 - 29	30 or more	
< 36	2						2
36 - 40	5						5
Age	41 - 45	2	2	1			5
	46 - 50	16	1		2		19
i	51 - 55	1	5	1	3	1	12
	56 - 60	5	6	0		3	16
n	61 - 65	5	2	1	2	2	16
	66 and greater		2	2			4
Total	36	18	5	7	6	7	79

\* 68% (54) of administrative staff have less than 15 years of service.

\* 16% (13) have 25 or more years of service.

\* 15% (12) are less than 46 years of age.

\* 39% (31) of administrative staff are between 46 and 55 years of age.

\* 16% (13) are over 55 and have 20 or more years of service.

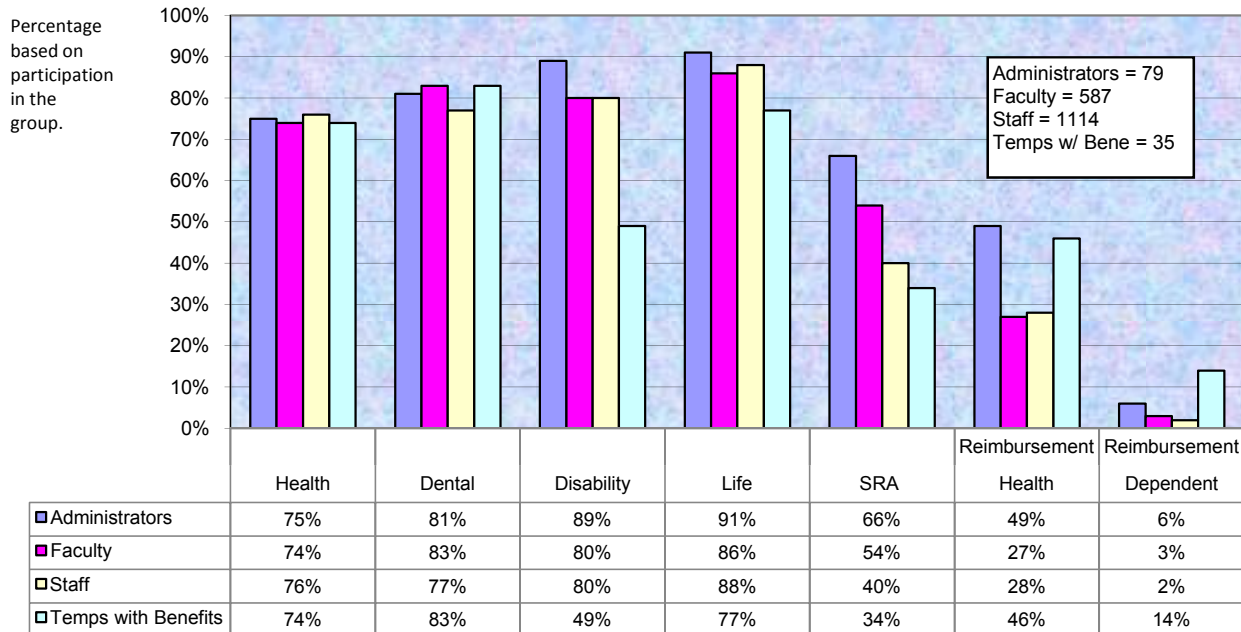
\* 25% (20) of administrative staff are over 60 years of age.

\*Years Of Service - Complete years of creditable service as of December 31, 2010.

May include early service in the Public School System.



Group Insurance Information  
Fall 2010



\* Montgomery College offers:

- **Three Health Plan options**
  - \* Indemnity/Preferred Provider Plan, Group Model HMO, HMO/Point of Service Plan
  - \* The College contributes 75% of the total cost.
- **Two Dental Plan options**
  - \* Indemnity/Preferred Provider Plan, Dental Maintenance Plan
  - \* The College contributes 75% of the total cost.
- **Life, Accidental Death & Dismemberment, Long Term Disability Coverage**
  - \* The College contributes 75% of the total cost of each of the above.
- **Four Supplemental Retirement Annuities - 403(B)**
  - \* TIAA/CREF, Aetna, Equitable, Valic
  - \* Effective 1/1/2008, these plans became available to part-time faculty and short term temporaries.
- **Two Deferred Compensation Plans - 457(F)**
  - \* TIAA/CREF, Valic
  - \* Employee may participate in both 457(F) and 403(B)
- **Reimbursement Accounts**
  - \* Health/ Dependent Care/Parking/Mass Transportation Reimbursement Accounts
    - Funds withheld on a pre-tax basis to pay for unreimbursed medical, dependent care, mass transportation and parking expenses. These funds are exempt from federal, state and FICA taxes.
- **Vision Care and Group Legal** coverage are available to employees who pay 100% of the total cost.

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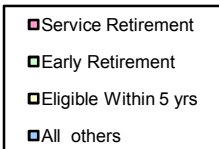
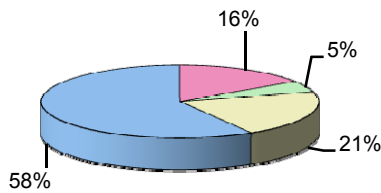
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## Montgomery College Retirement Eligibility Profile as of July 2011

Montgomery College employees are enrolled in either the Maryland State Pension plan or the Optional Retirement Plan. The Optional Retirement Plan is available to faculty members and professional staff employees whose positions require a minimum of a bachelors degree, providing the employees possesses such. The Maryland State Retirement Plan has been closed to new enrollment since January 1, 1980.

The information presented below provides retirement eligibility information for each of the plans. In aggregate, 19% of all College employees are currently eligible for service retirement, 7% are eligible for early retirement and an additional 47% are eligible, for either service or early retirement, within the next five years.

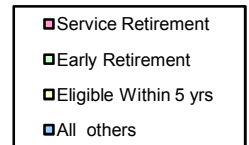
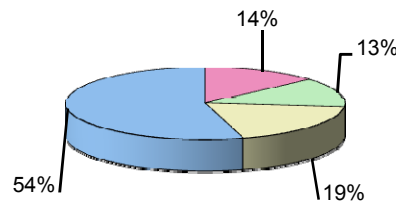
### Teachers/Employees Pension Plan



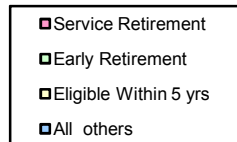
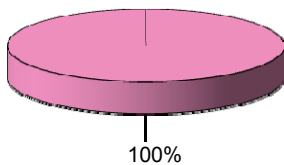
- \* Defined Benefit Plan
- \* Effective 1/1/80
- \* Mandatory 5% contribution
- \* Service retirement at age 62 or 30 years of service
- \* Early retirement at 55 with 15 years of service
- \* COLA included after retirement
- \* Includes a death benefit and disability provision
- \* 1148 plan participants

### Optional Retirement Plan

- \* Defined contribution plan
- \* 7.25% state contribution
- \* Option available to professional staff/administrators and faculty
- \* Self directed investment options
- \* No provisions for disability
- \* 606 plan participants.



### Teachers/Employees Retirement Plan



- \* Defined Benefit Plan
- \* Enrollment limited to employment before 1/1/80
- \* Mandatory 5% or 7% contribution
- \* Service retirement at age 60 or 30 years of service.
- \* Early retirement at 25 years of service
- \* COLA included after retirement
- \* Includes death benefit and disability provision
- \* 29 plan participants