
MONTGOMERY COLLEGE GOVERNANCE

Staff Council
October 17, 2019
CT S301
1:00pm-3:00pm

Attendees:

- Members Present: Shakenna Adams-Gormley (Chair), Brooke Crothers, Ramon De La Cruz (Vice Chair), Vickie Drake, Stacey Gustavson, Erin Hudgins (Secretary), Christine Hunt, Amir Khademi, Tilandra Rhyne, Carroll Rollman, Amanda Stroud, Monica Wong
- Proxies Present: Debbie Juneja for Jacquelyn Williams
- Members Excused: Javier Porras

Call to Order

- The regular meeting was called to order at 1:05pm by Chair Shakenna Adams-Gormley.

Constituent Concerns:

- Shakenna Adams-Gormley shared an addition to the 2 Factor Authentication concern that the optional dongle is to be paid for with an employee's personal money.

Minutes:

The minutes for the October 3, 2019 meeting were approved as prepared.

Chair's Report:

The College Council approved an amendment that allows the Student Council to meet via GoToMeeting/Zoom to allow more of their members to participate in their regular meetings. A presentation was given to the College Council on 2 Factor Authentication. Toastmasters is looking for more people to join for the MC chapter. Starting in January 2020 MC will be transitioning to using Zoom as the online meeting platform, this transition should be complete by the end of March 2020. The Staff Council photo will be taken at our next meeting on November 7. Amanda Stroud will be appointed as the Staff Council representative to the Employee Engagement Advisory Committee, and we still need representatives for PACEI 2.0 and the Equity Awards committee.

Unfinished Business:

The Council approved the two goals that we discussed in our last meeting – partnering with the Student Council to continue to improve campus shuttle services and increasing awareness of the Staff Council. The Staff Enrichment Day committee reported that they would like for us to make a recommendation asking to have services suspended again. The request would be for the same hours as before but ideally to have the entire day suspended. In order to make this less of an impact, the committee suggested that SED be held on the Thursday of Spring Break week since Student Enrollment Services already closes at 12:00pm on Thursdays. Discussion was had pointing out that sometimes MC is closed on the Thursday of Spring Break, so we would need to be clear that SED would be held on a different day for those years. Erin Hudgins moved and Vickie Drake seconded to have SED provide us with a draft recommendation for this. The motion passed unanimously and Tilandra Rhyne volunteered to write the recommendation.

New Business:

- Carroll Rollman asked for feedback from the Council regarding the constituent concern that was forwarded to the Faculty Council. This concern was related to Faculty not using their Outlook calendars, causing problems with meeting scheduling and student contacts. Council members provided several examples of when this has happened and what the consequences have been. Other examples can be sent to Carroll via email.
- Vickie Drake reported out on her research into the 2 Factor Authentication constituent concern. Several alternatives to using one's personal cell phone were presented, including using a phone call, generating a list of passcodes to use at a later time, and purchasing a dongle to plug into a computer that the authenticate. A token will be provided by IT if and only if the employee has absolutely no way to use any of the other options and the request is approved by the employee's Chair or Dean. This information will be relayed to the constituent and the concern will be marked closed.
- Amir Khademi reported out on his research on the website comment/compliment/complaint forms. Accessing the forms was tested on different types of computers and mobile devices, using different browsers, and they seemed to work. The website team said that being able to access the form depends on using an up-to-date browser with no pop-up blockers or other plugins that might block it. Vickie Drake said that the problem may have been with submitting the form. Amir Khademi will test send some comments to see what happens.
- Shakenna Adams-Gormley reported out that the employee theft concern has been resolved since the employee is no longer with MC. That concern will be marked closed.
- Staff Council meet and greet planning was started. These events will be planned for late February or early March, and lead persons were designated for each location.
- There was confusion over the Collegewide event calendar. Council members were not sure how to access it or how to submit an event for it. Ramon De La Cruz will discuss this with Marcus Rosano.

Announcements and Agenda Items for Next Meeting:

- We will have a report on the Transportation Committee, and an update on the EAP Wellness concern.

Meeting Adjourned at 2:27pm.

Respectfully submitted by
Erin Hudgins, Staff Council Secretary