



# Montgomery College Personnel Profile

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

April 2021

# Montgomery College Personnel Profile Introduction

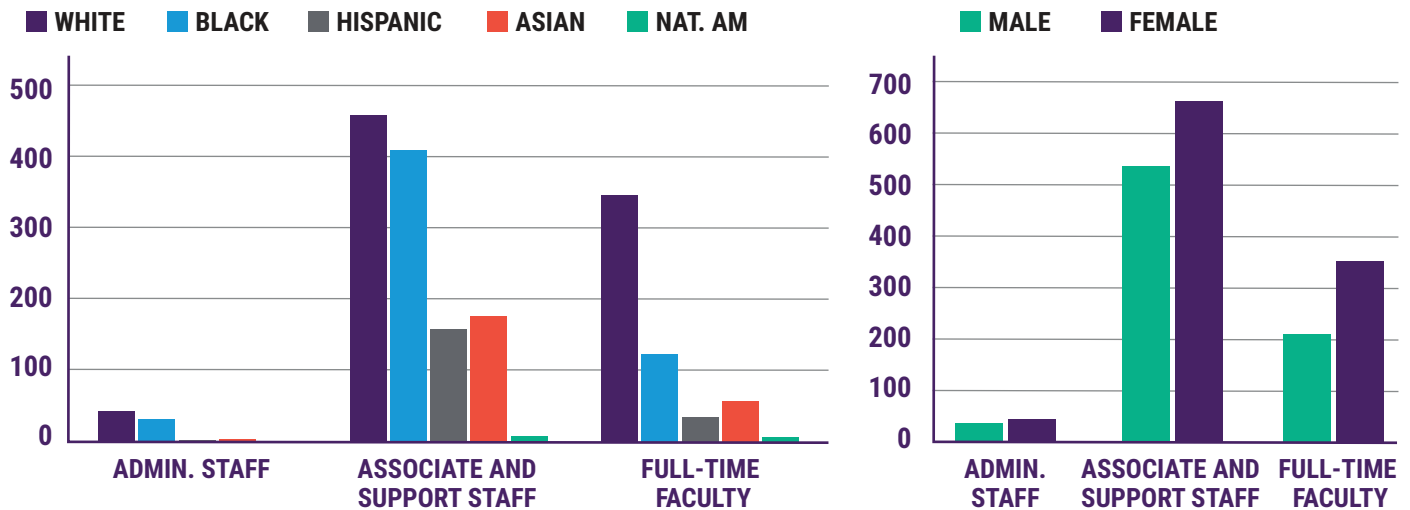
This publication serves to provide a useful overview of Montgomery College’s workforce data. It includes data on faculty, staff, and administrators such as gender, race, ethnicity, age, length of service, turnover, enrollment in health and welfare plans, and retirement eligibility. It serves as a resource 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 and is as of November 1, 2020. 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
<b>ADMINISTRATIVE STAFF</b>	43	31	2	4	0	<b>80</b>	36	44
<b>ASSOCIATE AND SUPPORT STAFF</b>	457	408	158	176	8	<b>1,207</b>	540	667
<b>FULL-TIME FACULTY*</b>	345	122	34	57	6	<b>564</b>	211	353
<b>TOTAL</b>	<b>845</b>	<b>561</b>	<b>194</b>	<b>237</b>	<b>14</b>	<b>1,851</b>	<b>787</b>	<b>1,064</b>

\*Full-time faculty count includes department chairs

### Years of Service by Race, Ethnicity, and Gender

	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
<b>&lt;10 YEARS</b>	349	296	100	109	7	<b>861</b>	351	510
<b>10-14 YEARS</b>	185	91	44	41	1	<b>362</b>	158	204
<b>15-19 YEARS</b>	116	68	25	47	3	<b>259</b>	118	141
<b>20-24 YEARS</b>	88	66	12	22	1	<b>189</b>	71	118
<b>25-29 YEARS</b>	43	20	9	5	1	<b>78</b>	36	42
<b>≥30 YEARS</b>	64	20	4	13	1	<b>102</b>	53	49
<b>TOTAL</b>	<b>845</b>	<b>561</b>	<b>194</b>	<b>237</b>	<b>14</b>	<b>1,851</b>	<b>787</b>	<b>1,064</b>

Note: Years of service includes complete years of creditable service as of December 31, 2020. May include early service in the public school system.

- Montgomery College employs 1,851 benefits eligible employees.
- 57% of the employee population are females.
- 54% of the employee population are Black, Hispanic, Asian, and Native American.

## BENEFITS ELIGIBLE WORKFORCE

### Full-Time Faculty Salary Range

The salary range for the 2020–2021 Academic Year is **\$62,319–\$116,847**.

### Regular Part-Time Faculty Rate Schedule

	ACADEMIC YEAR 2020–2021
<b>18 ESH</b>	\$28,282.86
<b>20.5 ESH</b>	\$32,211.04
<b>23 ESH</b>	\$36,139.21
<b>PER ESH RATE</b>	\$1,571.27

Note: Equivalent Semester Hours (ESH) = credit hours

### Nonbargaining and Bargaining Staff, Department Chair, and Administrator Fiscal Year 2021 Salary Schedule

GRADE	SALARY STRUCTURE (ANNUAL)			SALARY STRUCTURE (HOURLY)		
	MINIMUM	MIDPOINT	MAXIMUM	MINIMUM	MIDPOINT	MAXIMUM
<b>S1</b>	\$157,100	\$216,000	\$274,900	\$75.53	\$103.85	\$132.16
<b>41</b>	\$136,590	\$187,824	\$239,058	\$65.67	\$90.30	\$114.93
<b>39</b>	\$118,834	\$163,384	\$207,934	\$57.13	\$78.55	\$99.97
<b>37</b>	\$103,310	\$142,064	\$180,818	\$49.67	\$68.30	\$86.93
<b>35</b>	\$89,856	\$123,552	\$157,248	\$49.20	\$59.40	\$75.60
<b>33</b>	\$78,208	\$107,536	\$136,864	\$37.60	\$51.70	\$65.80
<b>31</b>	\$71,928	\$93,496	\$115,064	\$34.58	\$44.95	\$55.32
<b>29</b>	\$65,352	\$84,968	\$104,584	\$31.42	\$40.85	\$50.28
<b>27</b>	\$59,448	\$77,272	\$95,096	\$28.58	\$37.15	\$45.72
<b>25</b>	\$54,016	\$70,200	\$86,384	\$25.97	\$33.75	\$41.53
<b>23</b>	\$49,128	\$63,856	\$78,584	\$23.62	\$30.70	\$37.78
<b>21</b>	\$44,656	\$58,032	\$71,408	\$21.47	\$27.90	\$34.33
<b>19</b>	\$42,182	\$52,728	\$63,274	\$20.28	\$25.35	\$30.42
<b>17</b>	\$39,104	\$48,880	\$58,656	\$18.80	\$23.50	\$28.20
<b>15</b>	\$36,192	\$45,240	\$54,288	\$17.40	\$21.75	\$26.10
<b>13</b>	\$33,530	\$41,912	\$50,294	\$16.12	\$20.15	\$24.18
<b>11</b>	\$31,034	\$38,792	\$46,550	\$14.92	\$18.65	\$22.38
<b>9</b>	\$28,766	\$35,984	\$43,202	\$13.83	\$17.30	\$20.77
<b>7</b>	\$26,624	\$33,280	\$39,936	\$12.80	\$16.00	\$19.20
<b>5</b>	\$24,710	\$30,888	\$37,066	\$11.88	\$14.85	\$17.82

Effective July 1, 2020, for Nonbargaining Staff and Bargaining Staff

## BENEFITS ELIGIBLE WORKFORCE

### Average Salary by Race, Ethnicity, and Gender

	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
<\$20,000	1	0	1	0	0	2	1	1
\$20,000-\$34,999	8	12	6	2	0	28	12	16
\$35,000-\$49,999	27	71	51	20	0	169	81	88
\$50,000-\$74,999	132	168	52	59	2	413	184	229
\$75,000-\$99,999	377	201	59	96	6	739	285	454
≥\$100,000	300	109	25	60	6	500	224	276
<b>TOTAL</b>	<b>845</b>	<b>561</b>	<b>194</b>	<b>237</b>	<b>14</b>	<b>1,851</b>	<b>787</b>	<b>1,064</b>

- 11% of the employee population is earning less than \$50,000.
- 56% of Black, Hispanic, Asian, and Native American employees are earning \$75,000 or more.
- 69% of female employees are earning \$75,000 or more while 65% of male employees are earning \$75,000 or more.
- 27% of the employee population is earning \$100,000 or more.

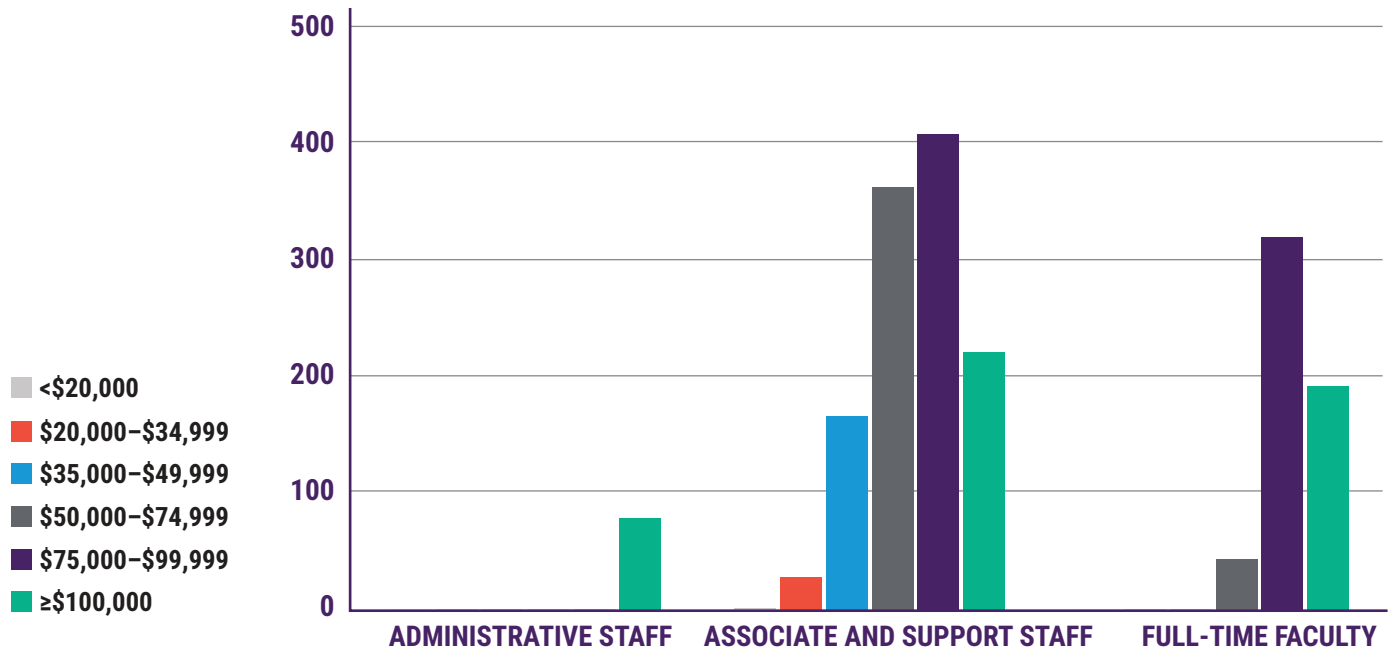
### Average Salary by Age

	<36	36-40	41-45	46-50	51-55	56-60	61-65	>66	TOTAL
<\$20,000	1	0	0	1	0	0	0	0	2
\$20,000-\$34,999	6	2	2	3	3	3	2	7	28
\$35,000-\$49,999	36	19	20	21	18	22	18	15	169
\$50,000-\$74,999	97	53	55	48	45	60	35	20	413
\$75,000-\$99,999	25	77	104	137	139	116	76	65	739
≥\$100,000	4	16	35	45	88	113	109	90	500
<b>TOTAL</b>	<b>169</b>	<b>167</b>	<b>216</b>	<b>255</b>	<b>293</b>	<b>314</b>	<b>240</b>	<b>197</b>	<b>1,851</b>

- 1% of employees under the age of 41 earn \$100,000 or more.
- 36% of employees under the age of 41 are earning \$75,000 or more.
- 74% of employees over the age of 40 are earning \$75,000 or more.
- Employees between the ages of 51 to 55 make up the highest population of those earning \$75,000 or more.

## 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
<b>ADMINISTRATIVE STAFF</b>	0	0	0	0	0	80
<b>ASSOCIATE AND SUPPORT STAFF**</b>	1	28	169	369	415	225
<b>FULL-TIME FACULTY*</b>	0	0	0	44	325	195

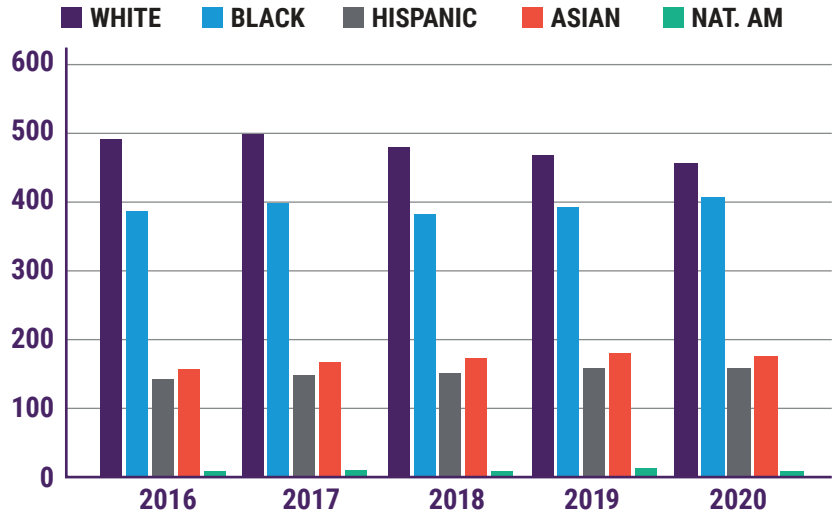
\*Full-time faculty count includes department chairs.

\*\* Associate and support staff members making less than \$35,000 are primarily part-time staff.

## BENEFITS ELIGIBLE WORKFORCE

### Associate and Support Staff by Race, Ethnicity, and Gender

- Black population increased to 33%, rising 4% from 2019 to 2020.
- Asian population increased 4% from 2016 to 2020.
- Black and Hispanic staff combined represent 47% of the staff.
- Black, Hispanic, Asian, and Native American staff members make up 62% of associate and support staff population.



	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
<b>2016</b>	493	387	143	158	9	1,190	525	665
<b>2017</b>	499	399	149	168	11	1,226	550	676
<b>2018</b>	476	380	150	171	10	1,187	547	640
<b>2019</b>	463	385	151	175	12	1,186	540	646
<b>2020</b>	457	408	158	176	8	1,207	540	667

### Associate and Support Staff by Years of Service

		YEARS OF SERVICE						TOTAL
		<10	10-14	15-19	20-24	25-29	≥30	
AGE IN 2020	<36	137	10	0	0	0	0	147
	36-40	82	28	3	1	0	0	114
	41-45	90	30	17	9	0	0	146
	46-50	82	29	31	11	7	0	160
	51-55	72	29	22	29	10	12	174
	56-60	78	39	34	25	9	22	207
	61-65	38	34	24	26	9	21	152
	≥66	33	20	14	13	8	19	107
	TOTAL	<b>612</b>	<b>219</b>	<b>145</b>	<b>114</b>	<b>43</b>	<b>74</b>	<b>1,207</b>

Note: Years of service includes complete years of creditable service as of December 31, 2020. May include early service in the public school system.

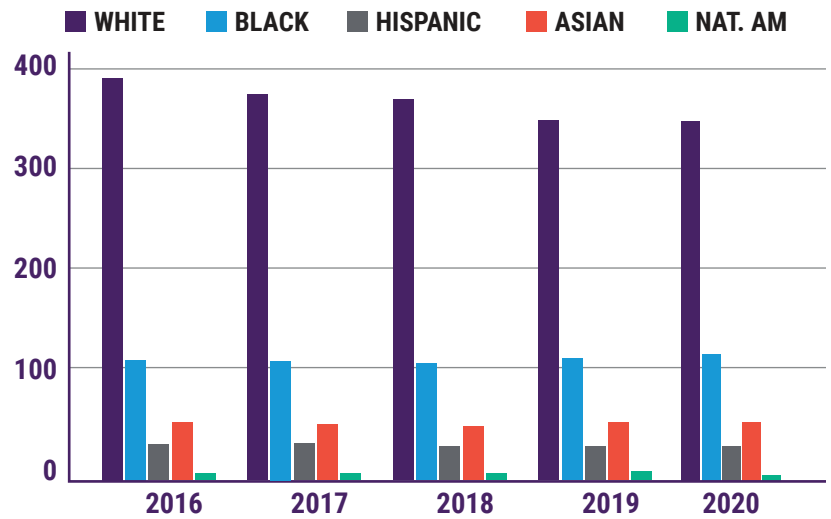
- 34% (407) are less than 46 years of age.
- 28% (334) are between 46 and 55 years of age.
- 69% (831) of staff employees have less than 15 years of service.
- 13% (152) of staff are over 55 and have 20 or more years of service.
- 10% (117) of staff have 25 or more years of service.



## BENEFITS ELIGIBLE WORKFORCE

### Full-Time Faculty by Race, Ethnicity, and Gender

- Black, Hispanic, Asian, and Native American faculty representation (instructional and noninstructional) increased 10% from 2016 to 2020.
- Female faculty continue to be approximately 63% of the faculty.
- Black faculty representation increased by 12% from 2016 to 2020.
- From 2016 to 2020 full-time faculty headcount decreased by 5%.



	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
<b>2016</b>	385	115	34	55	6	595	228	367
<b>2017</b>	369	114	35	53	6	577	222	355
<b>2018</b>	367	111	34	52	6	570	216	354
<b>2019</b>	348	116	34	55	7	560	215	345
<b>2020</b>	345	122	34	57	6	564	211	353

### 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 2020	<36	20	0	0	0	0	0	20
	36-40	42	7	0	0	0	0	49
	41-45	40	24	1	0	0	0	65
	46-50	36	24	21	4	0	0	85
	51-55	37	30	23	14	2	0	106
	56-60	24	18	24	12	6	3	87
	61-65	15	15	16	18	7	6	77
	≥66	5	10	14	17	17	12	75
	TOTAL	<b>219</b>	<b>128</b>	<b>99</b>	<b>65</b>	<b>32</b>	<b>21</b>	<b>564</b>

Note: Years of service includes complete years of creditable service as of December 31, 2020. May include early service in the public school system.

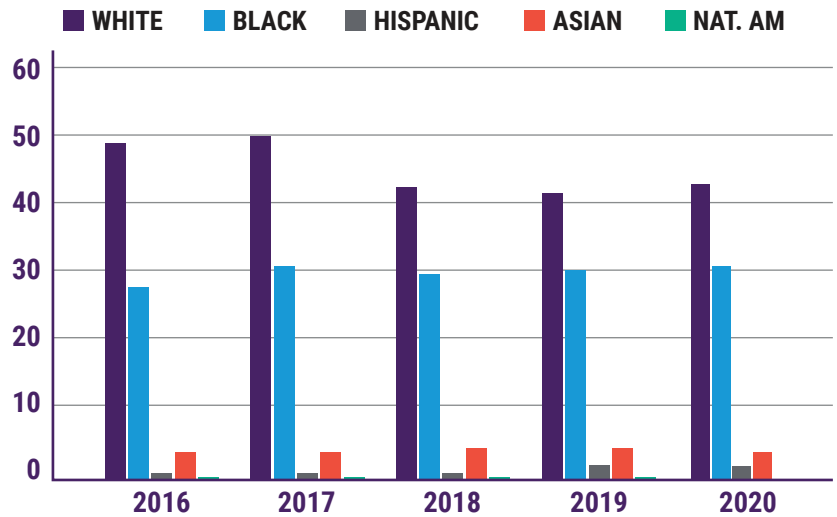
- 34% (191) are between 46 and 55 years of age.
- 27% (152) are over 60 years of age.
- 24% (134) are younger than 46 years of age.
- 9% (53) have 25 or more years of service.
- 62% (347) of full-time faculty have fewer than 15 years of service.
- 17% (98) are over 55 and have 20 or more years of service.



## BENEFITS ELIGIBLE WORKFORCE

### Administrative Staff by Race, Ethnicity, and Gender

- Black, Hispanic, Asian, and Native American administrative staff increased 15% from 2016 to 2020.
- Female representation has been consistent from 2016 to 2020.
- Black administrative staff increased from 34% in 2016 to 39% in 2020.
- Administrative staff headcount has been consistent from 2016 to 2020.



	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
<b>2016</b>	51	28	1	4	0	82	36	46
<b>2017</b>	50	31	1	4	0	86	39	47
<b>2018</b>	43	29	1	5	0	78	37	41
<b>2019</b>	42	30	2	5	0	79	37	42
<b>2020</b>	43	31	2	4	0	80	36	44

### Administrative Staff by Age and Years of Service

		YEARS OF SERVICE						TOTAL
		<10	10-14	15-19	20-24	25-29	≥30	
AGE IN 2020	<36	2	0	0	0	0	0	2
	36-40	2	2	0	0	0	0	4
	41-45	2	1	2	0	0	0	5
	46-50	5	4	1	3	1	0	14
	51-55	5	2	2	1	0	2	12
	56-60	7	3	7	2	1	1	21
	61-65	6	0	1	4	1	4	16
	≥66	1	3	2	0	0	0	6
	TOTAL	<b>30</b>	<b>15</b>	<b>15</b>	<b>10</b>	<b>3</b>	<b>7</b>	<b>80</b>

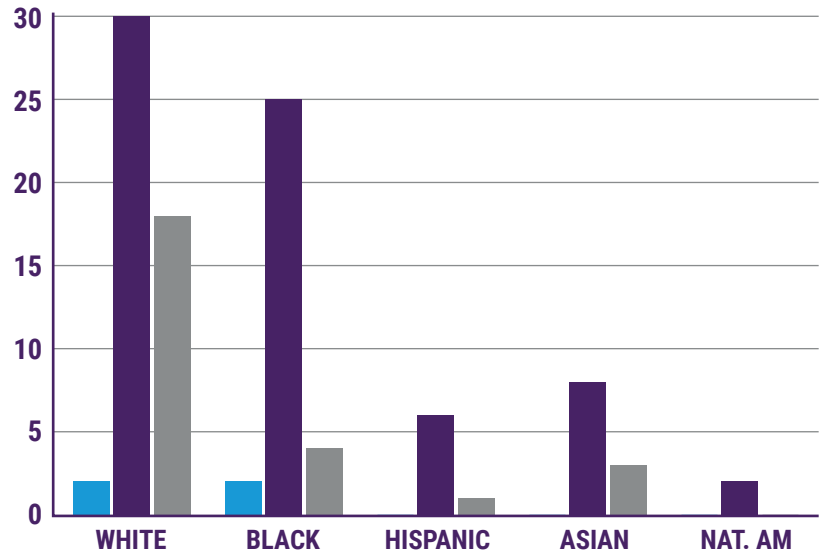
Note: Years of service includes complete years of creditable service as of December 31, 2020. May include early service in the public school system.

- 28% (22) of administrative staff are over 60 years of age.
- 33% (26) of administrative staff are between 46 and 55 years of age.
- 31% (25) are younger than 51 years of age.
- 56% (45) of administrative staff have fewer than 15 years of service.
- 16% (13) are over 55 and have 20 or more years of service.
- 13% (10) have 25 or more years of service.

## BENEFITS ELIGIBLE WORKFORCE

### Workforce Separations by Race, Ethnicity, and Gender

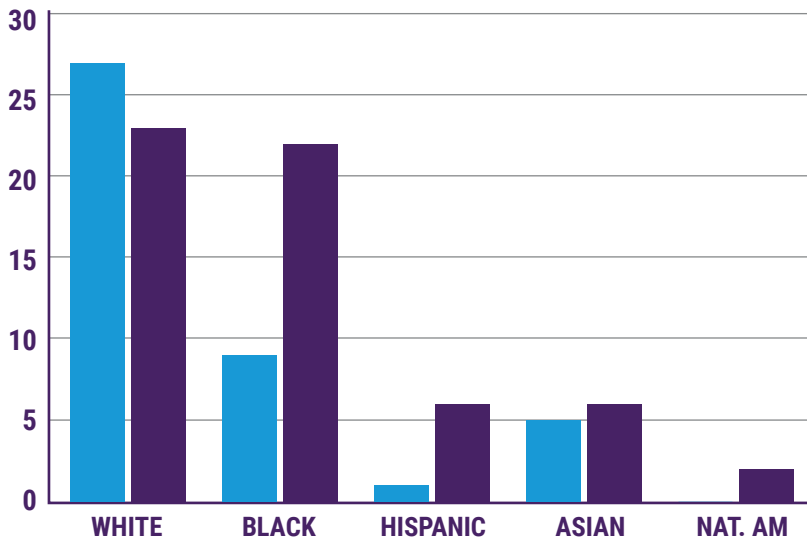
- Separations include retirements, resignations, and involuntary terminations.
- The employee turnover rate for 2020 was 5%.
- Associate and support staff make up 70% of the year's separations.
- Females represent 52% of the associate and support staff members that separated in 2020.
- Full-time faculty represent 26% of all separations and administrative staff represent 4% of all separations.



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

	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
<b>ADMINISTRATIVE STAFF</b>	2	2	0	0	0	4	3	1
<b>ASSOCIATE AND SUPPORT STAFF</b>	30	25	6	8	2	71	34	37
<b>FULL-TIME FACULTY*</b>	18	4	1	3	0	26	12	14
<b>TOTAL</b>	<b>50</b>	<b>31</b>	<b>7</b>	<b>11</b>	<b>2</b>	<b>101</b>	<b>49</b>	<b>52</b>

\*Full-time faculty count includes department chairs



### Overall Separations

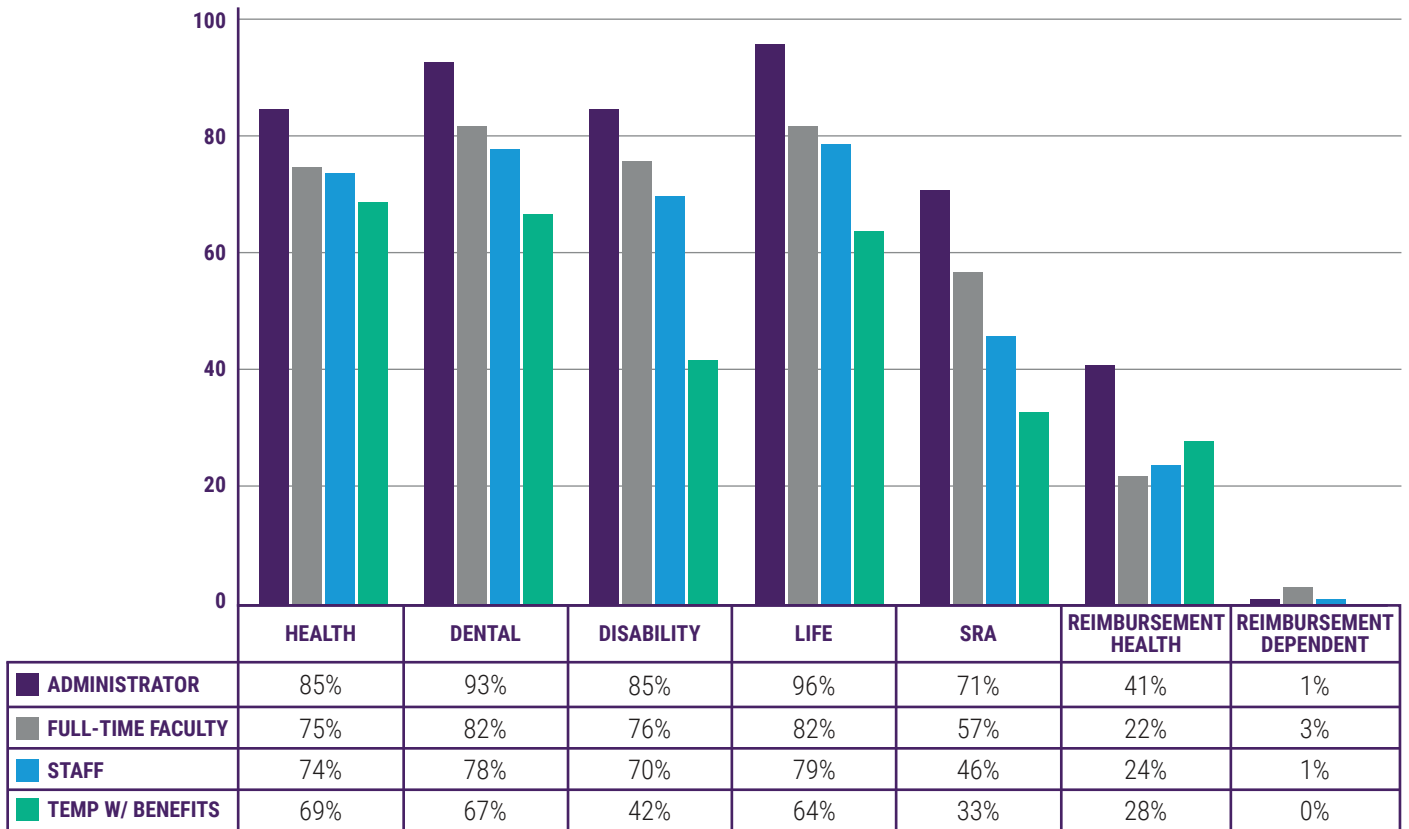
- Total separations for 2020 was 101.
- Retirements make up 42% of separations for 2020.
- 58% of the separations are due to resignations and involuntary terminations.

- RETIREMENTS
- OTHER

	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
<b>RETIREMENTS</b>	27	9	1	5	0	42	20	22
<b>OTHER</b>	23	22	6	6	2	59	29	30
<b>TOTAL</b>	<b>50</b>	<b>31</b>	<b>7</b>	<b>11</b>	<b>2</b>	<b>101</b>	<b>49</b>	<b>52</b>

# BENEFITS ELIGIBLE WORKFORCE

## Group Insurance by Employee Type



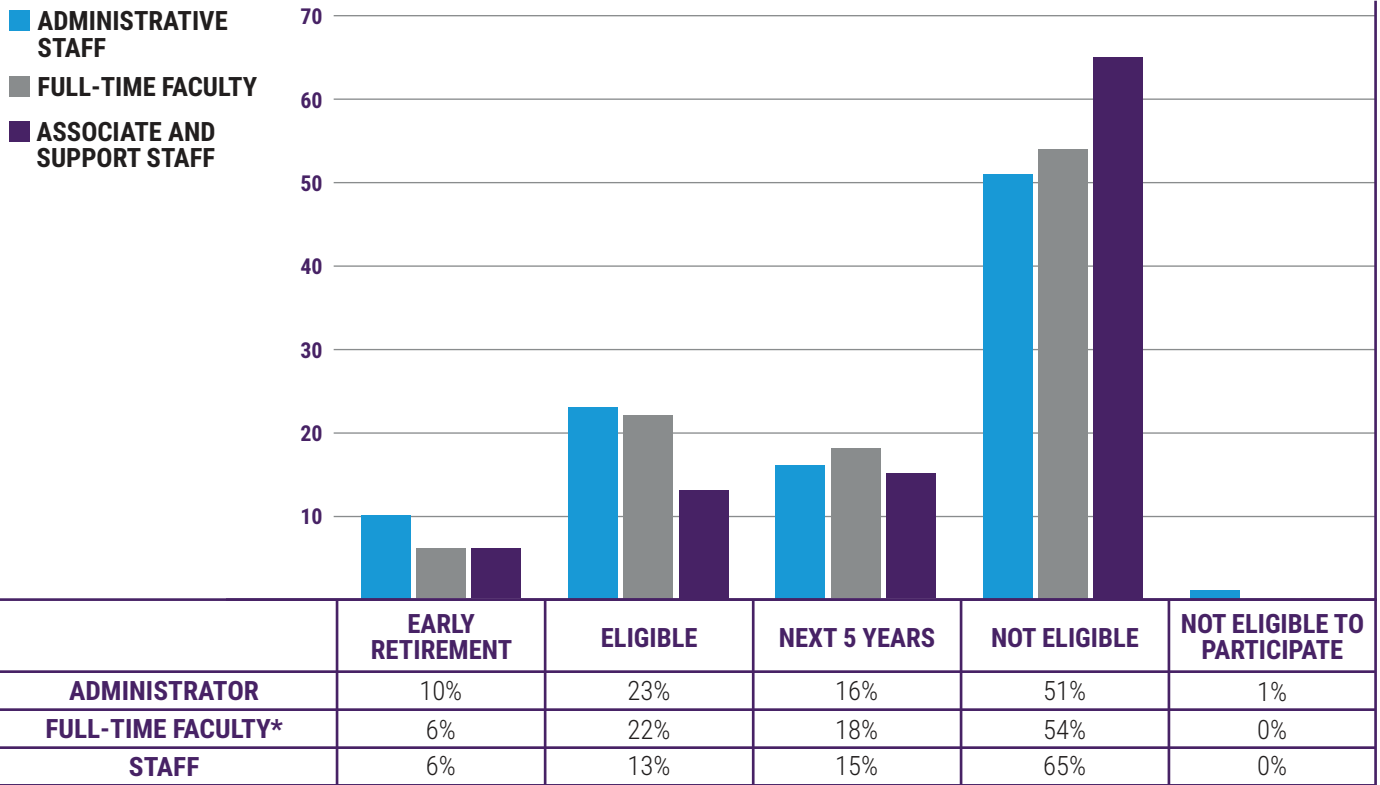
Note: Percentages are based on participation within employee group

### 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 (SRA) - 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.**

# BENEFITS ELIGIBLE WORKFORCE

Retirement Eligibility by Employee Type



\*Full-time faculty count includes department chairs

- 33% of administrators are currently eligible for early retirement or service retirement.
- In aggregate, 16% of the College’s employees will be eligible for early or service retirement in the next five years.

# BENEFITS ELIGIBLE WORKFORCE

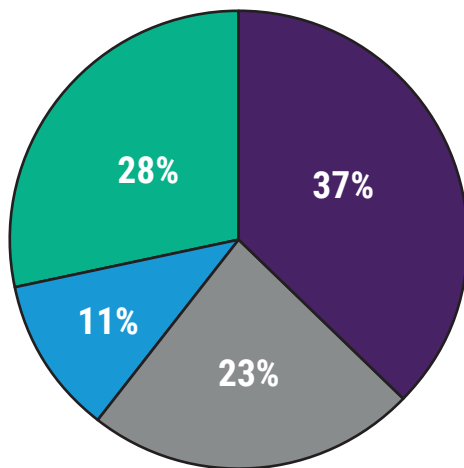
## Retirement Eligibility by Plan

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.

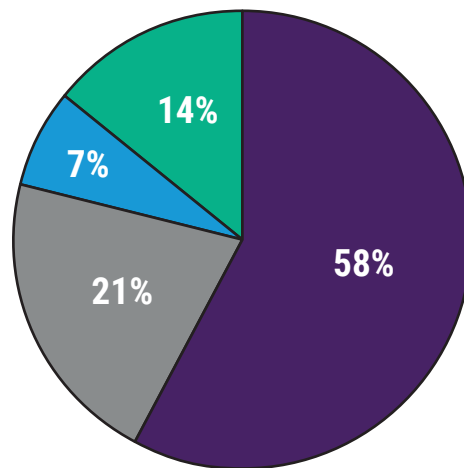
Significant changes were made to the State Pension Plan effective July 1, 2011. Contributions were increased from 5 percent to 7 percent for all employees. Vesting and retirement eligibility were increased for employees hired after July 1, 2011.

The information presented below provides retirement eligibility information for each of the plans. In aggregate, 17 percent of all College employees are currently eligible for service retirement, 7 percent are eligible for early retirement and an additional 16 percent are eligible, for either service or early retirement, within the next five years.

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



Optional Retirement Plan



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

**Plan Participants: 679 (37%)**

- 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.

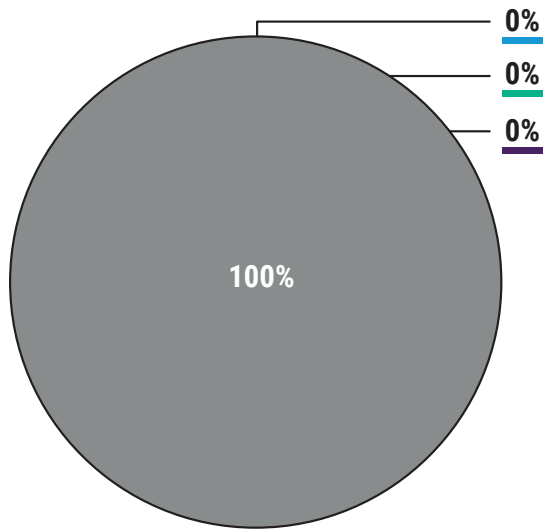
**Plan Participants: 679 (37%)**

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

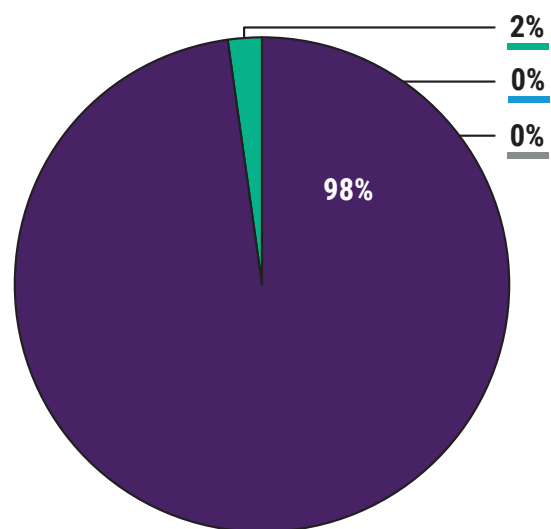
# BENEFITS ELIGIBLE WORKFORCE

## Retirement Eligibility by Plan

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



Teachers and Employees Pension Plan  
(Hired after 7/1/11)



SERVICE RETIREMENT
  EARLY RETIREMENT
  ELIGIBLE WITHIN 5 YEARS
  NOT ELIGIBLE

### Plan Participant: 1 (<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.

### Plan Participants: 484 (26%)

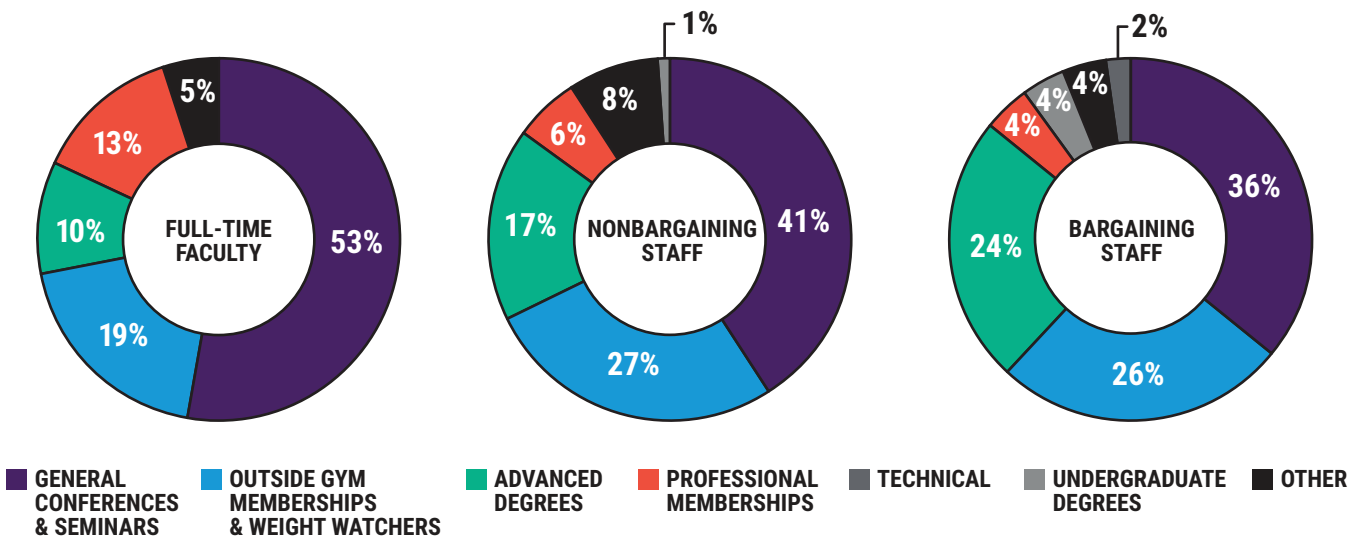
- Defined Benefit Plan
- Effective 7/1/2011
- Mandatory 7% contribution.
- Service retirement: "The Rule of 90" combined age and years of service must total 90.
- Active members with 10 years of service become eligible at age 65.
- Early retirement at 60 with 15 years of service.
- COLA included after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

## 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. Montgomery College has an EAP travel benefit available, however due to travel restrictions it was not available for utilization. At the request of union leadership, savings from reduced EAP travel expenses were reallocated to programs to support students in need and their families during the pandemic.

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. For FY20, the wellness program was expanded to include other outside fitness memberships, such as Peloton, Orange Theory, yoga studios, and dance classes. 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. A separate EAP budget of \$50,000 was established and carved out to provide reimbursement for the Weight Watchers and outside gym/fitness memberships.

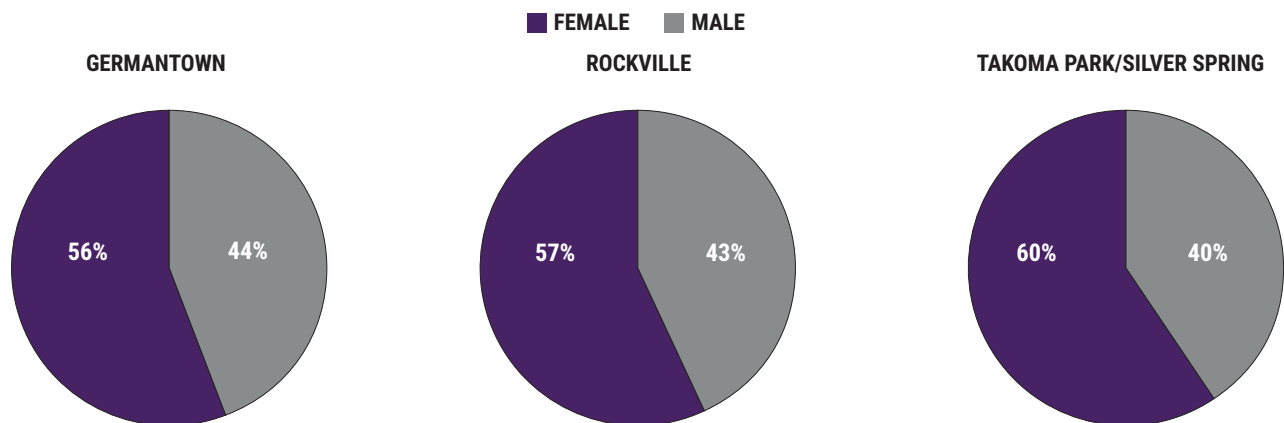
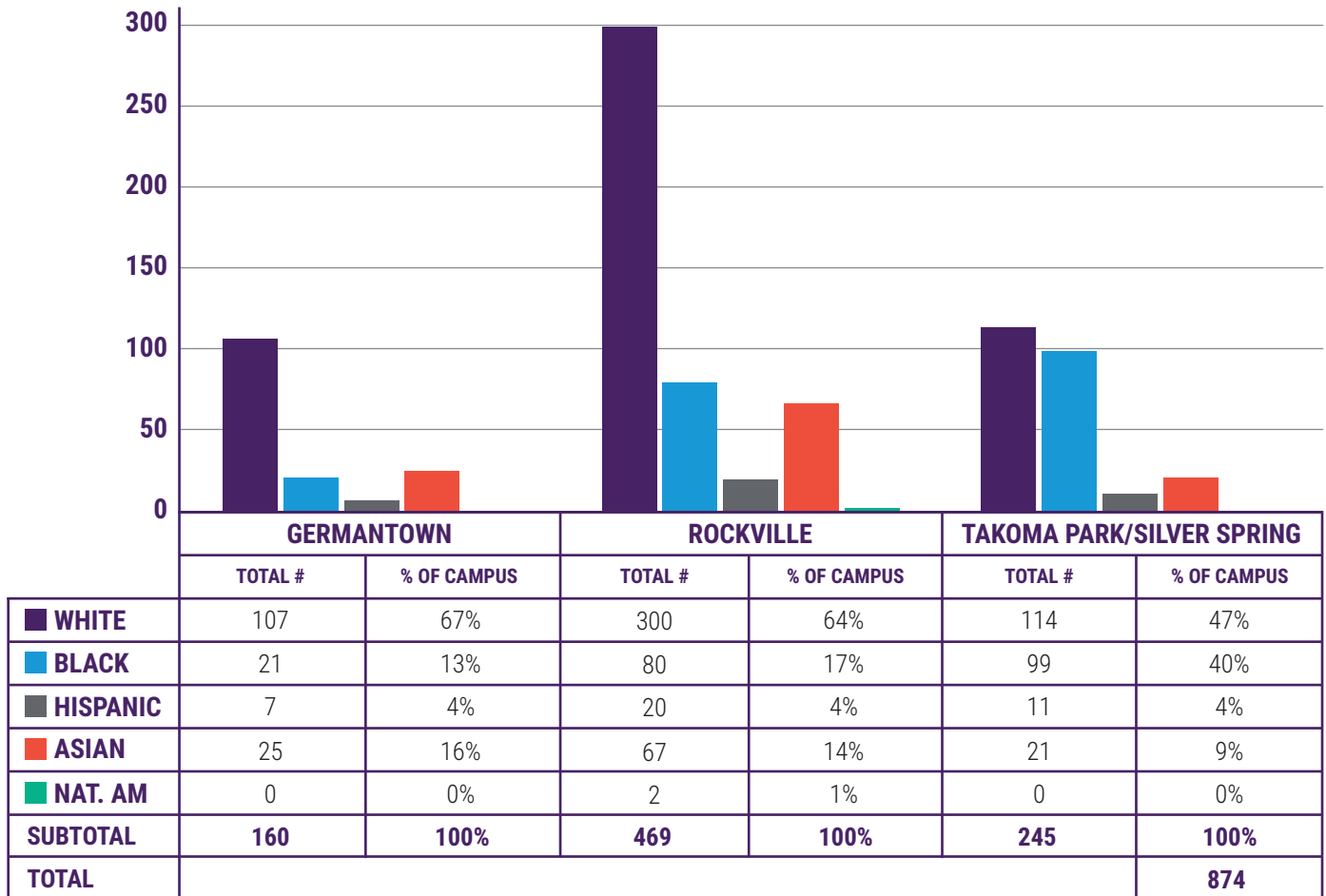


Note: Based on FY20 data



## CREDIT PART-TIME FACULTY

By Campus, Race, Ethnicity, and Gender



*\*Unduplicated headcount*

- 18% 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% of part-time faculty are primarily employed as other College employee types (staff, administrators, short-term temporary).

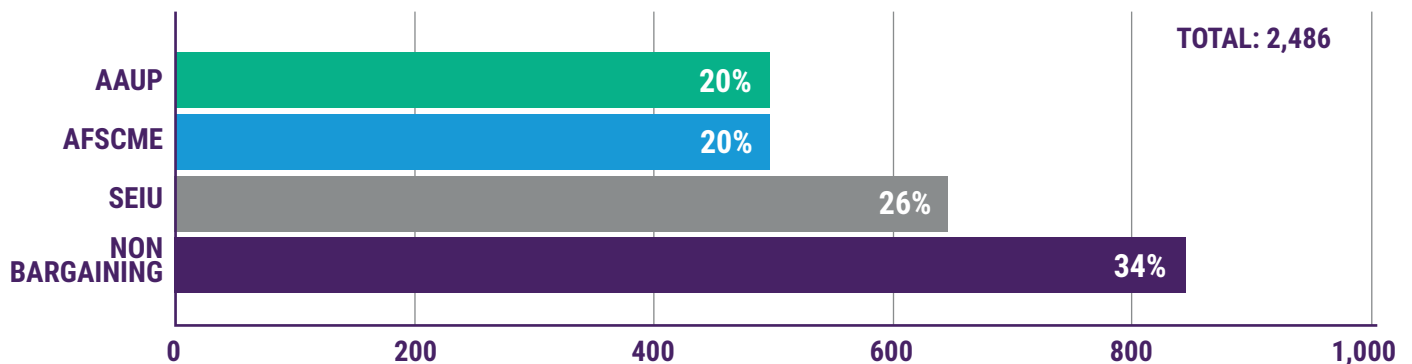
## CREDIT PART-TIME FACULTY

### Part-Time Faculty Compensation Schedules

	ACADEMIC YEAR 20-21
<b>LECTURER</b>	\$1,260 per ESH
<b>ADJUNCT I</b>	\$1,365 per ESH
<b>ADJUNCT II</b>	\$1,460 per ESH
<b>ADJUNCT II*</b>	\$1,475 per ESH

Note: Equivalent Semester Hours (ESH) = credit hours

## EMPLOYEES BY BARGAINING UNIT



## CASUAL TEMPORARY AND SEASONAL EMPLOYEES

by Race, Ethnicity, and Gender

	WHITE	BLACK	HISPANIC	ASIAN	NAT. AM	TOTAL	MALE	FEMALE
<b>WDCE</b>	135	66	25	20	5	251	100	151
<b>CASUAL TEMPS</b>	66	21	2	9	0	98	17	81
<b>STUDENT AIDE</b>	17	32	26	26	2	103	41	62
<b>WORK STUDY</b>	3	19	3	8	0	33	12	21
<b>TOTAL</b>	<b>221</b>	<b>138</b>	<b>56</b>	<b>63</b>	<b>7</b>	<b>485</b>	<b>170</b>	<b>315</b>

- Montgomery College employs 485 casual temporary and seasonal workers.
- 65% of these employees are female.
- 54% are Black, Hispanic, Asian, and Native American employees.
- Workforce Development and Continuing Education (WDCE) makes up the majority of our seasonal employee group with over 200 employees.