

MC GOVERNANCE

Montgomery College
College Council Meeting #7 Minutes

Tuesday, February 14, 2023

1:00 – 3:00 PM

Zoom Meeting

Attendees

Present: Shakenna Adams-Gormley (Vice-chair), Katherine Goldstein (Secretary), Joe Marshall, Swechchha Shrestha, Amanda Darr, Alice Santoro, Dana Baker, Jon Pointer, Rabbee Awan, Jamin K. Bartolomeo, Matthew Wilson

Absent: Kimberly Jones (Chair), Paul Miller

Proxy: Shakenna Adams-Gormley (Vice Chair) for Kimberly Jones

Guests: Dr. Jermaine F. Williams, Dr. Sanjay Rai, Akima Rogers, Rishi G. Nixon, Angie o. Moy, Joyce Matthews, Dr. Meghan Gibbons, Dr. Brad Stewart, Jona Colson

Liaison: Dr. Stephen D. Cain

Governance Director: Dr. Clevette Ridguard

Call to Order

There was a quorum to conduct business. Shakenna Adams-Gormley (Vice Chair) called the meeting to order at 1:00 pm. The meeting was recorded for internal use only.

Constituent Concerns

- Faculty brought forth a concern to the Faculty Council they would like to know if the College has the date for Commencement and when will it be announced. There was a nomination to suspend Robert's Rules to answer the question on Commencement. Robert's Rules was approved by the Council. Joyce Matthews addressed the concern we have a resolution that will go forth to the Board of Trustees at the February 20th meeting, which will be voted on and finalized for vendors and the budget for Commencement. Dana Baker asked if the Commencement would it be one day or multiple days and if it will be at one location? Joyce Matthews response was one day and one location. Jamin Bartolomeo ask will the Commencement to held at Montgomery College? Joyce Matthews response was that is the recommendation. Robert's Rules were reinstated by the Vice Chair Shakenna Adams-Gormley the floor was turned over to the Secretary, Katherine Goldstein for roll call.
- Rockville Faculty Senate brought forth a concern with the AI how it will affect our

teaching and learning at the institution? College Policy and Procedure.

- Administrative Council brought forth several concerns pertaining to Staff Enrichment Day. One concern is the return to the office by 2:00 p.m. travel time between campuses. Why can't the College close for the day? Lastly, the offices that close at 2:00 p.m. will have to reopen when they would normally be closed to assist students.

Approval of Agenda and Minutes

The agenda was approved as written. The minutes for December 13, 2022 meeting were approved as written.

Chair's Report (Shakenna Adams-Gormley (Vice Chair)

- Board of Trustee's Meeting Wednesday, March 22nd and Monday, April 17th please signup to attend.
- Montgomery College Nominations and Elections
 - Nominations February 27th – March 8th
 - Elections March 29th – April 7th
- Staff Enrichment Day on March 15, 2023 services will be suspended until 2:00p.m.
- Office of Information Technology Reminders for the beginning of the year. Contact IT Service with questions by email at inservicedesk@montgomerycollege.edu or by phone at 240-567-7222
- Mobil Market Campus Dates
 - Germantown Campus 10:00 am – noon February 1st, March 1st, March 29th and April 26th.
 - Rockville Campus – 10:00 am – noon February 8th, March 8th, April 5th, and May 3rd.
 - Takoma Park Silver Spring Campus 2:00pm – 4:00pm February 15th, March 22nd, April 12th and May 10th.

Please visit SHaW Center, shawcenter@montgomerycollege.edu or contact Sergio Washington at 240-567-4389.

- Takoma Park Silver Spring Library Renovation as of January 18th the temporary location will be located on the first floor of the P1 building. Spring 2024 the renovations will be complete the RC building will reopen.
- Your Voice, Your MC: Employee Experience and Climate Survey
 - February 6 - Survey opens
 - February 6 - Complete and submit the survey
 - February 20 – Survey closes
 - May 2023 / Fall 2023 –Survey results shared with the College community. Information sessions held for action planning.
- New Montgomery College Wellness website, for more information visit <https://info.montgomerycollege.edu/office/human-resources/wellness.html> or contact megan.cooperman@montgomerycollege.edu.
- Update on Mental Health Project
 - Week of April 24th
 - Several campuses working on this initiative with various departments and

- organizations:
 - Student Council
 - WDCE Council
 - TP/SS Campus Council
 - RV Campus Council
 - GT Campus Council
 - Faculty Council
 - Flyer to come out in March 2023
- Anti-Racism Badge for Faculty and Staff from The Office of Equity and Inclusion.
 - Sessions will be held from 9:30 am to 12:30 pm.
 - Friday, February 24, 2023
 - Friday, March 24, 2023
 - Friday, April 14, 2023
 - Friday, May 12, 2023

Board of Trustee Meeting Summary (Dana Baker, Faculty Council Co-Chair)

Dana Baker attended the Board of Trustee meeting she gave an overview of what was discussed

- Approval of Agenda
- Public Hearing of Proposed FY24 Operation Budget
- Approval of Minutes for December 12, 2022
- Personal Actions Confirmation Report BR#23-01-041
- Modification of Policy 31001 – Sexual Misconduct
- Reports – Conversation with Constituents
- Presidents Report
- Committee and Liaison Reports
 - Budget Review and Financial Sustainability Committee
 - Montgomery College Alumni Association
- Chairs Report
- Award of Contract
 - Sole Source Award of Con, Ellucian Customer Relationship Management Advance Software BR#23-01-044

For more details please visit, https://www.montgomerycollege.edu/documents/about-mc/leadership/board-of-trustees/minutes/minutes_220126.pdf

HR internal consultants (Your Voice, Your MC – Employee Experience and Climate survey (Scott Brown, Organizational Development and HR Outreach Manager)

Scott Brown thanked the College Council for getting the word out and promote engagement with, or participation with taking the survey. The College members gave feedback of the concerns of the Montgomery College Community in reference to confidentiality.

Council Chair Updates (All)

- Germantown Council – Amanda Darr
 - Fun in the Park Day partnering with Student Life
- Workforce Development and Continuing Education Council – Rabbee Awan

Reported more participation attendance. Steve Greenfield gave a report in reference to a more unified MC College that there is more integration between credit and noncredit (WDCE).

- Operational Services Council – Joe Marshall
 - Presentation from Scott Brown.
 - Data Presentation Student Metrics.
 - Using Press books which is a tool the college uses it has something to do with our information we provide to the students.
 - There are several constituent concerns that we are working on.
- Faculty Council – Dana Baker
 - Course with students on a waiting list – Discussed with Dr. Rai.
- Takoma Park Silver Spring Campus Council – Alice Santoro
 - Kristen Rowe provided a presentation on social resource programs, ADA Compliance and Title 9.
 - Strategic Enrollment Management talk presented by Dr. Kimberly McNair.
 - Partnering with the Provost Office, Public Safety and Student Life to focus on helping students with disabilities, and to identify some barriers and challenges on campus.
- Academic Services Council – Shakenna Adams-Gormley
 - Working with enrollment services with more course description.
 - Review of University of Maryland repositories to mirror what they have for students to have the syllabus beforehand to better prepare the student for the course.
 - Council is working on a repository for the Chairs.
- Student Council – Swechchha Shrestha
 - Social media marketing presentation by Stephanie Krasnoff.
 - John Hamman reported on Strategic Plan Refresh.
 - We have a Mental Health goal and will be working with the committee.
- Staff Council – Matthew Wilson
 - Constituent Concerns.
 - Food security.
 - Food Drive.
- Rockville Campus Council – Katherine Goldstein
 - Promoting communication – working on communication Kit.
 - Mental Health.
- Administrator Council – Jamin K. Bartolomeo
 - Rebuilding and reconnecting with constituents.
 - Onboarding process for Administrators update process working with Elite.
 - Policy and Procedures for Administrators.
- Student Services and Success Council – Sergio Washington
 - Dr. Jermaine F. Williams discuss the Strategic Plan for the College.
 - Highlight 5 areas of the college that support students. Create one pages so students can better understand the resources the college offers.

Governance Information (Dr. Clevette Ridguard, Governance Director)

Dr. Clevette Ridguard reviewed governance council expectations, conducted refresh training, and reviewed guidelines. To review the detailed PowerPoint Presentation please visit our Governance Blackboard Community.
Community.

Presidential Remarks (Dr. Jermaine F. Williams, Montgomery College President)

Dr. Jermaine F. Williams addressed the College Council with great appreciation for their hard work and to welcome to the spring semester. Dr. Jermaine F. Williams appreciated the opportunity to attend the meetings and to hear the concerns and updates from the College Community. Dr. Jermaine F. Williams spoke of visiting all three campuses and welcoming students, faculty, and staff back to the spring semester. Dr. Jermaine F. Williams spoke of the excitement and energy of the students. He visited offices on campus and greeted parents and community member at the various events. Dr. Jermaine F. Williams announced some fantastic news to the College Council. Enrollment has increased a full percent from the number this time last year over the amount the College projected. Dr. Jermaine F. Williams was invited to interview with a reported from the National Student Clearing House. He encourages the Council to read the article. Dr. Jermaine F. Williams attended early college childhood education alternative certification event. The event covered ground breaking work to the training and certification for teachers. Dr. Jermaine F. Williams covered the process of SPARC, he ended with how thankful he is for the continued work of the College Council.

Adjourned

The meeting was adjourned at 2:59 p.m.