

MONTGOMERY COLLEGE GOVERNANCE
Administrator Council Meeting Minutes
Thursday 14 December 2023
CT S108
1:00 to 3:00 p.m.

Attendance:

- Members present: Terrence Evelyn, Tarlough Gasque, Fiona Glade (Secretary), Chevelle Glymph, Shinta Hernandez (Vice Chair), Cassandra Jones, Brandy Naughton, Akima Rogers (Chair), Alice Santoro, Dorothy Umans

- Guests: Adam Reid

Call to Order:

- The meeting was called to order at 1:14 p.m. by Chair Akima Rogers. Quorum was met.

Agenda Approval:

- Agenda has been approved.

Minutes Approval:

- Minutes have been approved.

Constituent Concerns:

1. Dr. Ridguard thanked all members for their service, and wished everyone present a safe and happy holiday.

Chair's Report:

- College Council Report:
 - a) Members may submit items for President William's weekly Monday Minute to Megan Williams.
 - b) Members are advised that College Council has published guidelines for Faculty Use of AI.
 - c) Clear policies are in place about carrying over leave from one year to the next.
 - d) It has been suggested to Class&Comp that MC salaried employees be permitted to share extra leave, if they wish, with colleagues who may need extra sick leave.
Discussion: this is proposed as a future item for an agenda/discussion, Krista will be invited to provide background; subsequently, Council may decide to draft a recommendation.
 - e) A reminder was given about required trainings. Journey to becoming an Anti-racist institution is required only once, but may be repeated.
 - f) President's Opening Meeting will take place on 16 January, preceded by Meet and Greet starting at 8:15am. The Council welcomed Dr. Price with a plant and card on her first day.

- g) Staff Enrichment Day 13 March RV; encourage colleagues to get involved.
- h) Equity Week April 15-19 2024.
- i) Outstanding Faculty and Staff Award nominations are due by 1 March.
- j) First Fridays Book Club Discussions are on Fridays, 1:30 to 3pm: currently discussed is Bettina Love's *We Want To Do More Than Survive*.
- k) College Council requests members to volunteer to join Communication Elections Committee. All are invited to send nominations to the College Council mailbox.
- l) MCRaptors are looking for cheerleaders. Tarlouh also noted that about six athletes will stay at MC for the holidays. She thanked members for donations, and she will present all the gifts to those students early next week.
- m) Safe Zone training will next be offered on 18 December.
- n) Happy holidays to all.

Old Business:

- **Holiday Planning for Athletes**

Gift cards were donated by members for six students, many from other countries including Germany and Brazil.

New Business:

- **Administrator Goal Activities**

- a) Field Day Planning

Shinta reminded members that Administrator Council's Goal for this year is to engage with student athletes: this creates connections between administrators and students and connects and engages with the larger community. In addition, all of this aligns with MC's Strategic Plan goals to connect with the community, and to create a sense of belonging. Working with students in this way also encourages students to be leaders. Towards this goal, MC Women's Soccer recently engaged with MCPS soccer players as mentors, and played games with them. MC Coaches have suggested a field day: MC student athletes would do drills with younger students, and would organize leadership activities and games. Tarlouh said the planned activities will take place on the field for students to engage with each other. In another activity to meet our goal, Damascus youth team attended an MC Men's Basketball game. Also, other schools and clubs have been reaching out to MC and attending games; all are recognized when they attend. This also works as a recruitment tool for MC. WDCE agrees these kinds of activities such as camps are great as recruitment, especially as it helps parents see the inclusivity and the range of resources we have. Akima asked: as a Council, how can we support these activities?

- b) **Spring Banquet**

Tarlouh said that MC has an annual year-end banquet for athletes, a special, formal occasion where their hard work is recognized and celebrated. She noted that athletes would like to see more faculty and staff attending the banquet. Tarlouh will let Council know, and we will help promote it with administrators and with other students across the college. Terrence asked: what is our role as a group? Shinta noted: at a minimum, we can try to get strong attendance and have visibility at the banquet. Fiona asked:

could Council sponsor an award, such as Community Engagement? Akima suggested: we could add “We Support MC Raptors!” to each email we send out (i.e. with minutes/agenda/invitations); we could also follow up by suggesting that administrators attend the banquet, attend a game, or do some other specific activity in support of athletes. We could also push out Fun Facts about who athletes are; how many teams we have at MC; how many games we won; how many athletes are taking online classes; and other interesting updates.

Announcements:

The next meeting will be Thursday 8 February 2024 from 1:00pm to 3:00pm in zoom.

Zoom link: <https://montgomerycollege.zoom.us/j/94005788398>

Adjourned:

- The meeting adjourned at 2:09 p.m.

Submitted by:

Fiona Glade, Administrator Council Secretary