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# MC GOVERNANCE

## MONTGOMERY COLLEGE

Rockville Campus Council Meeting #1 Minutes  
September 3, 2019  
Rockville, Humanities (HU) 009  
2:00 – 3:30 p.m.

### Attendees

*Members present:* Christine Tracey (Chair), Lori Kaufman (Vice Chair), Nghi Nguyen (Secretary), Alvin Trask, Asia Lunn, Mojisola Ahonsi, Carrie Fitzgerald, James Mitchell, and Cinthia Martinez-Lopez.

*Proxies present:* -

*Members excused:* -

*Invited Guests:* -

### Call to Order

- The regular meeting was called to order at 2:05 p.m., by Chair Christine Tracey.
- The agenda was approved as written.

### Approval of Minutes

- May 7, 2019 minutes were approved.

### Constituent Concerns

- Concern brought up by Alvin Trask regarding graduate audit workload.
- Mojisola Ahonsi brought up a concern about students saying that they were not aware of the new printer system, because no email was sent out to students.

### Chair's Report

- MC Safety Fair at all three campuses: TPSS (9/9), RV (9/12), GT (9/16).
- ELITE Learning Pathways available for FY 2019-2020. See ELITE Fall 2019 newsletter for information.

### Unfinished Business

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### New Business

- Council did a self-assessment icebreaker.

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- Chair Christine Tracey asked council members to bring up an interesting icebreaker for each month.
  - Goals Setting Brainstorming for FY19-20
    - Goal 1: Student Success - AskMe
      - Have a pin or badge for AskMe so students can come up to a faculty/staff member and get help. Students can ask questions such as building, printing, library, etc.
      - Challenge other campuses to the same goal.
    - Goal 2: Campus Employee Emergency Preparedness
      - Help create or list resources for an emergency master sheet (cheat sheet) of how to prepare for emergency. Examples include where the nearest AED machine, fire extinguisher in each building; the closest exits.
      - Push for campus training for something like CPA, how to use AED machine.
      - What Would You Do?!
      - Have the vignettes (videos, flyer) on the monitors.
      - Have Carlo Sanchez/Donna Schena to come and speak at one of the council meetings.
    - Goal 3: Student Success – Get to Know a Student
      - Learn the name of 10 students
      - Come up with a list on how to cultivate a relationship with students?
      - Dr. Kelley could possibly take the person out to lunch.
      - The Name Game?
      - Tips and tricks for memory retention.
      - Send staff/faculty a sheet on how to get to know students.

### **Announcements**

- James Mitchell brought up that faculty deadline for 2FA is September 30.

Meeting Adjourned at 3:30 p.m.

Respectfully submitted by  
Nghị Nguyen, Rockville Campus Council Secretary