

MC GOVERNANCE

Montgomery College College Council Meeting #6 Minutes

Tuesday, November 28, 2023

1:00 – 3:00 PM

Zoom

Attendees

Present: Shakenna Adams – Gormley (Chair), Paul Miller (Vice-chair), Tilandra Rhyne (Secretary), Akima Rogers, Brenda Knopp, Anestine Theophile-LaFond, Christine Crefton, Katie Goldstein, Nghi Nguyen, Jefferson Vasquez Reyes, Ernest Cartledge, Matt Wilson, Rabbee Awan

Absent: Amanda Darr

Proxy: Kiersten Newoff (Amanda Darr)

Guests: Dr. Jermaine F. Williams, Dr. Meghan Gibbons, Dr. Debbie Van Camp, Dr. Michelle Campbell, Dr. Monica Brown, Dr. Michelle Scott, Dr. Sharon Fechter, Lisannie Montilla, Angie Moy, Maria Adams, Josephine Trawick, Rita Dodson, Liz Greaney, Sherwin A. Collette

Liaison: Dr. Stephen D. Cain

Governance Director: Dr. Clevette Ridguard

Call to Order

There was a quorum to conduct business. Shakenna Adams – Gormley (Chair) called the meeting to order at 1:02 pm.

Approval of Agenda and Minutes

Nghi Nguyen made a motion to approve the agenda as written and Rabbee Awan seconded the motion. The agenda was approved as written. Tilandra Rhyne and Nghi Nguyen identified three changes that needed to be made to the minutes. Anestine Theophile LaFond made a motion to approve the minutes as amended and it was seconded by Paul Miller. The minutes for November 14, 2023, meeting were approved unanimously as amended.

Constituent Concerns

Nghi Nguyen, Staff Council brought forth 3 constituent concerns:

- **IT Support Specialist Job Classification Grade:** In FY17, the College underwent a Compensation Market Study. When the new Compensation structure was implemented on January 1, 2018, the IT Support Specialists suffered a significant blow to their grade. The benchmark compensation packages the company used at the time should've increased our grades in considering the education, knowledge, skills, and abilities (KSA's) required to perform our jobs successfully. This specific error has caused much dissatisfaction, low morale, frustration, and resentment among the IT Support Specialists.
- **EAP Submission:** Currently, EAP submission requirements seem to change regularly without being communicated or the Workday EAP Resource Guide updated, leading to regular rejection. For example, the Guide does not indicate that all files need to be in PDFs; however, submissions are rejected when a JPG of a receipt instead of a PDF is submitted. In addition, EAP submissions require an additional PDF form that duplicates information in the Workday submission process.
- **Updated Flexible Work Arrangements Procedure (Academic Affairs):** Concern about the application and approval process for the newly updated Flexible Work Arrangements procedure, particularly as it applies to Academic Affairs staff members. Specifically:
 - the deadline to submit an FWA application is November 17, but the open comment period on the amended procedure doesn't close until December 1
 - The amended procedure is clear that the employee's supervisor and next-level supervisor make decisions about an individual employee's FWA application. However, Academic Affairs, is being told that the interim SVP has decided on a blanket policy, which is more restrictive than what the College allows (max of one regular telework day per week, no situational telework allowed).

Student Panel (*Tilandra Rhyne, College Council Secretary*)

The panel consisted of five students from across the College enrolled in both credit and noncredit WDCE programs:

Edith Angel, Eunice Chukwunyere, Sweyta Dewan, Andre Omar Ferguson, and Liam Kim. The student panel topic focused on "Sense of Belonging", which aligns with goal 2 of the College's strategic plan. There were three questions each student was invited to answer:

- Off the top of your head, what do you think 'a sense of belonging' really means?
- So, what could we, as a college, do to make you feel more like you belong here?
- What's one thing you'd really want or need from us to feel more at home at Montgomery College?

Overall, the students do feel a strong sense of belonging at the college in great part to their faculty, the students they engage with, the staff who support them and the resources they have access to. The students did point out that they would like more student spaces on campus, access to and greater marketing of resources, expansion of language resources offered, student focused events that are not just academic, especially for WDCE students, student clubs for WDCE students, focused events and resources for international students, increased awareness/promotion about Study Abroad program and alumni meet and great for current students.

Chair's Report (*Shakenna Adams-Gormley, College Council Chair*)

Shakenna Adams – Gormley presented a PowerPoint presentation of the upcoming college

events and important dates. To view the details of the report please visit the Governance Blackboard community.

Montgomery College Budget (Sherwin Collette, *Senior Vice President for Administrative and Fiscal Services* and Liz Greaney, *Chief Business-Financial Strategy Officer*)

Ms. Liz Greaney presented an overview of the development of the College's operating budget, shared a few of the impacts of the College's investments into the budget, a few critical issues, and a look into the calendar in which the College operates under for the operating budget. The operating budget is an annual budget that encompasses recurring annual expenditures such as compensation and supplies.

- Montgomery College's budget is part of the County Executive's budget. The College represents 5.1% of the County's budget. The state provides funding directly to Montgomery College with our full-time equivalency of students, which takes into consideration both credit and non-credit students.
- The county is the College's largest revenue support, providing over 50% of our budget.
- The state provides close to 20% of the College's budget.
- Tuition, fees, and the College's ability to generate revenue make up the remainder of the budget.

Mr. Sherwin Collette shared that the best way governance can help with the budget process is to elevate your voices to support the budget. Increases in advocacy efforts is needed when College representatives go to Annapolis. Help is needed at the state, county and local level. Show up to County Council meetings in purple to be seen and heard.

Old/New Business (Shakenna Adams-Gormley, *College Council Chair*)
Constituency Concerns Updates

Metz – Chair Adams-Gormley met with Sokol Mato and Liz Greeney to discuss several issues. One resolution was concerning students on the Takoma Park/Silver Spring Campus who paid with cash for food and were unable to receive change back. Metz staff will contact the cashier's office to see if they can provide change or make a bank run to ensure change is kept in-house. On the Rockville Campus, there were limited grab and go items in the refrigerator section. It was determined that one of the refrigerators was being serviced for repair, which resulted in limited items in the grab and go section. On the Germantown campus, general issues with food services resulted in discussions being had about retraining staff to ensure proper food service guidelines are being followed. A new catering manager is also being onboarded.

The Metz contract is currently up for review. The current business model Metz has in place has proven to not be as profitable as they thought. A new model is being explored. Sokol Mato will be visiting the Employee Services Council on December 7, 2023, and the Student Services and Success Council and December 8, 2023.

Council Chairs' Updates

Tilandra Rhyne, Academic Services Council – During the November meeting Ernest Cartledge and Phong Banh were invited to address one of the goals from last year, regarding the student registration process. The Council had the opportunity to engage in dialog with Ernest and share concerns both students and employees experienced with the process, share some recommendations to help streamline the process, and review the letter students receive upon registering.

The council also received four constituent concerns that are being worked on at the local level. Guillermo Laya, Collegewide Assessment Centers Director, will be attending the December meeting to address the concern that came through about Examity, the proctoring software.

Jefferson Vasquez Reyes, Student Council – Thanked Dr. Williams for attending a recent Student Government Association meeting, where students from all campuses participated in about dealing with current situations and feedback they receive and learning about resources MC offers to get through difficult times. The Student Council continues to work on their goal for the year.

Paul Miller, Employee Services Council – Participated in the Classification and Compensation Practices Study stakeholder discussion during their last meeting. There were three constituent concerns to come through that are currently being worked on, including one on paid parental leave.

Akima Rogers, Administrator Council – Dr. Williams attended the last meeting and talked about the future trajectory of the College. The Council also discussed the recent alternate work arrangement information that was recently sent out and discussed how to implement their goals for the year, including how to support MC Athletics. The Council also hosted a special meeting to host HRSTM and take part in the Classification and Compensation Practices Study stakeholder discussion. The Council plans to have their December meeting in person in CT. All are welcome to attend.

Katie Goldstein, Rockville Campus Council – The Council participated in the Mental Health Fair in October. November 8, 2023, the Council adopted a mobile market and had a very high volunteer turnout. To date, the council has had 10 student speakers visit three of their council meetings to speak about various subjects, including student athlete captains. A recent student shared about Spiffy, a clothing drive that is on each campus. Next meeting, the council hopes to look at what's going on with the arts at the Rockville Campus.

Rabbee Awan, WDCE Council – Dr. Sharon Fechter provided updates about Academic Affairs. Dr. Kimberly McNair talked about the enrollment management plan. Dr. Cain discussed how WDCE could support the strategic plan. The Council also discussed their goals and assigned some duties. The Council will host at least two truth and racial healing circles. The first circle will take place in person on February 20, 2024, in the Manatee building. This will also be the first in-person WDCE Council meeting.

Anestine Theophile-LaFond, Faculty Council – The Council has several concerns they are addressing, including EAP and the timeliness of reimbursement for faculty, and it being a deterrent to attending conferences; a concern about the GPA at 2.6 for placement in math and English at the MCPS level but it is being addressed in the background. Another concern about being too inflexible about GPA may have a negative impact on student enrollment. The Council also spent time approving the syllabus language and accommodation for faith-based consideration on religious practices. A document has been approved by the Council and will be sent to the interim Academic Affairs SVP and Student Affairs SVP. The Council will continue discussions about their goal, which supports MC Votes, at their November 16, 2023, meeting.

Christine Crefton, Operational Services Council – Dr. Williams attended the November meeting. Constituent concerns that were closed out include non-binary restrooms. There is a website that has all the locations of gender-inclusive restrooms. The charging stations at the Rockville Campus North garage, 2-3 of the 14 are out at any given time. Facilities shared that the stations will be getting replaced completely due to technological enhancements and parts no longer being available. In support of their goals, the Council is recording podcasts of their permanent members, 2 have been completed. The podcasts will be shared via the Governance Digest or another medium.

Ernest Cartledge, Student Services and Success Council – For the October meeting, Dr. Kimberly McNair gave a presentation on the enrollment management plan and for our November meeting, Dr. Ja'Bette Lozupone presented on the Ascend Student Parent Initiative. The Council also received a concern regarding the messaging and services surrounding the Islam conflict.

Matt Wilson, Staff Council – During the November meeting the Council was able to vote on their goal, which will focus on investigating whether a composting program can be established on the Takoma Park/Silver Spring Campus. Dr. Stewart and campus facilities are both on board with the idea.

Announcements and Updates

The last College Council meeting for the semester is December 12, 2023.

Adjourn

At 2:49 p.m. Matt Wilson made a motion to adjourn the meeting. Rabbee Awan seconded the motion. The meeting was adjourned at 2:50 p.m.