

MC GOVERNANCE

MONTGOMERY COLLEGE

WDCE Council Minutes

4-16-2024

9:00 a.m. – 10:30 a.m. via Zoom

Attendees

Members present

- Rabbee Awan
- John Amoroso
- Naomi Daremblum
- Natasha G. Sacks
- Sue Kim
- Donna Kinerney
- Carolina Fernandez

Members absent

- Stuart T. Walker
- Clyde Straughn
- Zoila Marroquin
- Adrienne Ballard
- Emma R. Wilson

Invited Guests

- Steve Greenfield, Interim Vice President/Provost GITE
- Natalie Martinez, WDCE DSS Counselor

Guests

- Shakeena Adams-Gormley
- Eric Scharf
- Fizie Haleem
- Nelida Andres
- Charles James

Call to Order

- Meeting began at 9:03 a.m.
- Meeting will be recorded for minute review purposes only.

Constituent Concerns

- No constituent concerns

Approval of Meeting Minutes and Agenda

- Meeting minutes from **2/20/2024** were displayed for review.
- Motion to approve minutes by John; Naomi seconded.
- Meeting minutes from **3/19/2024** were displayed for review.
- Motion to approve minutes by Carolina; Naomi seconded.
- Agenda for today's meeting was approved. John moved to approve; Natasha seconded.

WDCE Updates, Steve Greenfield, Interim Vice President/Provost GITE

- Enrollment through March of FY24 is terrific. Staying 5,000+ enrollments ahead of FY 23 pace.
- WDCE is in the enrollment plan, charged with increasing enrollment by 25% by end of FY25 with the base year being FY22. Enrollment Plan team wants to know also what are the most effective promotional and outreach activities.
- Maryland Budget Process is finalized. FTE proposed reduction was set to 3% or ~\$3 million statewide. Advocacy played a part in the final reduction being 1.2% or ~\$1 million reduction to community colleges in Maryland.
- East County opened on April 1, classes included Tech Map and citizenship. More classes to be added in May. Credit courses will start in July.
- In Spring 2025, 12,000 6th graders will come to the MC Campus as a part of the Maryland Blueprint.
- Natasha asked about any change of status for Westfield South. Have come to an agreement, might be able to be in the building by Fall.
- Natasha notes the great work done by WDCE customer service, but problems reaching them (waits of over 20 minutes sometimes, inability to leave a message), not having enough staff, especially in busy periods. What can be done, to leave a good impression on prospective students. It is sheer volume of calls. Also new registration system will help.

Natalie Martinez, WDCE Counselor

- Natalie works college-wide as a DSS counselor with WDCE
- DSS: provides services, connects students to DSS, helps create an accessible & inclusive classroom/
- Website has all the information but if prefer to talk to someone, feel free to call Natalie
- DSS provides counseling and advising on short term basis (academic, personal, career) more about connecting to resources if need something more long term.
- Arrange services—meet one on one and set up reasonable accommodations and provide an accommodation letter, typically to the instructor, or if there is someone in charge of testing also them.
- Some of these accommodations include assistive technology, testing accommodations, scribes and interpreters. Tools that provide access.
- How can instructors help students connect to DSS? This can't be forced; it is about entering conversation with student. Talk about they observe, referral to DSS. Recognize that there is something in the class that leads to believe they may benefit some supports. Careful not to overpromise
- If student has accommodation letter, their counselor will be the best person to get in touch with if there are any questions.
- How do we create accessible and inclusive spaces and classes? Have to plan to make buildings, classroom and classes accessible from the get-go, much harder to transform and adapt them later
- Adopt universal design—provide copy of notes and/or PowerPoint slides to all, breaking long information into bullet points, visible contact information for instructor.
- Some Tips: Make sure materials are accessible by screen reader, contact publisher to clear they are readable. Ensure there are close captions on videos. Take breaks in class. Present ideas in multiple ways, visual, auditory, kinesthetic.

Chair Report, Rabbee Awan

- Next meeting will be Tuesday May 7th, not the 3rd Tuesday of the month. We elect new members has to be before College Council Meeting. We need to vote on it. Motion to approve by Carolina. Naomi seconds it.
- Encourage everyone in your units read Employee Matters, Inside MC & President Williams' Monday Minute to stay informed and engaged
- Truth and Racial Healing Circle April 18th 10 to 12 via Zoom.
- Equity and Inclusion Week, is ongoing, encourage students, faculty and staff to participate.
- Safe Zone Training on 20th at Takoma Park, lunch will be provided.
- Student Job Fairs, Takoma and Rockville, please share with students.
- Office of Public Safety, how to dispose of unused medication, there are different drop off dates at different campuses, please share this information.
- Mobile Markets need volunteers. Please share with students, faculty and staff. April 24 Germantown, May 1st Rockville Campus.
- Men Empowering Network, meeting every Tuesdays, Services Center Building, Room 214, Rockville, 2 to 3 pm.
- Volunteers needed for Commencement Day May 17th.
- Safe Zone Training Tuesday April 30th, 9-4:30, MK 123.
- Required trainings deadline is June 30th.
- Last College Council Meeting is May 7 at 1 pm in person, the newly elected officials (Chair & Vice Chair) will have to attend after our meeting.

WDCE Council Goal Discussion

- Rabbe notes we had two goals to achieve: to organize and facilitate Truth, Racial Healing & Reconciliation Circles, one for Council members and one open to WDCE faculty and staff participate
- Council circle was done with 10 participants, first goal accomplished. Lots of logistics.

- John describes the experience of the Circle as good to have that one-on-one conversation where you know someone is listening to exactly what you are saying, especially in the role as listener which is all your focus on that person.
- Carolina could not go but her colleague went and reported it was excellent.
- Rabbee can learn so much from doing this circle (her second attended circle), there is much more in common than we think. More empathy towards each other is a big lesson from it.
- Second goal was to organize it for WDCE. We did it, got lunch, got room and facilitators. Day before the event, 7 people were left after 3 dropped, and the facilitators canceled.

Announcements and Adjournment

Meeting adjourned at 10:19 a.m. Motion to adjourn by Carolina, seconded by John