



Montgomery College Personnel Profile

**OFFICE OF HUMAN RESOURCES
AND STRATEGIC TALENT MANAGEMENT**

April 2020

Montgomery College Personnel Profile Introduction

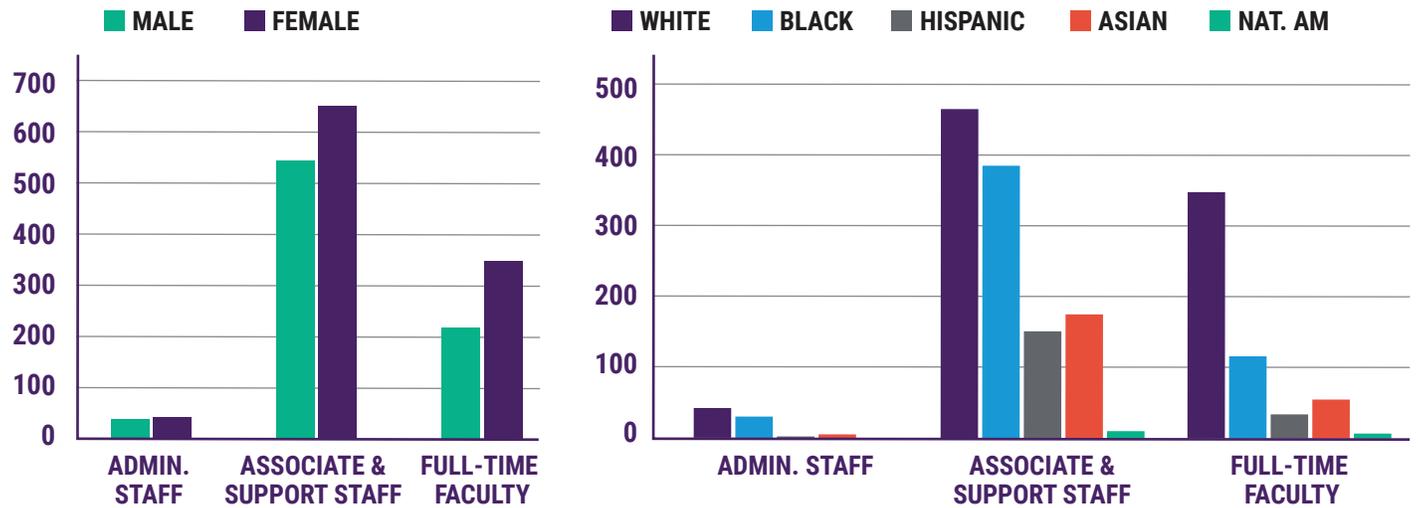
This publication serves to provide a useful overview of Montgomery College’s workforce data. It includes data on staff, faculty, and administrators such as gender, race/ethnicity, age, length of service, turnover, enrollment in health and welfare plans, and retirement eligibility. It serves as a resource for information requests, fiscal year budget preparation, and workforce planning. The data contained in this profile is derived from the College’s Banner System and Data Warehouse. Due to different data acquisition dates, the number of employees and employees in retirement plans may vary.

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BENEFITS ELIGIBLE WORKFORCE

Employee Type by Race, Ethnicity and Gender



	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
ADMINISTRATIVE STAFF	42	30	2	5	0	79	37	42
ASSOCIATE & SUPPORT STAFF	465	385	151	175	10	1,186	540	646
FULL-TIME FACULTY*	348	116	34	55	7	560	215	345

*Full-time Faculty count includes department chairs

Years of Service by Race, Gender and Ethnicity

	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
<10 YEARS	361	271	94	106	8	840	354	486
10-14 YEARS	183	99	46	50	2	380	171	209
15-19 YEARS	128	72	26	42	1	269	113	156
20-24 YEARS	73	48	10	18	1	150	62	88
25-29 YEARS	43	19	8	7	2	79	37	42
≥30 YEARS	68	22	3	14	0	107	55	52
GRAND TOTAL	856	531	187	237	14	1,825	792	1,033

Note: Years of service includes complete years of creditable service as of December 31, 2019. May include early service in the public school system.

- Montgomery College employs 1,825 benefits-eligible employees.
- 56% of the employee population is female.
- 53% of the employee population are nonwhite.

*Data reflects benefits-eligible employees

*Data as of 11/01/2019

BENEFITS ELIGIBLE WORKFORCE

Full-time Faculty Salary Range

The salary range for the 2020 Academic Year is **\$60,917.80–\$114,219.85**

Regular Part-time Faculty Rate Schedule

	ACADEMIC YEAR 19-20
18 ESH	\$25,899.51
20.5 ESH	\$29,496.67
23 ESH	\$33,093.83
PER ESH RATE	\$1,438.86

Note: Equivalent Semester Hours (ESH) = credit hours

Nonbargaining and Bargaining Staff, Department Chair, and Administrator Salary Schedule

GRADE	SALARY STRUCTURE (ANNUAL)			SALARY STRUCTURE (HOURLY)		
	MINIMUM	MIDPOINT	MAXIMUM	MINIMUM	MIDPOINT	MAXIMUM
43	\$157,100	\$216,000	\$274,900	\$75.53	\$103.85	\$132.16
41	\$136,590	\$187,824	\$239,058	\$65.67	\$90.30	\$114.93
39	\$118,834	\$163,384	\$207,934	\$57.13	\$78.55	\$99.97
37	\$103,310	\$142,064	\$180,818	\$49.67	\$68.30	\$86.93
35	\$89,856	\$123,552	\$157,248	\$49.20	\$59.40	\$75.60
33	\$78,208	\$107,536	\$136,864	\$37.60	\$51.70	\$65.80
31	\$71,928	\$93,496	\$115,064	\$34.58	\$44.95	\$55.32
29	\$65,352	\$84,968	\$104,584	\$31.42	\$40.85	\$50.28
27	\$59,448	\$77,272	\$95,096	\$28.58	\$37.15	\$45.72
25	\$54,016	\$70,200	\$86,384	\$25.97	\$33.75	\$41.53
23	\$49,128	\$63,856	\$78,584	\$23.62	\$30.70	\$37.78
21	\$44,656	\$58,032	\$71,408	\$21.47	\$27.90	\$34.33
19	\$42,182	\$52,728	\$63,274	\$20.28	\$25.35	\$30.42
17	\$39,104	\$48,880	\$58,656	\$18.80	\$23.50	\$28.20
15	\$36,192	\$45,240	\$54,288	\$17.40	\$21.75	\$26.10
13	\$33,530	\$41,912	\$50,294	\$16.12	\$20.15	\$24.18
11	\$31,034	\$38,792	\$46,550	\$14.92	\$18.65	\$22.38
9	\$28,766	\$35,984	\$43,202	\$13.83	\$17.30	\$20.70
7	\$26,624	\$33,280	\$39,936	\$12.80	\$16.00	\$19.22
5	\$24,710	\$30,066	\$37,066	\$11.88	\$14.85	\$17.82

Effective July 1, 2019, for Nonbargaining Staff and Effective July 1, 2019, for Bargaining Staff

*Data as of 11/01/2019

BENEFITS ELIGIBLE WORKFORCE

Average Salary by Race, Ethnicity and Gender

	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
<\$20,000	0	1	3	0	0	4	3	1
\$20,000-\$34,999	8	10	10	2	0	30	14	16
\$35,000-\$49,999	28	72	47	21	1	169	86	83
\$50,000-\$74,999	160	158	53	70	1	442	188	254
\$75,000-\$99,999	374	190	52	89	6	711	287	424
≥\$100,000	286	100	22	55	6	469	214	255
GRAND TOTAL	856	531	187	237	14	1,825	792	1,033

- 11% of the employee population is earning less than \$50,000.
- 29% of nonwhite employees are earning \$75,000 or more.
- 37% of female employees are earning \$75,000 or more while 28% of male employees are earning \$75,000 or more.
- 26% of the employee population is earning \$100,000 or more.

Average Salary by Age

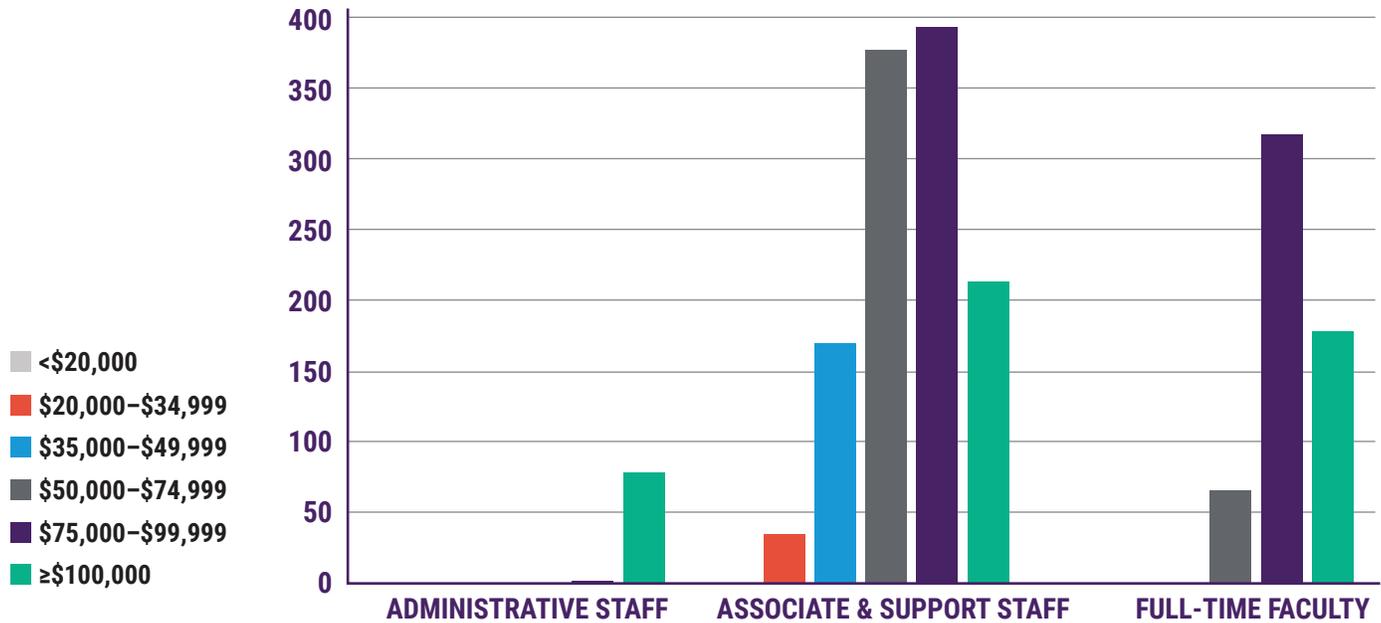
	<36	36-40	41-45	46-50	51-55	56-60	61-65	>66	TOTAL
<\$20,000	1	0	0	1	1	0	0	1	4
\$20,000-\$34,999	9	1	5	1	4	3	4	3	30
\$35,000-\$49,999	42	19	19	20	18	20	21	10	169
\$50,000-\$74,999	92	60	67	49	60	56	38	20	442
\$75,000-\$99,999	25	60	107	125	135	113	76	70	711
≥\$100,000	2	14	29	55	79	110	95	85	469
GRAND TOTAL	171	154	227	251	297	302	234	189	1,825

- 9% of employees under the age of 40 earn \$100,000 or more.
- 5.5% of employees under the age of 40 are earning \$75,000 or more.
- 59% of employees over the age of 40 are earning \$75,000 or more.
- Employees between the ages of 56 to 60 make up the highest population of those earning \$75,000 or more.

*Data as of 11/01/2019

BENEFITS ELIGIBLE WORKFORCE

Employee Distribution by Annual Base Salary



	<\$20,000	\$20,000-\$34,999	\$35,000-\$49,999	\$50,000-\$74,999	\$75,000-\$99,999	≥\$100,000
ADMINISTRATIVE STAFF	0	0	0	0	1	78
ASSOCIATE & SUPPORT STAFF	4	30	169	377	393	213
FULL-TIME FACULTY*	0	0	0	65	317	178

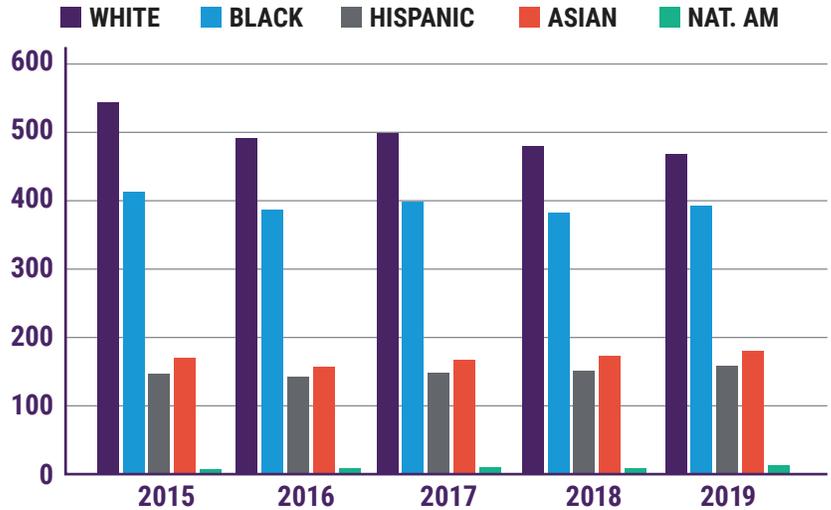
*Full-time Faculty count includes department chairs

*Data as of 11/01/2019

BENEFITS ELIGIBLE WORKFORCE

Associate and Support Staff by Race, Ethnicity and Gender

- Asian population increased slightly from 13% in 2015 to 15% in 2019.
- Black and Hispanic staff combined represent 45% of the staff.
- Nonwhite staff members make up 60% of associate and support staff population.
- Staff representation has remained consistent from 2018 to 2019.



	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
2015	544	413	148	170	8	1,283	558	725
2016	493	387	143	158	9	1,190	525	665
2017	499	399	149	168	11	1,226	550	676
2018	476	380	150	171	10	1,187	547	640
2019	463	385	151	175	12	1,186	540	646

Associate and Support Staff by Years of Service

		YEARS OF SERVICE						TOTAL
		<10	10-14	15-19	20-24	25-29	≥30	
AGE IN 2019	<36	138	9	0	0	0	0	147
	36-40	72	23	5	0	0	0	100
	41-45	95	30	22	8	0	0	155
	46-50	68	32	30	11	6	1	148
	51-55	81	37	27	25	10	15	195
	56-60	73	42	32	22	10	17	196
	61-65	44	29	27	17	13	23	153
	≥66	27	21	13	9	7	15	92
	TOTAL	598	223	156	92	46	71	1,186

Note: Years of service includes complete years of creditable service as of December 31, 2019. May include early service in the public school system.

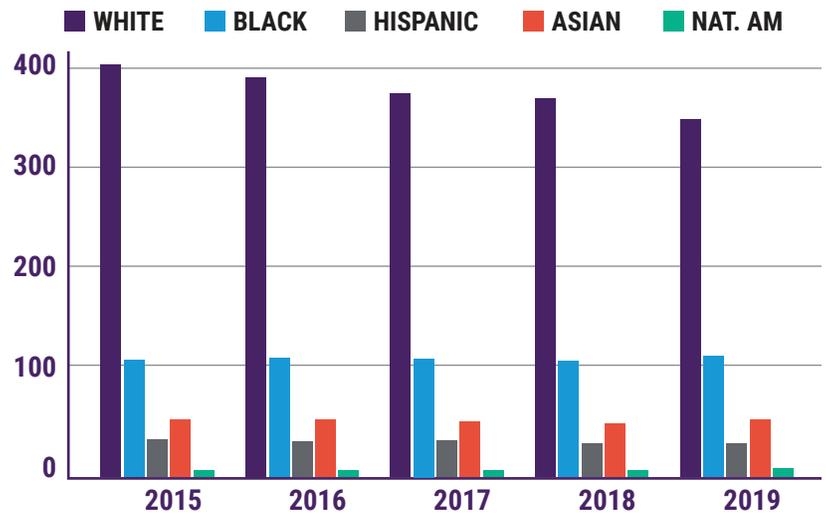
- 34% (402) are less than 46 years of age.
- 29% (343) are between 45 and 55 years of age.
- 69% (821) of staff employees have less than 15 years of service.
- 7% (85) of staff are over 55 and have 20 or more years of service.
- 10% (117) of staff have 25 or more years of service.

*Data as of 11/01/2019

BENEFITS ELIGIBLE WORKFORCE

Full-time Faculty by Race, Ethnicity and Gender

- In 2019, nonwhite faculty (instructional and noninstructional) increased from 36% to 38%.
- Female faculty continue to be approximately 62% of the faculty.
- Black faculty representation increased by 3% from 2018 to 2019.
- From 2015 to 2019 full-time faculty headcount decreased by 8.4%.



	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
2015	397	113	36	55	6	607	230	377
2016	385	115	34	55	6	595	228	367
2017	369	114	35	53	6	577	222	355
2018	367	111	34	52	6	570	216	354
2019	348	116	34	55	7	560	215	345

Full-time Faculty by Age and Years of Service

		YEARS OF SERVICE						TOTAL
		<10	10-14	15-19	20-24	25-29	≥30	
AGE IN 2019	<36	24	0	0	0	0	0	24
	36-40	41	9	0	0	0	0	50
	41-45	48	19	0	0	0	0	67
	46-50	27	35	23	4	0	0	89
	51-55	31	31	15	10	3	1	91
	56-60	24	18	25	12	4	6	89
	61-65	13	13	19	12	8	1	66
	≥66	7	12	19	12	16	18	84
	TOTAL	215	137	101	50	31	26	560

Note: Years of service includes complete years of creditable service as of December 31, 2019. May include early service in the public school system.

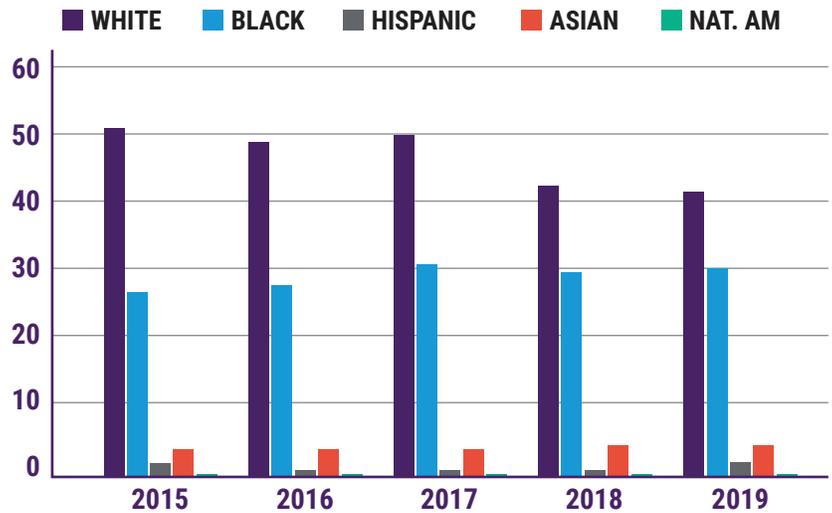
- 32% (180) are between 46 and 55 years of age.
- 27% (150) are over 60 years of age.
- 25% (141) are younger than 46 years of age.
- 10% (57) have 25 or more years of service.
- 63% (352) of full-time faculty have fewer than 15 years of service.
- 16% (89) are over 55 and have 20 or more years of service.

*Data as of 11/01/2019

BENEFITS ELIGIBLE WORKFORCE

Administrative Staff by Race, Ethnicity and Gender

- The nonwhite administrative staff increased 7% from 2015 to 2019.
- Female representation maintained at 53% in 2019.
- Black administrative staff increased from 32% in 2015 to 38% in 2019.
- Administrative staff has been consistent from 2018 to 2019.



	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
2015	51	27	2	4	0	84	38	46
2016	51	28	1	4	0	82	36	46
2017	50	31	1	4	0	86	39	47
2018	43	29	1	5	0	78	37	41
2019	42	30	2	5	0	79	37	42

Administrative Staff by Age and Years of Service

		YEARS OF SERVICE						
		<10	10-14	15-19	20-24	25-29	≥30	TOTAL
AGE IN 2019	<36	0	0	0	0	0	0	0
	36-40	1	3	0	0	0	0	4
	41-45	3	1	1	0	0	0	5
	46-50	6	7	0	1	0	0	14
	51-55	3	1	4	1	1	1	11
	56-60	7	3	5	1	0	1	17
	61-65	5	2	0	4	0	4	15
	≥66	2	3	2	1	1	4	13
	TOTAL	27	20	12	8	2	10	79

Note: Years of service includes complete years of creditable service as of December 31, 2019. May include early service in the public school system.

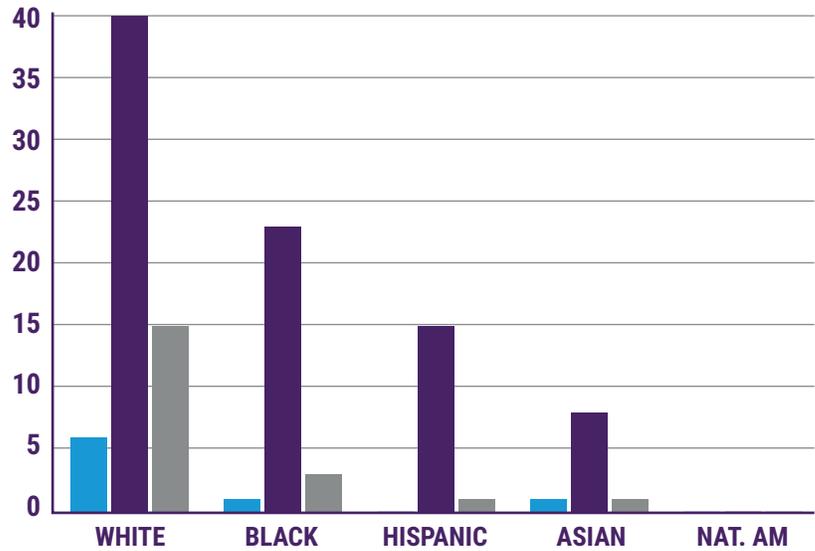
- 35% (28) of administrative staff are over 60 years of age.
- 32% (25) of administrative staff are between 46 and 55 years of age.
- 29% (23) are younger than 50 years of age.
- 59% (47) of administrative staff have fewer than 15 years of service.
- 20% (16) are over 55 and have 20 or more years of service.
- 15% (12) have 25 or more years of service.

*Data as of 11/01/2019

BENEFITS ELIGIBLE WORKFORCE

Workforce Separations by Race, Ethnicity and Gender

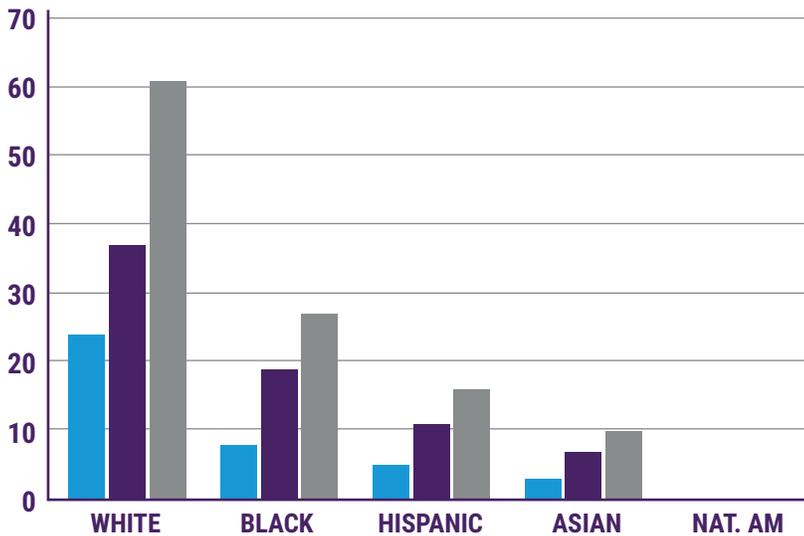
- Separations include retirements, resignations, and involuntary terminations.
- The employee turnover rate for 2019 was 6.24%.
- Associate and support staff make up 75% of the year's separations.
- Females represent 55% of the associate and support staff members that separated in 2019.
- Full-Time Faculty represent 18% of all separations and Administrative Staff represent 7% of all separations.



- ADMINISTRATIVE STAFF
- ASSOCIATE & SUPPORT STAFF
- FULL-TIME FACULTY

	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
ADMINISTRATIVE STAFF	6	1	0	1	0	8	3	5
ASSOCIATE & SUPPORT STAFF	40	23	15	8	0	86	39	47
FULL-TIME FACULTY*	15	3	1	1	0	20	4	16

*Full-time Faculty count includes department chairs



Overall Separations

- Total separations for 2019 was 114.
- Retirements make up 35% of separations for 2019.
- 65% of the separations are due to resignations and involuntary terminations.
- 60% of separations are made up of female employees.

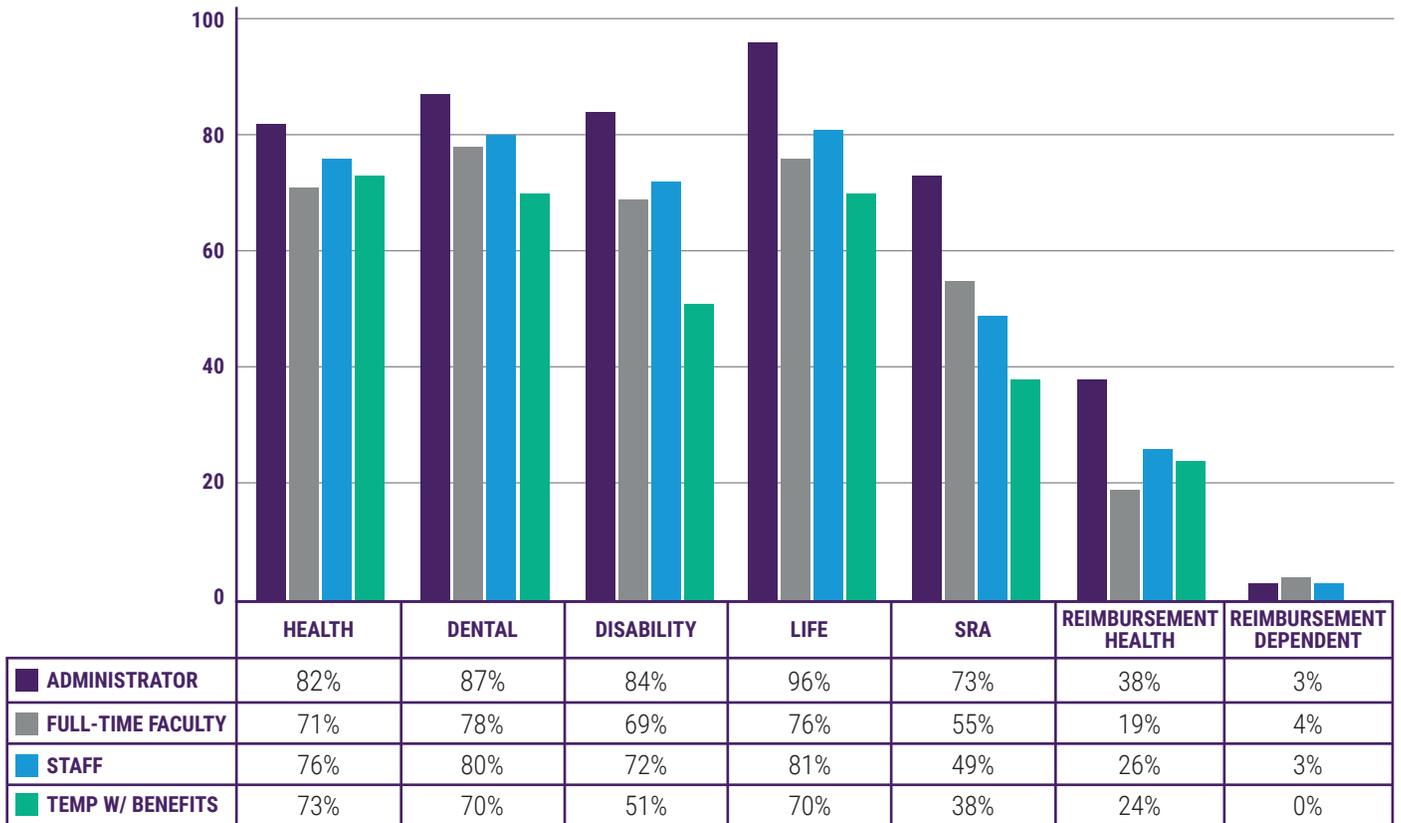
- ADMINISTRATIVE STAFF
- ASSOCIATE & SUPPORT STAFF
- FULL-TIME FACULTY

	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
RETIREMENTS	24	8	5	3	0	40	12	28
OTHER	37	19	11	7	0	74	34	40
TOTAL	61	27	16	10	0	114	46	68

*Data as of 11/01/2019

BENEFITS ELIGIBLE WORKFORCE

Group Insurance by Employee Type



* Percentages are based on participation within employee group

Montgomery College Offers

- **Three Health Plan options**
 - High-Deductible Plan with Health Savings Account (HSA)
 - 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, Voya, AXA Equitable, Valic
 - Effective 1/1/2008, these plans became available to part-time faculty and short-term temporaries.
- **Four Deferred Compensation Plans - 457(B)**
 - TIAA/CREF, Voya, AXA Equitable, Valic
 - Employee may participate in both 457(B) and 403(B)
- **Reimbursement Accounts**
 - Health/Dependent Care/Parking/Mass Transportation Reimbursement Accounts
 - Funds withheld on a pretax 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.**

*Data as of 11/01/2019

BENEFITS ELIGIBLE WORKFORCE

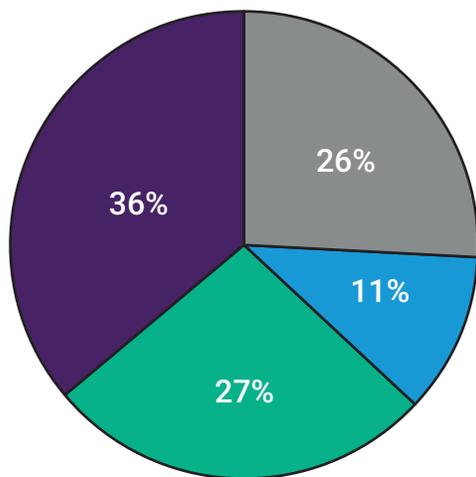
Retirement Eligibility by Plan

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.

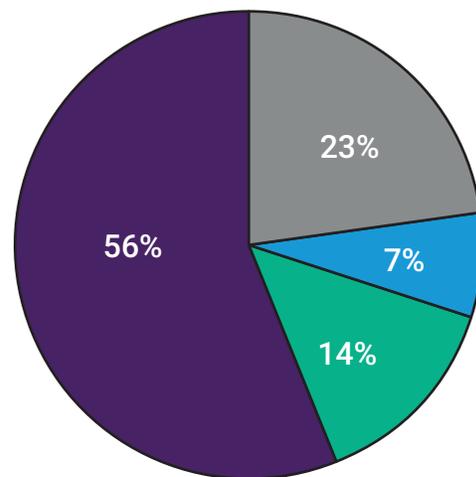
Significant changes were made to the State Pension Plan effective July 1, 2011. Contributions were increased from 5% to 7% for all employees. Vesting and retirement eligibility were increased for employees hired after July 1, 2011.

The information presented below provides retirement eligibility information for each of the plans. In aggregate, 26% of all College employees are currently eligible for service retirement, 8% are eligible for early retirement, and an additional 12% are eligible, for either service or early retirement, within the next five years.

Teachers/Employees Pension Plan
(Hired prior to 7/1/2011)



Optional Retirement Plan



■ SERVICE RETIREMENT ■ EARLY RETIREMENT ■ ELIGIBLE WITHIN 5 YEARS ■ NOT ELIGIBLE

713 Plan Participants: 39%

- Defined Benefit Plan
- Effective 1/1/80
- Mandatory 7% contribution
- Service retirement at age 62 with 5 years of service or with 30 years of service
- Early retirement at 55 with 15 years of service
- COLA included after retirement
- Includes a death benefit and disability provision

675 Plan Participants: 37%

- Defined contribution plan
- 7.25% state contribution
- Option available to professional staff, administrators, and, faculty
- Self directed investment options
- No provisions for disability

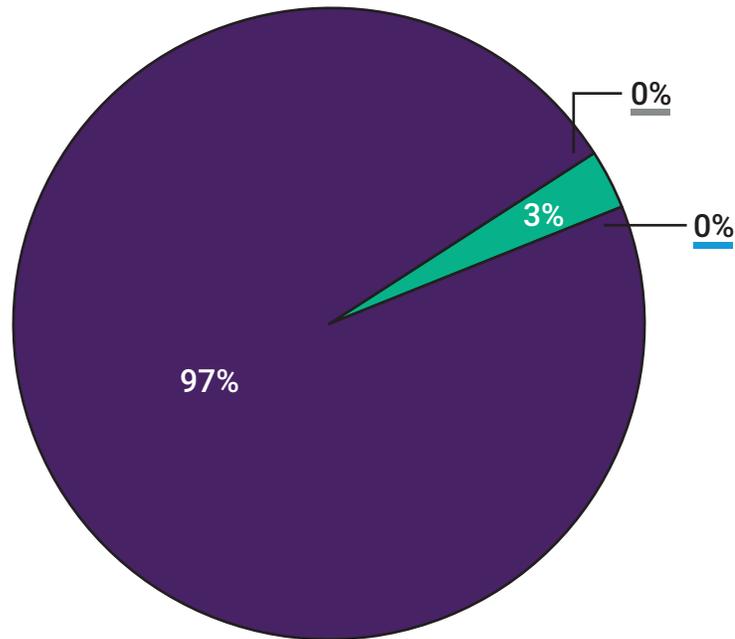
*Data as of 11/01/2019

BENEFITS ELIGIBLE WORKFORCE

Retirement Eligibility by Plan

Teacher and Employees' Pension Plan
 Hired after 7/1/11

■ SERVICE RETIREMENT ■ EARLY RETIREMENT ■ ELIGIBLE WITHIN 5 YEARS ■ NOT ELIGIBLE



429 Plan Participants: 23%

- Defined Benefit Plan
- Effective 7/1/2011
- Mandatory 7% contribution
- Service Retirement: "The Rule of 90" combined age and years of service must total 90.
- Active members with 10 years of service become eligible at age 65
- Early retirement at 60 with 15 years of service
- COLA included after retirement
- Includes a death benefit and disability provision

Teachers and Employees Retirement Plan
 Hired prior to 1/1/80, Closed Plan

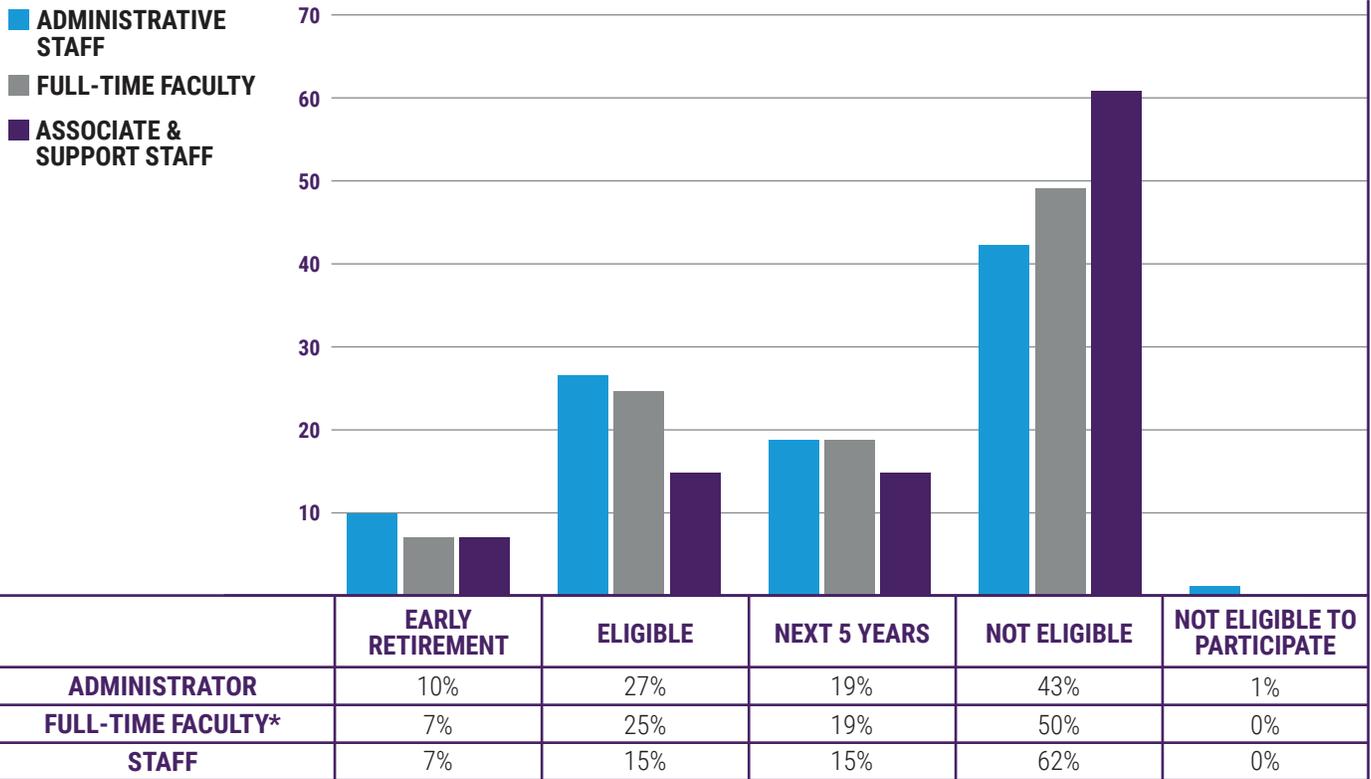
2 Plan Participants: <1%

- 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

*Data as of 11/01/2019

BENEFITS ELIGIBLE WORKFORCE

Retirement Eligibility by Employee Type



*Full-time Faculty count includes department chairs

- 37% of administrative staff are currently eligible for early retirement or service retirement.
- 19% of both administrative staff and full-time faculty employee groups will be eligible for retirement within the next five years.
- In aggregate, 8% of the College's employees will be eligible for early or service retirement in the next five years.

*Data as of 11/01/2019

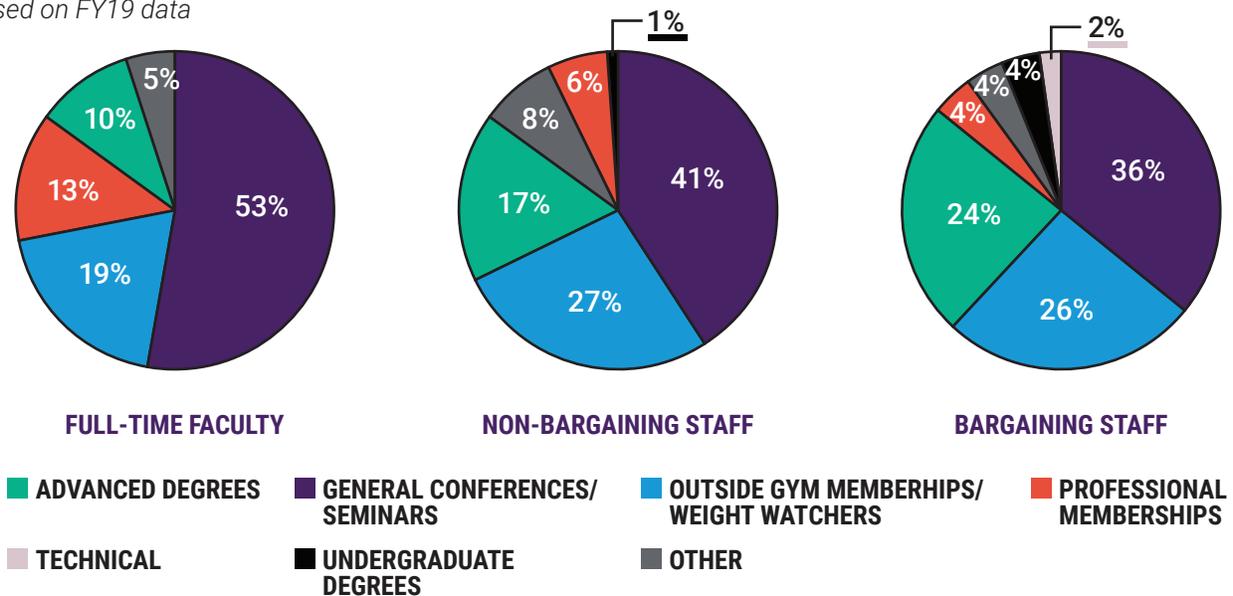
BENEFITS ELIGIBLE WORKFORCE

Educational Assistance Program (EAP) and Next Generation Wellness Program

The purpose of EAP is to help employees perform more effectively in their current job classifications by improving their knowledge and skills through classes, conferences, seminars, and workshops. In addition, EAP assists employees in preparing for higher level responsibilities or another career here at the College, by virtue of enhanced capabilities. Many employees have utilized the program to attain job-related degrees, an achievement that is valued by the College and recognized through the Degree Attainment procedure. The program also aids employees in meeting their individual professional development goals, while providing important knowledge, skills, and abilities vital to the College's succession planning.

The Next Generation Wellness Program is a partnership with Holy Cross Hospital that provides employees with on-site and virtual fitness classes, as well as quarterly wellness promotions like Couch to 5k, and the 10k A Day walking program. College retirees may participate in the on-site and virtual fitness classes for free. The Wellness Program also offers seasonal flu shots and biometric screenings on site for employees. All of these programs are offered at no cost to employees. In addition, employees may use their EAP allotment to be reimbursed for the on-site Weight Watchers program and outside gym memberships, up to \$35 per month. For FY 20, the Wellness program was expanded to include other outside fitness memberships, such as Peloton, Orange Theory, yoga studios, and dance classes. A separate EAP budget of \$50,000 was established and carved out to provide reimbursement for the Weight Watchers and outside gym/fitness memberships.

*Based on FY19 data



Employees by Bargaining Unit

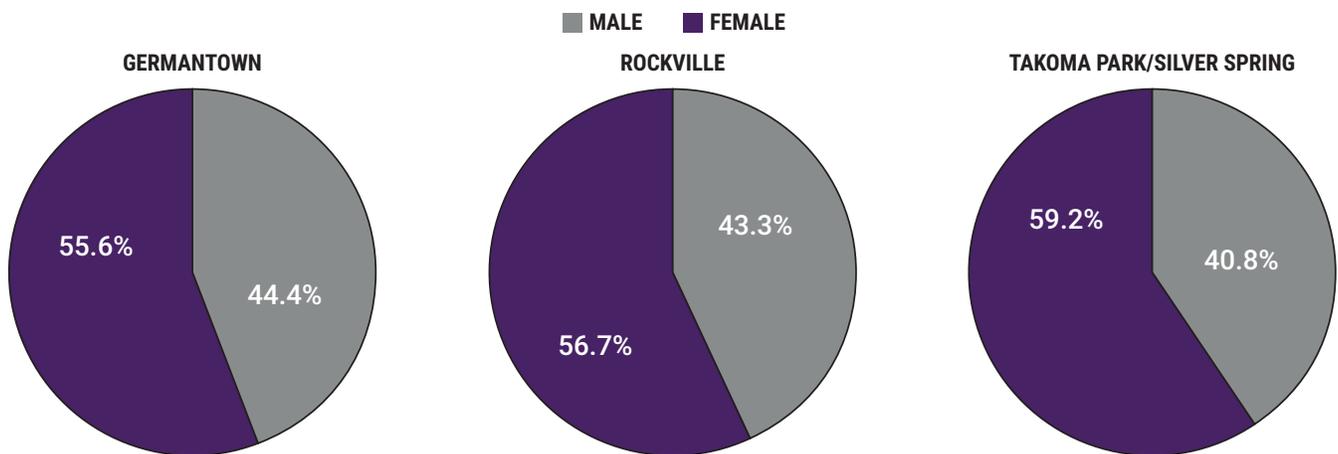
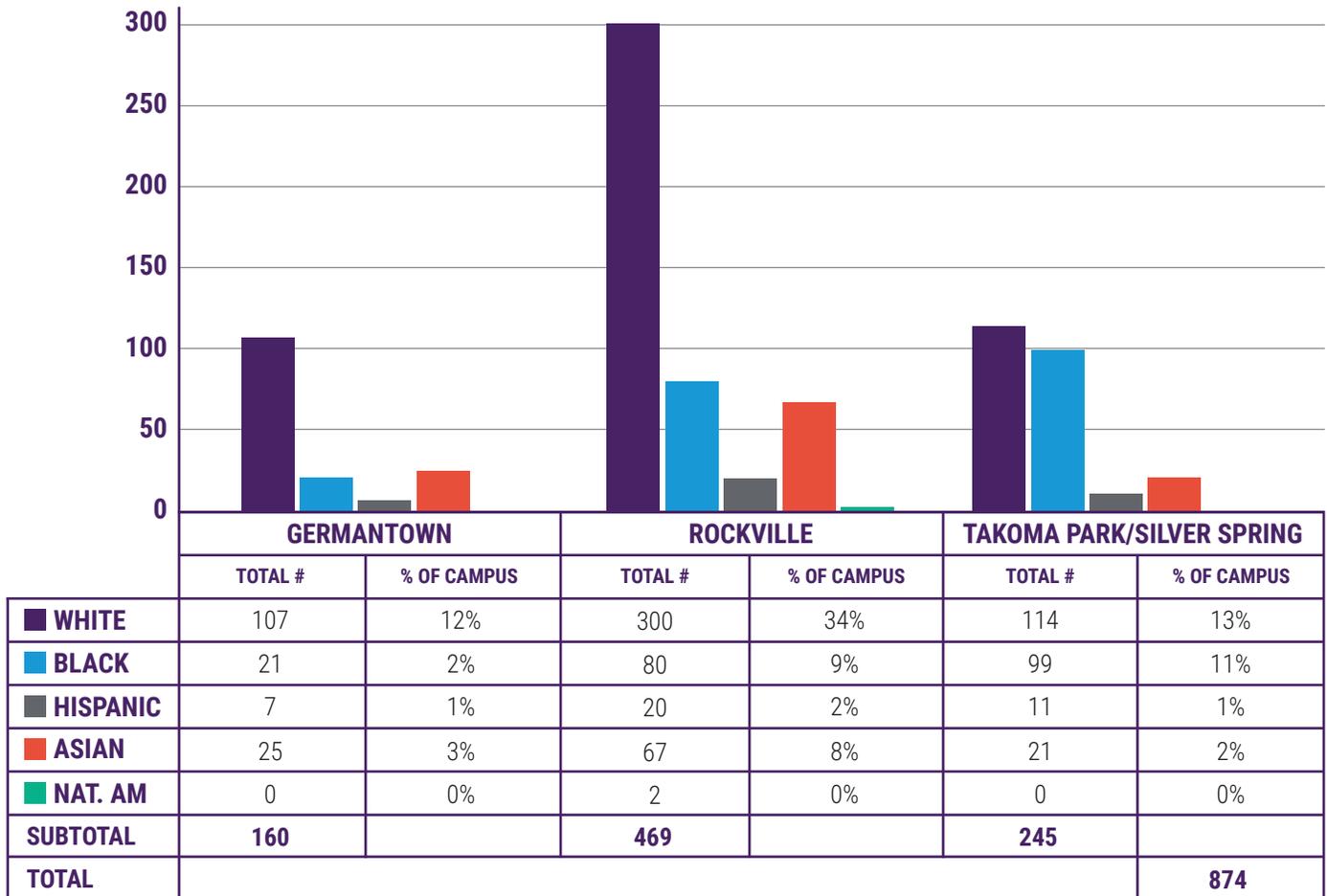


*this includes PT faculty

*Data as of 11/01/2019

CREDIT PART-TIME FACULTY

By Campus, Race, Ethnicity and Gender



**Unduplicated Head Count*

- 15% of the part-time faculty population have two or more part-time faculty assignments. Multiple assignments can be on different campuses, with different departments on the same campus, or a combination of teaching and noninstructional faculty duties, including tutoring.
- 3% part-time faculty are primarily employed as other College employee types (staff, administrators, short-term temporary).

*Data as of 11/01/2019

CREDIT PART-TIME FACULTY

Part-time Faculty Compensation Schedules

	ACADEMIC YEAR 19-20
LECTURER	\$1,205 per ESH
ADJUNCT I	\$1,305 per ESH
ADJUNCT II	\$1,395 per ESH
ADJUNCT II*	\$1,409 per ESH

Note: Equivalent Semester Hours (ESH) = credit hours

CASUAL TEMPORARY AND SEASONAL EMPLOYEES

by Race, Ethnicity and Gender

	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
WDCE	133	91	33	34	7	298	97	199
CASUAL TEMPS	127	49	22	19	1	218	71	147
STUDENT AIDE	77	160	66	89	10	402	157	245
WORK STUDY	8	54	17	26	4	109	40	69
						1,027		

- Montgomery College employs 1,027 casual temporary and seasonal workers.
- 64% of these employees are female.
- 66% are nonwhite employees.
- Student workers make up the majority of our seasonal employee group with over 500 student workers.

*Data as of 11/01/2019