
MONTGOMERY COLLEGE GOVERNANCE
Germantown Campus Council
March 6, 2018
PK 105
2:00-4:00 p.m.

Attendees

Present: Tonya Baker, Diane Chapin, Rhiley Farenthold, Britney Green, Suraya Johnson, Maurice McCambley, Binta Njie, Mary Robinson, Kelly Rudin, Harvey Stempel, Natalie Stringer

Absent: John Billos, Nathaly Sook Castillo

Leader Liaison: Margaret Latimer

Call to order

Tonya Baker called the meeting to order at 2:03 p.m., and began the meeting by welcoming Natalie Stringer to the committee, and reviewing the agenda.

Constituent Comments

No new constituent comments were presented.

Approval of Minutes

Minutes from meetings held on 12/05/17 and 02/06/18 were approved.

Old Business

- Tonya Baker reported that the computer servers have been rebuilt by IT and that the message boards on campus were now working properly again.
- The meeting with Follett, the bookstore vendor, about bookstore policy concerns did not happen. Tonya Baker will check with department chairs to see if the meeting needs to be rescheduled.
- Regarding visitor parking spots in different lots: no action on this item yet. Perhaps, Tonya Baker suggested, this item could be presented to the College Council next year.

Governance System Discussion

- The committee members discussed the governance structure, elections, and the open seats on the Germantown Campus Council.
- Committee members also discussed the possibility of holding a campus council led information session about governance, or the possibility of the campus council hosting a campus coffee event.
- Ideas to increase campus voter turnout for elections were also discussed including: voter booths, rewards for voting, and posters encouraging voter participation.

Discussion of the Equity and Inclusion Survey with Sharon Bland

- Chief Equity and Inclusion Officer, Sharon Bland, facilitated a discussion about the results of the Equity and Inclusion Survey, which have been published, and commented on by Dr. Pollard in a Dear Colleague letter dated December 20, 2017.

- Quantisoft, LLC, the firm that administered the survey, will discuss the results of the survey with the Senior Administrative Leadership Team.
- The Student Life office on the Germantown campus was a noted item of concern in the survey. Rhiley Farenthold mentioned that the campus has a lack of social mixers, involvement with “hot topics”, a central safe space gathering place, and heritage day celebrations.
- Sharon Bland, representing the Institute for Race, Social Justice, and Community Engagement, has submitted a grant request to the Innovation Fund Grant program, for technology to link MC campuses together.
- Three significant items to address from the survey are:
 - (1) Development of a coaching/mentoring program.
 - (2) Zero tolerance for retribution, and for a culture of fear and retaliation.
 - (3) Training and formal programs whereby inclusion activities provide opportunities to turn what is learned into action.

Student Senate Report

- Elections: The Senators-at-Large application deadline has been extended. The new deadline and subsequent campaigning /elections will coincide better with Rockville and TP/SS, and further consistency with the one-college model.
- Enactus “Food for Life”: Looking for a firm to provide better quality food options for students on campus. A student feedback survey in this regard will be completed by April 6.
- Masquerade Ball – Upcoming event on 4/6/18
- Raptor Love Week 2/12 – 2/13/2018: Participants gave out candy, cupcakes, and cookies for students to decorate. Promoted senate elections by passing out applications, and collecting signatures.
- For the Brothers 2/19 – 2/23/ 2018: low attendance but a good learning experience for designing future programs with a broader reach to attract a wider group of students, yet also provide minority students with useful knowledge, strategies, and care.

Provost’s Report

- Presidential Dialogue series this evening (3/6/18) in Germantown with NPR’s Joshua Johnson.
- Amanda Stroud notified Margaret Latimer that new campus signage identifies Globe Hall as Global Hall. The signage will be corrected.
- There is a push to prepare for the Middle States visit. Be prepared to talk about your role at the college, assessment, DFW rate decreases, cost to complete, OERs, Z-courses, etc. according to your position.
- Security issues: there was a productive and state-of-the-art Table Top exercise for administrators to help identify best security practices and find flaws in current security plans. There will be an active shooter drill on 5/3/18 at the Rockville campus. This will be done in conjunction with state and county homeland security agencies. A discussion ensued with councilmembers about a variety of security issues and concerns.

Chair’s Report

See attached.

Adjournment

Kelly Rudin motioned to adjourn. This was seconded and the meeting adjourned at 4:28 p.m.

Germantown Campus Council
Chair Report and Announcements for 03-06-18

Chairs Report

Proposed Amendment to the Governance Constitution

- Memo dated 2/19/18 from MC Communications. Summary of amendment: add an additional PT faculty member to each of the four functional councils (Academic Services, Employee Services, Student Services and Success, and Operational Services). College Council will vote on this amendment on March 20, 2018. Make your feedback known.

Policy and Procedures Open for Comment until March 28, 2018:

- 33001/33001CP-Staff Classification Systems and Position Descriptions
These policy and procedure modifications propose changing the title to "Staff Compensation Systems and Position Descriptions" to better reflect that classification is part of a compensation system. Policy changes include a new statement on compensation philosophy, along with title changes and improved grammatical flow. Procedure changes include the addition of the College's market-based methodology for assigning class specification to specific pay ranges. Additional changes include systematizing the review cycle for reviewing classifications and eliminating redundant language regarding administrator responsibilities as these are articulated in all administrator contracts.

33002/33002CP-Staff Position Content Control and Management

These policy and procedure modifications propose merging the existing 33003-Establishment of Position policy and procedure with the current policy 33002-Staff Position and Content Control to create a new policy and procedure titled "Establishment and Management of Positions." The policies have been merged and the procedure language imported to eliminate redundancies. Titles have also been updated throughout.

Maryland Healthy Working Families Act

- The Maryland Healthy Working Families Act establishes a uniform minimum mandatory sick and safe leave (SSL) program, which took effect on February 11, 2018. The law requires employers with 15 or more workers to offer annual paid SSL. Montgomery College employees working at least 12 hours a week and 24 hours in a two-week pay period would accrue paid SSL under the law. Employees who meet the eligibility requirements will be entitled to accrue at least one hour of SSL for every 30 hours worked as long as they work at least 12 hours a week and 24 hours in a two-week pay period.

Announcements

- Complete the Ethics Survey. Open until March 9, 2018
- Take Our Daughters and Sons to Work Day Registration will open early March. Registration is limited to 50 children. Event date: 4/26/18
- Student survey results are in (Memo 2/21/18)
- Joshua Johnson, Presidential Dialogue, Role of Media in America Democracy; March 6, 2018; 7pm; Globe Hall
- Public Safety Conversations with Shawn Harrison (InsideMC)
- Middle States Accreditors Visit – March 18-21. Everyone is invited to Evaluation Team Presentation on Wednesday, March 21 from 9:00 am – 10:30 am at PAC.