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## MONTGOMERY COLLEGE GOVERNANCE

College Council  
February 14, 2017  
MKE 115  
2:30 p.m.–4:30 p.m.

### Attendees

- Members present: David Anthony, Amy Crowley, Christian Gbewordo, Cathy Giovannetti, Linda Griffin, Nancy Lineman, Ben Nicholson, Rick Penn, Ed Riggs, Steve Taylor, Page Whittenburg, Norma Winffel
- Proxies present: Ernest Cartledge for Maria Adams Davidson, Alice Boatman for Laurie Williams
- Guests: Donna Schena, Chiquita Manago Haywood, Janet Wormack, Sanjay Rai, Tacy Holliday

### Call to Order

Chair Ed Riggs called the regular meeting to order at 2:31 p.m. Page Whittenburg made a motion to approve the agenda. The motion was seconded and passed unanimously.

### Constituent Concerns

No constituents presented concerns.

### Approval of Minutes

Approval of the minutes from the January 24, 2017, meeting was tabled.

### MC Fiscal Health

Janet Wormack reviewed factors that have influenced the College's fiscal situation and reported further measures the College plans to take to manage expenses during FY18, including eliminating some contracted services and bringing them in house (e.g., the IT Service Desk); sharing and cross-training support staff across offices; and eliminating vacant positions.

She noted that enrollment should start to increase sometime after FY19 and said the College would need to take steps to increase the draw rate from MCPS to MC.

She said the College would advocate for pay increases from the County, and urged council members to do so as well. She noted that the College would maintain professional development, outstanding faculty awards, and would continue to expand partnerships with the community.

### Dining Card for Students and Employees

Donna Schena and Chiquita Manago Haywood informed the council about a dining card pilot program scheduled to begin March 1. Approximately 50 students and faculty, including Student and Faculty Council members, will be given \$25 reloadable dining cards to be used in the campus cafeterias. Afterward, participants will be asked to complete a survey about the food.

### Blue Ribbon Task Force

Donna Schena provided an update on the newly formed Blue Ribbon Task Force on Spending for Student Success. She said the task force is currently determining how to organize its work, developing a listening tour schedule, and looking at how to integrate its work with other key groups within the College that are focusing on the same issues. The task force plans to deliver a report to Dr. Pollard by the end of the semester that will lay out a roadmap and specific phases of its work.

### Tracking College Council Action Items

Ed Riggs informed the council about efforts to establish a timeline and better tracking on constituent concerns.

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## **Tool for Populating College Committees**

David Anthony presented a form developed for use by individuals who come to governance to request volunteers to serve on committees or other groups. The form would be available on the governance website. Council members are asked to submit any additional suggestions for the form to David Anthony. Once all comments are received, Ed Riggs will format it in time for the next meeting

The council also discussed a need to consider how to cultivate a larger pool of people to serve on College committees beyond those who regularly volunteer.

## **Announcements & Council Member Concerns and Input**

### *College Council Conversation with Board of Trustees*

Nancy Lineman suggested that the College Council consider coming up with questions council members would like to discuss at their upcoming dinner with the Board of Trustees in lieu of a game to guide conversation. She also proposed submitting those questions in advance to Stephen Cain and Dr. Pollard to see if they would support that. The council agreed. Members were asked to submit possible questions to Nancy Lineman by 3 p.m. Thursday, February 16.

### *Suggestion for Parliamentarian for Council Meetings*

Nancy Lineman recommended that the council consider requesting a parliamentarian as a resource for council meetings to help avoid misunderstandings of constitutional requirements and other procedures as occurred at the last council meeting. The council discussed the issue, and it will be placed on the agenda of a future meeting for further consideration.

### *Issue Regarding Revised Communications P&P*

Rick Penn noted that e-mails to all staff or all faculty to solicit volunteers for committees would be in violation of the updated communications policy and procedure and said this is an issue the College Council should discuss.

### *Faculty Council Recommendation Regarding Students, Employees Affected by Travel Ban*

Rick Penn informed the College Council about a statement of support for individuals affected by the travel ban as well as inclusion and tolerance for all members of the MC community passed unanimously by the Faculty Council.

He also shared a recommendation passed unanimously by the Faculty Council calling on the College administration to establish on each campus a point of contact for students and employees affected by executive action on immigration.

Nancy Lineman made a motion to extend the meeting by 15 minutes. The motion was seconded and passed unanimously.

Council members discussed the importance of personal contacts as opposed to lists of websites and who the appropriate people might be to offer support but also noted that the College does not have the resources to assist all of the mental health and legal needs that exist. Rick Penn will bring the recommendation back to the Faculty Council for further discussion and asked that it be placed on the next College Council agenda.

David Anthony made a motion to adjourn at 4:53 p.m. It was seconded and passed unanimously.

Meeting adjourned at 4:53 p.m.

Cathy Giovannetti  
College Council Secretary