

COLLEGEWIDE POLICIES AND PROCEDURES
SUMMARY OF MODIFICATIONS, JULY 1, 2019 – JUNE 30, 2020

This summary is intended to provide users with a brief synopsis of the most recent revisions made and posted to the Montgomery College Policies and Procedures site between July 1, 2018 and June 30, 2019. For a full understanding of the changes, users should refer to the appropriate section of the policies and procedures.

Some of the changes were substantive, requiring shared governance and administrative approval; other changes were technical or non-substantive. Revisions to the policies and procedures are ongoing. To view the latest and most current version, first go to the [Official Policies and Procedures Home Page](#). Please bookmark this page for future use.

If you have any questions, please contact the Office of Planning and Policy at 240-567-7971 or via email at planning@montgomerycollege.edu.

REVISED POLICIES

Policy #	Title	Date Modified	Modifications
11006	Presidential Transition and Succession	5/18/2020	New Board Policy
21001	College Name	1/29/2020	Deleted the historical name change language; clarified the use of “Montgomery College;” added new language regarding use of College name, insignia, and logos; added new language to guide faculty, staff, and students regarding use of their affiliation with the College in personal activities.
38001	Recognition Awards	1/29/2020	Moved the criteria for all Board awards from the procedure to the policy.
43003	Tuition Waiver for Non-Employees of the College	9/23/2019	Deleted much of the details regarding special populations as this is adequately covered in the procedure; also added new language in Section II.
45005	Student Concerns About Athletic Programs and Activities	9/23/2019	Broadened the policy language to include all students, not just those participating in College-sponsored athletic programs and activities.
63001	Procurement	1/29/2020	Added “Contracts and Consultant Services” to the title as these are types of procurement covered by the language; added a new statement regarding the Board’s authority and compliance; deleted much of the operational language that is currently found in the procedures; condensed and revised much of the language to provide more clarity in the process and the Board’s authority.

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Policy #	Title	Date Modified	Modifications
63002	Consultant Services	1/29/2020	The policy was retired; this is now covered in 63001-Procurement.
68002	Contracts	1/29/2020	The policy was retired; this is now covered in 63001-Procurement.
72002	Art in College Capital Projects	11/18/2019	This policy was retired. The College's role is spelled out in County ordinance, so this language is redundant.

REVISED PROCEDURES

Procedure #	Title	Date Modified	Modifications
32207CP	Nomination, Recruitment, and Appointment of Department Chairs	6/10/2020	New procedure
38001CP	Recognition Awards	1/31/2020	Revised all employee award language to provide consistency between each employee award category; added new language on Equity and Inclusion Award; added new language on Distinguished Staff Award; deleted language related to the Employee Suggestion Program; moved Board award criteria to the policy; added new language on other department employee awards.
39003CP	Protection Against Retaliation	10/17/2019	Modified the reporting structure to provide opportunities for student reporting.
43003CP	Tuition Waiver for Non-Employees of the College	10/11/2019	Added new language regarding tuition waiver for parents of deaf and hard of hearing children.
45001CP	Tuition, Fees, and Refunds	6/10/2020	Added "crisis situation" to the list of involuntary withdrawal options.
45003CP	Tuition and Fees Rates; State Aid	6/10/2020	Pursuant to new state law, added domicile requirements to benefits for active duty military spouses and dependents.

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45004CP	Student Indebtedness	7/30/2019	Added new language prohibiting the assessment of late fees and denial of access to eligible students under the GI Bill experiencing any delays in VA tuition payments.
45005CP	Student Concerns About Athletic Programs and Activities	9/24/2010	New procedure
52001CP	Curriculum and Course Proposals	5/27/2020	Added faculty chair representation to the committee.
61008CP	Reporting Suspected Acts of Wrongdoing	10/11/2019	Clarified the reporting process and expanded the scope of wrongdoing that can be reported in the policy and adds athletic program concerns to the list of acts within the procedure, along with student access to the confidential reporting line.
63001CP	Procurement	1/31/2020	Added “Contracts and Consultant Services” to the title as these are types of procurement covered by the language; condensed and clarified the different types of procurement, along with the threshold dollar amounts; added new language related to contracts and consultant services.
63002CP	Consultant Services	1/31/2020	This procedure was retired; all relevant language has been added to 63001CP-Procurement.
68002CP	Contracts	1/31/2020	This procedure was retired; all relevant language has been added to 63001CP-Procurement.
72002CP	Art in College Capital Projects	11/18/2019	This procedure was retired.
75005CP	Protection of Minors	10/18/2019	Added language requiring employees working with students in credit and noncredit courses and programs specifically designed to be delivered to K-12 aged students, regardless of modality and location, to undergo background screening.

ACADEMIC REGULATIONS REVISIONS

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Regulation	Title	Date Modified	Modifications
AR 3.71	Credit by Proficiency Assessment	1/17/2020	This change allows students to receive MC transcribed credit with a grade for eligible courses taken at MCPS if they pass a proficiency assessment. Such credit would be annotated as “proficiency assessment credit.”
AR 4.10	Withdrawal from Classes	5/27/2020	Added new “WC” grade – withdrawal due to crisis; added language to clarify the use of “W” and “WC” grades; allows students to request “WC” after grades have been posted via the academic appeals process.
AR 6.0	Grading	5/27/2020	Added new “IC” and “WC” grades; deleted outdated “M1” and “M2” grades.
Regulation	Title	Date Modified	Modifications
AR 6.6	Disputed Final Course Grades	1/17/2020	Changes include additional clarity in the process, electronic submission of grade dispute forms, additional contingencies, additional protection of student and faculty rights in the process, and clarity regarding the disposition of documents and materials.
AR 6.8	Honors – Dean’s List Eligibility	1/17/2020	Modified the eligibility requirements. This regulation will go into effect the next academic year.
AR 7	Academic Standing	5/27/2020	Temporarily suspended “Approval of Course Registration” and “Academic Suspension” provisions until further notice.
AR 8.5	Graduation with Honors	1/17/2020	Modified the eligibility requirements. This regulation will go into effect the next academic year.