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## MONTGOMERY COLLEGE GOVERNANCE

### Staff Council

April 21, 2022

Via Zoom

1:00pm-3:00pm

#### Attendees:

**Members Present:** Ramon De La Cruz (Chair), Daphne Alfelor (Vice Chair), Beth Reilly (Secretary), Christopher Standing, Leslie Casey, Amanda Stroud, Surayya Johnson, Bo Wai Chan, Lisa Thomas, Javon Inman, Dwayne Henry, Alton Henley, Matthew Wilson, Carla Ammerman, Joyce Matthews (Liaison)

**Absent:** Lisa Dobbins (Proxy: Sam Aung)

#### Call to Order

- The regular meeting was called to order at 1:02 pm by Chair Ramon De La Cruz.

#### Constituent Concerns

- Ramon De La Cruz reminded Staff Council of the Constituent Concern regarding change in student vaccine mandate. It was referred to College Council to be addressed at the next meeting.

#### Meeting Minutes

- The minutes for the April 7, 2022 meeting were approved as written. Motioned by Matthew Wilson, seconded by Amanda Stroud.

#### Guest Speaker: Ms. Chevelle Glymph, Director of Public Health and Environmental Safety

- Discussion of Public Health Update and COVID-19 Process
  - Increased in number of positive cases right after Winter Break and right after Spring Break, as they expected due to travel and visitations of relatives.
  - Increased in number of positive cases in neighboring communities: Washington, DC. Luckily, Montgomery County's numbers are not as high as DC.
- Encouraged staff to get booster shot when eligible:
  - either 5 months after 2<sup>nd</sup> dose (Pfizer/Moderna) or approximately 2 months after single Johnson & Johnson dose.
- Continue to exercise preventive measures by doing the following:
  - Submit daily health assessment each day before coming to campus. Assessment is not designed to pick up season allergies. It is for unusual symptoms, that you may not typically have. Encourage staff/faculty, if you are sick, please stay home.
  - Use wipes, hand sanitizer, and wash hands. Contact facilities department at your campus if the equipment is not full/empty or your supplies have been depleted.
  - Due to increase in cases, it is 'highly encouraged' to mask in common spaces. Required in the academic classrooms.
- Employees with exemptions will continue to need weekly COVID-19 testing. As well, as students continue to need negative testing weekly (72 hours before class).
- Questions/Answers time
  - *"With data showing rising cases, MC is not matching the data with the changes to student*

- vaccination and mask requirements. With health and safety, does it pose a risk? How can this be addressed?"* Ms. Glymph indicated that, as of today, the students are still required to be vaccinated to be in on-campus classes and activities. Some students are not yet "fully-vaccinated" due to 1<sup>st</sup> dose being completed in end of January and just now eligible for the 2<sup>nd</sup> dose. Students are still encouraged to get the booster shot when eligible. There may be a possible change for Summer and Fall, may be a wait and see situation. Any information will be sent out to the college community, if changed.
- "Some of the constituents are under the impression student no longer need to be vaccinated." Ms. Glymph indicated that as of today, students still need to be vaccinated.
  - Robert's Rules of Order was suspended for Staff Council liaison, Joyce Matthews to share updates. Beth Reilly motioned; Dwayne Henry seconded.
  - Joyce Matthews: College made a decision to remove the penalty to drop students who did not provide vaccination documentation or exemption from summer and fall classes. The site informs students that they are expected to be vaccinated and directs them to upload their vaccination card. Most of the students coming from MCPS are already vaccinated. Montgomery College has had the most stringent practice of all of the Maryland Community Colleges. Over 600 students dropped from spring 2022 classes due to vaccination requirement. Only one other Maryland Community College had similar procedure. All other community colleges in Maryland recommended, but do not enforce.
  - Robert's Rules of Order was reinstated. Motioned by Beth Reilly; seconded by Matthew Wilson.
- Beth Reilly reminded guests contact their campus representative for future constituent concerns.
  - Ramon De La Cruz addressed the questions in chat about the change in vaccination requirements for students.
  - Contact facilities if your department needs any PPE (masks, sanitizers, and/or wipes)
  - Email the Public Health & Environmental Safety department at [publichealth@montgomerycollege.edu](mailto:publichealth@montgomerycollege.edu), if you have any questions.

#### **Chair's Report – Chair Ramon De La Cruz**

- No College Council or Academic Affairs meeting
- Counseling/Faculty, Tonya Baker will be assisting with organizing Commencement Events this year. May 18<sup>th</sup> will be preparation date. Masks are optional.
  - Thursday, May 19, 2022 is Commencement Ceremony for graduates with last name beginning with A – L
  - Friday, May 20, 2022 is Commencement Ceremony for graduates with last name beginning with M - Z.
  - College services will be suspended until 2pm on May 18, 19, and 20 so that faculty and staff can participate in the commencement ceremonies.
- College Council hosted a Student Panel of four student speakers. Discussion included information on the following topics:
  - Scheduling of classes and events: mornings, 15-week classes, hybrid, remote, and online preferred
  - Time and Expense Savings with remote classes were discussed
  - There is a renewed interest in Student Life on-campus events.
  - Many students are coming onto campus to take their Structured-Remote classes
- Vaccination statistics indicate the 90% of students are vaccinated and 95% of employees are

vaccinated. All decisions will be based on data-driven information and may pivot change.

- At College Council, Adam Reid discussed “Bleed Control” Kits (red) are coming to the college campuses. Bleed Control Kits are a box with 5 kits in each box. The college needs to be able to provide triage, onsite, in emergency situations (ex. VA Tech). Training for use of the “Bleed Kits” will be coming soon.
- Equity and Inclusion office has a program for mentoring students in the Social Justice Institute with a graduation on May 12, 2022. Email Jeanette Rojas at [jeanette.rojas@montgomerycollege.edu](mailto:jeanette.rojas@montgomerycollege.edu) for any information on resources, benefits, counseling & advising, and parenting information. Request for a one-stop shop for students.
- Discussion on the FY22 Priorities Progress Report.  
Here is a link to the report: [https://www.montgomerycollege.edu/\\_documents/about-mc/leadership/presidents-office/mc-priorities-progress-report-fy22.pdf](https://www.montgomerycollege.edu/_documents/about-mc/leadership/presidents-office/mc-priorities-progress-report-fy22.pdf)

The goals are:

- Return to Campus
- Enrich Enrollment Management
- Advance the next level of student success efforts
- Implement advising redesign
- Prepared for presidential transition
- Advance College’s anti-racism roadmap
- Launch Workday components with focus on change management and training
- Advance East County presence and strategy

### Unfinished Business

- Goal #2: “Expand enrichment leave awareness and opportunities to include mobile markets, approved on-campus and off-campus activities”
  - Background History provided by Ramon De la Cruz; Roadmap for Success 2020-2025 from Equity and Inclusion Office, June 2019 Training Dialogue Event Celebration, page 73, item #1 “  
*“Expand allotment (one hour/month instead of annually 12 hrs.) and align “enrichment leave” use to include OEI-approved student services initiatives (i.e., Mobile Market, manna bag lunch days, club advising, student group event support, mentoring), community service, and volunteerism opportunities.*
  - *Adopt flex-time usage to permit all employees to attend and increase enrollment in MC sponsored training and professional development opportunities.”*
  - *“Intended outcome: Empowering employees and their manager as well as our community to include themselves in the work to support student success by volunteering for MC/OEI-approved activities and opportunities to serve our students and community.”*
  - Resource persons needed would be HR/STM and responsible senior management would be Chief of Staff/Dr. Cain and VP of Administration, Fiscal Services/Mr. Collette.
  - Alignment with MC 2025-Goal 2 and Goal 5 and AMP-Initiative I and II.
  - Goal was submitted and approved by Sharon Wilder, Equity and Inclusion Office, as a SMARTIE goal (Specific, Measurable, Attainable, Relevant, Time-based, Inclusive and Equitable).
  - Not a P&P and listed under benefits and needs to go to HR, Dr. Cain, and Mr. Colette.
  - Part 1 – Expand awareness (covered in last meeting)

- Beth Reilly requested to discuss the second part of our Staff Council goal and the changes for submission to HRSTM.
- Carla Ammerman motion to amend the goal to be “Expand enrichment leave awareness and opportunities to include mobile market, manna bag lunch days, club advising, student group event support, mentoring, community service, and volunteerism opportunities”, seconded by Amanda Stroud.
  - Voted and approved unanimously.
- Ramon De La Cruz will submit the goal to College Council for review before sending it to Human Resources, Dr. Cain, and Mr. Collette for approval to change the wording of the benefit section in the Employee Handbook.

### **New Business**

- Constituent Concern raised by Ramon De La Cruz regarding change in student vaccine mandate will be sent to College Council to be addressed.
  - Clarify language, that all messaging going out is that students are 'expected' to be vaccinated. They will continue to be directed to our system to upload their vaccine cards. Required for spring, expected for summer and fall.
  - Discussion on concerns of students in classroom without the vaccination.
  - Ramon De La Cruz discussed exemption of medical and religious.
  - Christopher Standing expressed concerns about banner on vaccination website changes. Ramon reviewed information from Ms. Glymph’s discussion for those that missed it. “Why is it that we are always finding out after? Why aren’t there communications prior to the changes on the website?” Ramon indicated that Christopher can submit concerns to Ms. Glymph.

### **Guest Speaker: President, Dr. Jermaine Williams**

- Ramon De La Cruz welcomed Dr. Williams back to Staff Council.
- Dr. Williams updated Staff Council on the past nine weeks of Presidential life, including the following activities:
  - Attended Boys to Men, painting pots and planting, relax & rejuvenate events, Humanities students - Cherry Blossom event, faculty and staff events, PACAI meetings, Leadership Development Institute (LDI) Graduation, next week Governance 10<sup>th</sup> Anniversary event and work sessions on operating budget with County Council
  - Meeting fascinating people and collecting great ideas
  - It was announced at the last Board of Trustees meeting that the Maryland General Assembly accepted both the FY23 Capital and Operating Budgets for Maryland. It will help the College with many items we have in the budget (library renovations and Ike Leggett Building). It also includes \$13 million new funds in state operating money. This extra \$13 million is based on CADE funding, which Maryland community colleges have been fighting for. Dr. Williams expressed gratefulness for the state, county, community, staff, faculty and students.
  - Dr. Williams returned to the Staff Council to share updates on what he has been doing, but also to discuss what he has been hearing.
    - How can our college be both high-touch and high-tech within the way that is student-center, equitable, and data-informed?
    - Discussed with students at Rockville Campus Art Walk- how’s class going? What do you like about class? Face-to-face, able to better connect with peers. Get to

- eat together, feel more connected to faculty member, and able to ask questions in class (virtual format – no bandwidth for camera and communication due to Zoom being frozen when speaking).
- Dr. Williams shared some fun facts about himself: Astrological sign: Cancer, favorite color: blue, first car: Toyota Corolla
  - Beth Reilly read a question submitted to the Staff Council email: *"With all of the competing priorities and staff shortages how do you propose we reinvigorate our sense of community while operating in silos and working from home?"* Reinvigorate our work community with staff shortage and silos. Dr. Williams wanted to know does "reinvigorate" mean to the group? Missing coffee time with colleagues? Want more opportunities for time with supervisor stopping be? We need to identify what that means. Now with Zoom is back-to-back and not even 5 minutes to say hi to co-worker.
    - Robert's Rule of Order suspended: Matthew Wilson motioned; Leslie Casey seconded to allow Colleen Dolak address her question.
    - Colleen Dolak discussed special event team and commencement, pandemic, great resignation and the loss of connection. In the past, employees looked to the president to revive the "spirit" of the College. She had concerns about the conversations around the confusion of health mandates and changes.
    - Dr. Williams - how do we get back to those components that have brought us here to MC? Some events like Closing Meeting, Opening Meeting, Celebrations of successes and groups of individuals.
    - Dr. Williams indicated the exciting part of the comments are that we are "trying to get the spirit back." We are not an institution that is trying to find spirit. We once had spirit with the structures, processes, and opportunities that we had. Dr. Williams asked, "Are there new ways to can help us (with spirit) due to what we have been through and during pandemic recovery?"
    - Ramon De La Cruz mentioned challenges with no in-person event and celebration of staff at our Staff Enrichment Day. 3 years without and typically in Spring during break.
    - Dr. Williams indicated that there will be outdoor gathering at each campus.
  - Amanda Stroud mentioned Germantown is having a picnic. There has not been an announcement for the Presidential Transition Advisory Community. The membership will be finalized today and the first meeting is on Thursday, April 21.
  - Christopher Standing shared concerns about silos. College puts things in place and don't include the stakeholders in the decision. Concerns about work-around instead of solving the problem. Example: Workday search and challenges.
    - Dr. Williams: How do we typically provide opportunities for that and engage in the process for these decisions? Example of technical frustration of online forms.
    - Christopher: goal to find mentors within the areas to help.
    - Beth Reilly summarized that concern is communications that is not happening within the silos of the college.
  - Due to time constraints, President's dialogue with the Staff Council ended. Beth Reilly indicated that the Staff Council would continue the ongoing dialogue, gather any additional questions, and forward them to the President's office. Dr. Williams thanked staff council and hopes to continue our spirit going.
  - Beth Reilly motioned to reestablish Robert's Rule of Order. Matthew Wilson seconded.

### **Announcements and Agenda Items for Next Meeting**

- Ramon De La Cruz mentioned that first in-person event for Outdoor Adventures Club on Saturday, April 23, 2022.
- Beth Reilly announced Student Employment Services' Annual Job Fair would be in-person on the Rockville Campus on Friday, April 22, 2022 from 10am-1pm in Large Gym/PE Building.
- Dr. Clevette Ridguard announced that the MC Governance 10<sup>th</sup> Anniversary Celebration will be in-person on the Rockville Campus on Tuesday, April 26<sup>th</sup> from 12:00 pm – 1:30pm in Theatre Arts Building, box lunch will be provided. RSVP to Dr. Ridguard if interested in attending.
- Ramon De La Cruz thanked current Staff Council Members for patience, flexibility, and service.
- Ramon De La Cruz announced the names of the new Staff Council Members: Jim Oliver (GT), Surayya Johnson (GT) re-elected, Nghi Nygren (RV), Beth Reilly (RV) re-elected, Dwayne Henry (TPSS) re-elected, Carla Trimuel (WDCE), Desiree Harvey (CT), and Daphne Alfelor (CT)
- Beth Reilly thanked the out-going Staff Council Members – Carla Ammerman, Christopher Standing, Amanda Stroud, and Alton Henley
- "Science Day" will be held at the Rockville Campus on Sunday, April 24, 2022 with MCPS and community members from 12pm -5pm in SC building.
- Ramon De La Cruz reminded Staff Council Members to consider signing up to assist with Montgomery College's Commencement activities for Thursday, May 19th and Friday, May 20<sup>th</sup>.
- Christopher Standing shared that the Rockville Mayor has designated April 24 as Science Day.

### **Adjourned at 2:51p.m.**

- Motioned by Amanda Stroud, seconded by Matthew Wilson. Unanimously approved.

Respectfully submitted by  
Beth Reilly, Staff Council Secretary