

MC GOVERNANCE

OPERATIONAL SERVICES COUNCIL

MEETING MINUTES

Thursday, December 7, 2023

2:00-3:30 pm (Zoom Meeting)

Attendees

Present: Christine Crefton, Tonya Addleman, Chris Cusic, Margarita Silva, Ramon de la Cruz, Terri Bailey, Adam Reid, Terry Evelyn, and Rishi Nixon joined at the very end.

Absent: Liz Greaney, Michelle Agostini, Gregory Sember

Proxy: None

Guests: Shakenna Adams-Gormley, Yvette Taylor

Call to Order

There is a quorum to conduct business. The meeting was called to order at 2:05 pm by the chair.

Approval of Agenda/Minutes

Adam made a motion to approve the minutes as corrected. Margarita seconded. The minutes were approved as corrected. The meeting was recorded for internal use only.

Constituent Concerns

None.

Chair's Report (Christine Crefton)

Chair shared updates on the following topics. ELITEs offerings during professional week in January; Staff Enrichment Day, March 13, RV; Spring Equity Week, April 15-19; Outstanding Faculty and Staff award nominations due March 1; Leave carryover reminder; required trainings; Mobile market at TPSS Dec 13; Safe Zone Training, Dec 18, RV; First Friday's Book Discussion; Flexible Work Policy Review soon available for comment.

Workforce Development & Continuing Education Presentation (Steve Greenfield)

WDCE was launched in 1967; In the 90's George Payne came on board and grew the program to what it is now. Work within the College goals and strategic plan but tend to be focused on Goal 1 – Enhance the relationships with the community, and especially Goal 4 – Increase Economic Impact.

- WDCE students – about 20,000. 80% students; 20% employees of local companies; 70 companies every year – including government and private sector. 93% completion rate.
- Recruiting – mail course schedule; work with community-based organizations; connect with companies and businesses
- Faculty – about 800 PT, subject matter experts recruited from industry, experienced trainers, and academic program faculty
- Organized by Program – Health Sciences, Construction Trades, Information technology, Biotechnology, Arts, GED, Language Learners, Youth, Lifelong Learners for ages 50+

- Financing – self-sustaining unit; generating up to \$20M/year; earn grants; earn state aid through high enrollment; net revenue supplements MC’s operational budget. \$55M in grant revenues (FY14-FY22)

Questions/Answers:

- Q: How can IT be more proactive in helping WDCE? A: have been great in assigning Elena; also, great partnership at IgnITHub.
- Q: Has consideration been given to becoming a PSI Exam site? MC’s own trades folks need to travel to Baltimore or Hagerstown to take exams because there is no site available any closer. Would image there would be a huge demand for a testing center in the county. A: Started looking into that in January 2020. Restarting the conversations – looking at space to do that. Would be a revenue generator.
- Q: Is the GBTC Center moving? If so, when? A: Current lease goes through July 31, 2027. There are plans to make the current building a government hub. With more remote workers, there may be a possibility that we could still negotiate some space in the current building.
- Q: Could micro-credentialing be a bridge between credit and non-credit? A: Yes – Donna Kinerney is working with Carolyn Terry on this idea.
- Note: WDCE has trained our own employees – special police officer training – Adam worked with Steve and Sharon Maxwell to put the program together – colleagues across the state take the training as well.

MC Foundation Innovation Grant Fund Information (Christine Crefton)

- Theme this year is “Innovations in Connection, Completion and Community”
- \$40,000 donated for projects to enhance sense of belonging, improve student retention and timely completion, and foster engagement.
- Proposals that promote collaboration and cross-functional teams will be given greater consideration.
- Shared qualities/characteristics of most successful grant applications. Referenced website to review abstracts from past winners. Shared evaluation rubric and showed other resources: <https://www.montgomerycollege.edu/special-programs/innovation-works/index.html#grantpreparationmaterial>
- Reviewed the timeline: Submission deadline is March 19, 2024. Winners selected in April and recognized at the closing meeting in May 2024. Projects conclude by May 2025.

Regular Updates

IT Report – Chris Cusic

- Focusing on ECEC and the Leggett building on technology innovations so both can open on time. Continuing to modernize technology in the classrooms across all campuses.

Public Safety, Health, and Emergency Management – Adam Reid

- ECEC task force has launched. Adam is a part of that committee moving things forward for ECEC
- MC Alert test was held at end of November. Intended to test the messaging systems (boards, text, computer systems, email). Everything went well. Will plan an emergency exercise in the spring semester.
- Sent six officers to training in Easton, MD. They have an honor guard school there that is nationally recognized. One of Adam’s goals was to establish an honor guard within the department. Now MC has its own honor guard to do commencement and other details. First official detail, health and emergency management awards event at the end of December. Being a member of the honor guards is an auxiliary duty to regular duties of the officers.

- Special Police Academy Training will be offered again in January. MC will have a few officers taking part in the class. Frederick Community College is working on setting up a system like ours so they are sending some of their officers to take part in the training as well.

Facilities – Terry Evelyn

- Marv Mills – last day tomorrow (officially last day Dec 15th) – not retiring, resigning. No one has been designated to represent facilities on this council yet but we will get a name to you soon.
- Facilities is struggling to retain or bring on project managers. We are currently short 4. Difficult to move projects without PMs.
- Major projects: April 2024, Target completion date (ready for occupancy) for the Leggett building at TPSS. Library at TPSS is undergoing renovation now; then they'll take on the RV library, will be embarking on the design phase soon; GT Student Service building design phase starting soon;
- Facilities Master Plan (FMP) - goes to the BOT in January for approval. Will be submitted to the state in March 2024.
- Winding down on COVID-effort (\$25M in two years, ends June 30, 2024). Several renovations at RV campus; 1 building at TPSS; none at GT (newer buildings).
- FY25 capital budget submitted – approved by the BOT. Major initiatives include \$3M Library RV, \$3M start design process for new student services building at Germantown.

Business and Financial Strategy – Liz Greaney (not present)

Announcements/Final Thoughts (Christine Crefton)

- Christine thanked everyone for all hard work this semester.
- Christine shared the photo that will be added to the website
- Goal Update: Adam and Chris have been recorded for the podcasts. To post info in the governance digest and maybe InsideMC. Christine to record facilities and business podcasts in the spring.
- Rishi has to step down as vice chair for remainder of the year because he is serving on the BOT as the student trustee; Ramon stepping up to vice chair position on OSC. Rishi may be able to remain on the counsel as a student representative.

Adjourned

Ramon made a motion to adjourn; Chris seconded. The meeting was adjourned at 3:15 pm.