

MC GOVERNANCE

Montgomery College
College Council Meeting #5 Minutes
Tuesday, November 10, 2020
1 – 3 PM
Zoom Meeting

Attendees

Present: Dr. Tracey Smith-Bryant (Chair), Shakenna Adams-Gormley (Vice-chair), Tonya Baker (Secretary), Christine Tracey, Ed Riggs, Transcie Almonte-Sabio, Dr. David Torain, Kimberly Jones, Dr. Eric Benjamin, Dr. Benita Rashaw, Rebecca Adegeye, Michael Leblanc, Colleen Dolak

Absent: Timothy Kirkner

Guests: Richard Forrest, Dr. Kevin Long, Dr. Sanjay Rai, Tilandra Rhyne

Liaison: Dr. Steve Cain

Governance Director: Dr. Clevette Ridguard

Call to Order

There is a quorum to conduct business. Chair Tracey Smith-Bryant called the meeting to order at 1:02pm. The meeting was recorded for internal use only.

Constituent Concerns

No constituent concerns were presented.

Approval of Agenda and Minutes

The agenda was approved as written. The minutes for October 27, 2020 meeting were approved as corrected.

Chair's Report

The College Council Chair provided the following information and updates:

- 11/11 Veterans Day – [Combat2College](#)
- Share [Mobile Market](#) dates with constituents
- [Black Lives Matter Book Club Discuss “Caste”](#) – 11/18 at 12:30pm-2:30pm
- [Robert L. Giron Global Humanities Lecture Series](#) – 11/18 at 9am-10:30am

- [Sligo Journal Student Poetry Contest](#) – submissions due 11/20
- Black Alliance for Transformative Leadership Interest Meeting – 11/23
 - For more information, please email [Dr. Eric Benjamin](#).
- Professional Development Speaker Series for Students
- Watch [Budget Forum](#)
- [Office of Equity and Inclusion: Let's Talk Empathy](#) – post-election conversation
- [Policy and Procedure](#) open for public comments until 11/16
 - 31003 – Conflict of Interest
- Nominations Open for Outstanding Staff Awards and Outstanding Faculty Awards
- MC Rising Professionals Association with HRSTM host virtual forum to discuss [Talent Share Program](#) – 11/18 at 1pm
- [Open Enrollment](#)
- Bring a Constituent to College Council Day – 11/24

Change Management

Richard Forrest, Training & Development Coordinator, ELITE

- Change management begins with culture – blending of cultures
- Recognize, Awareness, and Explore
 - Recognize that people share the same problems, but our starting point are culturally defined
 - Must give attention to reconciliation of differences after identification of differences
 - Role of cultural dynamics in managing change
 - Identity tradition and change issues that affect MC students, faculty, staff, and administrators
 - Create sustainable solutions to managing change
- COVID Problem is Universal – approach to solve is culturally defined
 - Ushered a host of dilemmas – different starting points
 - A lot of different approaches
- Culture is rooted in how we solve problems concerning people, time and the environment
 - Dilemma – when differences include obstacles and resistance to change
- Change management models
 - Limitations of traditional models
 - Cultural bias and bi-polar logic
 - No reconciliation of differences – mainly explain differences
 - Not sustainable in diverse settings
 - Is Leadership the same everywhere?
- Tradition and Change at MC 2020
 - COVID-19 created an overload of changes
 - Zoom fatigue
 - Communication fatigue
 - Unwanted and wanted changes

- What issues of change at work are causing tension?
 - Modes of communication have changed drastically
 - Loss of body gestures and tones
 - Obstacles at home
 - Issues with technology
- Manage change where it is needed
 - Identify tensions and dilemmas
 - Most important step to managing change is “find a starting point”
 - Create a dialogue on issues involving change desires, fears, frustration, etc.
- Find a change issue – look nearby and go below
 - Managing change begins with understanding culture, which means understanding expectations, behaviors
 - Low participation in college surveys is a noteworthy pattern
 - Breakout room – identify possible roots of this behavior, MC dynamics, and expectations
 - Priority of surveys
 - Language behaviors
 - Some employees may not have access to College emails
 - Need to digest and unpack information
 - Communicating the purpose of the surveys
 - Efficiency measure
 - Would it make a difference if the survey came from someone like Dr. Pollard?
 - Different for each person
 - Purpose oriented, time and efficiency
- If leading change, must recognize that there is an opposite point.
- Reconciliation of the Goal – managing change
 - The dilemma is universal; the approach is cultural
 - Identify an issue or obstacle to change causing tension
 - Pendulum – the nail, the ball, core values and supporting values that help us connect
 - Reconciliation occurs when we work through opposing values with supporting values
 - Create a Team Behavior Charter
 - What behaviors do I want to see that support x
 - What behaviors do I not want to see about x
- Question – Can you provide more information about team behavior charter to be shared with the council chairs?
 - Yes, will provide an example and more information.

Old Business: Recommendation: Tuition Waiver for Dependents

- Still doing research and waiting for information from HR
- Will be ready to present at next meeting or Dec meeting
- Email additional concerns to [Shakenna Adams-Gormley](#)

New Businesses: Recommendation Discussion

- Delivering Food to Students
 - Food insecurity and issues with transportation
 - Also need to take students' family situation into consideration
 - Reached out to see if there would be liability by the College
 - Connecting with CAT team to review information and offer support
 - Address needs of students – most students not going to campus, which used to be a convenient place to pick up food and necessities
 - Important source of food for students
 - SHaW Center offers food and personal hygiene care items
 - Temporary situation – address immediate need of students
 - Question – If approved, will Mobile Markets still be held on campus during this time frame? Students only? Will personal or College vehicle be used for delivery?
 - Recommendation focuses on employees doing this on voluntary basis – go to Mobile Market, pick up items, and deliver to students
 - Will need to know student household information
 - Personal vehicle with no mileage reimbursement – SHaW Center also working on other options
 - A council member suggested considering using personal leave or enrichment leave to engage in this opportunity.
 - Question – Are deliveries limited to students who live in Montgomery County?
 - Depends on employees
 - Dr. Ridguard suggested that the document will need to have more logistical details and infrastructure in terms of who, what, when, and how.
 - Provide description or scenario on how this will work
 - Ideas must be clear cut and spelled out
 - Criteria and expectations
 - Timeframe
 - Suggestion to do short evaluation of student experiences
 - If more help is needed, reach out to [Dr. Clevette Ridguard](#) or [Dr. Tracey Smith-Bryant](#).
- Remote Learning Issues
 - Recommendation may impact future policy about camera and microphone use
 - Council members expressed appreciation for the thorough research.
 - A council member expressed that he would like to hear from Student Council.
 - A lot of students find it hard to turn on camera due to family – distraction and feel uncomfortable

- Can understand why professors don't want camera turned off when professors provide reasons – test and to know students are focused and paying attention
- Question – Who is paying for equipment? If approved, will faculty have to follow it and will there be guidelines? Consequences for not following?
 - Not asking for money – if it can't be funded, we can't do
 - Not sure about consequences for not following
 - Should be some structure in place
 - If faculty violate policy, there should be consequences.
 - Suggested to add in recommendation
 - Faculty Council only writing recommendation and Senior Leadership will decide how to implement
- Dr. Ridguard – change lawyer to College Legal Team
- Dr. Long – P&P can't be done quickly
 - Other opinions – put in Academic Regs and syllabus
- Question – Would this still go to P&P over time?
 - Depends
 - Concerted efforts for broader policy for distance learning and structured remote
- Council members expressed that there are numerous ways to do things without making students sign contracts.
- Shakenna Adams-Gormley motioned to extend meeting until 3:30pm to continue discussion on recommendation, and Michael LeBlanc seconded.
 - Vote – Unanimous approval
- Question – Is there a way to accelerate P&P procedure?
 - No
 - P&P is an option, but not the only option.
 - A council member suggested to start with Academic Regs, as well as P&P.
- Important to educate students about their rights
 - Mutual respect is needed
 - Statement about policy on website – good place for students to reference
 - Can add in recommendation
- Michael made a motion to approve the recommendation as submitted with the following modifications: Add a statement that the policy 1) will be added to the MC website under the student rights section; 2) will be included as a syllabus addendum; 3) will be added to the College's Academic Regulations; should be followed by faculty. Rebecca seconded the motion.
 - Vote – 6 Yes, 2 No
 - Recommendation approved to be put forward with changes.

Adjourned: The meeting was adjourned at 3:29pm.