

## **MONTGOMERY COLLEGE GOVERNANCE**

### **Employee Services Council**

**Thursday, September 12, 2018**

**2:00 p.m. - 4:00 p.m.; Location: CT S102**

### **Minutes**

#### Attendees

Present: Sabrina Bielefeldt, Chauncy Butcher, Christopher Campanella (via phone), Richard Cerkovnik, Rowena D'Souza, Liz Feldman, Nicole Given, Mary (Aggie) Harrell, Michelle Harrell, Chayanne Samuels, Krista Leitch Walker

Absent: Sundu Andrea Bayoh

Guest: Donna Schena, Interim Senior Vice President for Administrative and Fiscal Services

#### Call to Order

The meeting began at 2:10 pm.

#### Constituent Concerns/Comments

- There were no external to ESC constituent concerns/comments.
- During the meeting, ESC membership discussed that the Café in Cafritz building at TP/SS is now closed. Suggestion was made to discuss it with the TP/SS Council. Also, Chris Campanella will follow with additional information.

#### Telework

- Donna Schena discussed the current telework policy and reviewed its history.
- A workgroup comprised of ESC and Staff Council members met over the summer 2018 to work with Acting AVP Schena to review a telework study and make recommendations for implementation of telework at MC.
- The current policy is being reviewed and changes will be made to reflect how and where employees work today.
- Training will be required for all employees who would like to telework and their supervisors starting July 1, 2019.
- Clear guidelines will be in place that clearly define which positions are eligible for telework.
- Telework restriction that was in place for administrative and fiscal services has been lifted.

#### Officer Nominations and Elections

- Michelle Harrell volunteered to be chair and the committee approved her nomination. Later in the meeting, Michelle had to decline the nomination due to job responsibilities that conflict with College Council meetings.

- Rich Cerkovnik was then nominated and approved as chair.
- Student Cheyenne Samuels nominated herself to be vice chair and Nicole Given nominated herself to be secretary. The committee voted and accepted both nominations.

#### HRSTM Report

- AFSCME negotiated an agreement for a 1% general wage adjustment and a 2% salary increment increase.
- AAUP came to an agreement for FY 19 salary adjustments – 1% general wage adjustment and 2% salary increment increase.
- FY 18 negotiations are still occurring.
- Adjustments will be made now and will be distributed retroactively.
- ESH rates have increased for part-time faculty.
- A more strategic approach is being taken to fill positions.
- The fiscal update will be sent to the College community pending board approval.
- The HRSTM website has been redesigned with a focus on making things easier for visitors to the site.

#### Goals Process and Expectations

- Handout of list FY 18 goals and possible goals for FY 19
- Some goals are already being addressed while others may need follow up
- Committee members should think about what goals should be this year's focus, either new or continuation from previous year
- Discussion about EEAG – not needed this year if there will not be an employee engagement survey

#### Open Topics

- Café in Cafritz building at TP/SS is now closed. Suggestion was made to discuss it with the TP/SS Council.
- Discussion about decisions/recommendations made at College Council meetings. Rich, as chair, attends each meeting and will report back at ESC meetings.

Meeting adjourned at 3:52 p.m.