

## MONTGOMERY COLLEGE GOVERNANCE

Administrator Council

November 18, 2021

Via Zoom

1:00 to 3:00 p.m.

### Attendees

- Members present: Eric Benjamin, Monique Davis
- Proxies present: Nell Feldman for Anwar Karim
- Members excused: Steve Greenfield, Carmen Poston Travis, Anwar Karim, Nadine Porter, Rose Garvin Aquilino, Jamin Bartolomeo, Frank Trezza, Elena Saenz
- Invited Guests: n/a

### Call to Order

- The regular meeting was called to order at 1:04 p.m. by Chair Eric Benjamin.

### Approval of Agenda and Minutes

- The November agenda and October minutes could not be approved because there was not a quorum.

### Constituent Concerns

- There were no constituent concerns.

### Chair's Report on College Council November 18 Meeting

- The mask mandate is currently in place until we hear differently from College leadership, even if the County lifts the mask mandate.
- Workday will be the new information system for human resources and will go live January 3. Workday trainings are available now. Finance is transitioning from Banner to Workday, and there are procurement deadlines based on the requisition amount. There are also deadlines for using P-cards and submitting invoices and approvals. It will take time to adjust to Workday.
- Innovation Fund grants deadline will be March 21; encourage everyone to submit applications. While the largest beneficiaries of the Innovation Fund grants has been Academic Affairs, everyone at the college is eligible to apply. Anything that enhances the student experience will be considered. There is an opportunity to request up to \$50,000.
- There are three policies and procedures under collegewide consideration right now. One is the ability for the surviving children of deceased employees to access the tuition benefits pursuant from a recommendation from College Council. Acceptable use of technology and accessible technology are other changes. The information is on the college website.
- The Mental Health First Aid training is virtual and we are encouraging everyone in Governance to participate. We should also encourage others in our spheres of influence and in our constituencies to take the training. There are multiple dates. EAP can be used for the cost.
- Congratulations to Montgomery College student athletes; they have claimed three regional championships (women's volleyball, women's soccer, and men's soccer).
- The Raptor spirit is amazing and one of the positive outcomes of us moving to the one college model under Dr. DeRionne Pollard and the Student Affairs Vice President at the time, Dr. Walker-Griffea.

- Applaud these students who are competitive in a remote environment, and give them our continued support as scholar athletes.

**No Business was conducted due to the lack of quorum**

Meeting could not be officially adjourned to the lack of quorum but ended at 1:15 p.m.

Respectfully submitted by

Rose Garvin Aquilino, Administrator Council Secretary