

MONTGOMERY COLLEGE GOVERNANCE
Administrator Council Meeting Minutes
Thursday, March 9, 2023
Via Zoom
1:00 to 3:00 p.m.

Attendance:

- Members present: Jamin Bartolomeo (Chair), Akima Rogers (Vice Chair), Shinta Hernandez (Secretary), Kristen Roe (sitting in for Cassandra Jones), Steven Greenfield, Terrence Evelyn, Monique Davis, Brandy Naughton, Chevelle Glymph, Ja'Bette Lozupone (sitting in for Carmen Poston-Farmer Travis)
- Guests: Dr. Jermaine F. Williams, Steve Cain, Clevette Ridguard, Michael Mills, Suzette Spencer, Dorothy Umans, Donna Kinerney, Meghan Gibbons
- Members absent: Cassandra Jones, Carmen Poston-Farmer Travis

Call to Order:

- The meeting was called to order at 1:02 p.m. by Chair Jamin Bartolomeo. Quorum was met.

Agenda Approval:

- Agenda has been approved.

Minutes Approval:

- Minutes have been approved.

Constituent Concerns:

- None

Presidential Updates:

- Dr. Jermaine F. Williams has appreciation for our Council and shares platform for open discussion.
- What can we expect from the 2-day Administrators Leadership Conference on June 9-10? Dr. Williams states planning is still ongoing, but possible topic includes the strategic plan refresh. There is a possibility that this conference may be only one day.
- What does the word 'regional' mean from Goal 1 of Strategic Plan Refresh? Dr. Williams believes the regional community suggests anything outside of the county though not as far as national.
- How do we measure post-completion success? Dr. Williams states we are actively using MLDS data (wage data of their graduates) as a starting point.
- What can we do about the 25 vacancies we have in facilities? Dr. Williams suggests talking with Sherwin Collette about this.

- What are students saying? Dr. Williams lists finances/college affordability, transfer process, mentoring, and well-being.
- Where do you see the College in a post-COVID era (related to Dr. Alan Levine’s keynote speech)? Dr. Williams broadly suggests “we go where we are needed.” Residents and students should tell us where we need to be. This can be defined by course modality, program offerings, etc. That is why we need to continuously engage with our students, and faculty and staff, particularly those who we don’t hear much from. In the wake of the 4th revolution of AI, how are we being nimble? Students want “just in time” education.

Chair’s Report:

- College Council Report:
 - a) MC Governance nominations and elections: Be sure to elect!
 - b) A special anti-racist training held on April 4, 2023 at 2:00 p.m.
 - c) Staff Enrichment Day is March 15, 2023 at the TP/SS campus (during Spring Break). Be sure to register!
 - d) There is \$40,000 available for Innovation Fund Grants. This year’s theme is hybrid strategies to increase enrollment, retention, and engagement. Deadline is March 21, 2023.
 - e) MC’s Got Talent Show held on March 23, 2023 at PAC. Funds go back to student scholarships.
 - f) Asian American and Pacific Islander Heritage Month Kick-Off Festival on April 26, 2023 at Theater Arts Arena from 11:00 a.m. to 2:00 p.m.
 - g) Commencement is on May 19, 2023 at 10:00 a.m. at RV. Livestreaming will be available.
 - h) Fairytales on Ice held on March 24, 2023 at TP/SS CAC.
 - i) Women’s and Gender Studies events held during March 2023.
 - j) Interpretation and Translation Services include 24/7 phone interpretation and in-person and document translation for College related activities. Contact Karla Silvestre if interested.
 - k) Mass Casualty Training Exercise scheduled for April 29, 2023. Volunteers needed for 6 hours from 7:00 a.m. to 1:00 p.m.
 - l) Open Education Week this week celebrates the work in OERs, Z-courses, and Z-degrees. Nearly 600 sections of Z courses with more than 10,800 student enrollments in Fall 2022. Saved nearly \$11 million in textbook cost savings since Spring 2017.
 - m) eFaculty Fellowship for Dual Enrollment application is due March 31, 2023.

Old Business:

- The process of the Administrator Leadership Awards has the perception of inequitable elements. Terry and Chevelle will meet with Krista Leitch Walker to find out more about this process:
 - a) Why is there no monetary award?
 - b) Why can only peers nominate?

- c) Why can the awards only be presented at the Administrators Leadership Conference?
- Grievances against administrators has no appeals process. Carmen and Kristen Roe can ask HRSTM to talk with us about this process.
 - a) Kristen discussed with Emilee Racek, and maybe we can invite Carol Kliever to the April meeting about possible changes to ELR policies.
- New Administrator Onboarding Institute:
 - a) Content for this institute has to be developed and maintained by the Council, with facilitation help by ELITE.
 - b) Monthly sessions on relevant topics may be popular, in addition to a repository and asynchronous modules.
 - c) What would make onboarding of new administrators easier? Knowledge of Montgomery County landscape, internal and external constituent groups, transition to administrator role, etc. → These topics can also apply to all administrators, so these monthly meetings can serve as in-service training.
 - d) Mentoring program can also be beneficial.
 - e) Leadership Montgomery can serve as a model to discuss replication.
 - f) Next step is to work with Mike Mills and ELITE team to come up with possibilities. We will put out a call of interest to the Council for this subgroup.

New Business:

- None

Next Steps:

- None

Adjourned:

- Meeting adjourned at 2:38 p.m.

Submitted by:

Shinta Hernandez, Administrator Council Secretary