

# MC GOVERNANCE

## Montgomery College College Council Meeting #10 Minutes

Tuesday, March 28, 2023

1:00 – 3:00 PM

Zoom Meeting

### **Attendees**

*Present:* Kimberly Jones (Chair), Shakenna Adams-Gormley (Vice-chair), Katherine Goldstein (Secretary), Joe Marshall, Swechchha Shrestha, Amanda Darr, Alice Santoro, Dana Baker, Jamin K. Bartolomeo, Paul Miller, Matthew Wilson, Jon Pointer

*Absent:* Sergio Washington

*Proxy:* Natalya Sack for Rabbee Awan

*Guests:* Dr. Jermaine F. Williams, Brad Bridges, Elizabeth Greaney, Dr. Sanjay Rai, Joyce Matthews, Dr. Monica Brown, Antonio Montano, Tonya Addleman, Natalya Sacks, Lisannie Montilla, Angie Moy

*Liaison:* Dr. Stephen D. Cain

*Governance Director:* Dr. Clevette Ridguard

### **Call to Order**

There was a quorum to conduct business. Kimberly Jones (Chair) called the meeting to order at 1:00 pm. The meeting was recorded for internal use only.

### **Constituent Concerns**

Swechchha Shrestha, Student Council Chair, brought forth two concerns:

1. Request for the shuttle have a direct route from Takoma Park Silver Spring Campus to the Germantown Campus. The request was made to help students who are in the Bio Sciences major. This change would help with the travel time between the two campuses. Chair, Kimberly Jones will follow-up with this concern at the next College Council meeting.
2. Students are not aware of how and when to apply for graduation. Chair, Kimberly Jones will follow up with Dr. Monica Brown and get back with The College Council.
3. Students are concern if there is a policy in place for an advisor to be present for them to hold a student meeting? Dr. Monica Brown responded she checked with Sherwin Collette there is not a policy in place. She will follow-up with the College Council with this concern.

4. Students are concerned that there is not an open time on the Takoma Park Silver Spring Campus and Rockville Campus to use the serenity spaces for studying. Chair, Kimberly Jones will follow-up at the College Councils next meeting.

### **Approval of Agenda and Minutes**

The agenda was approved with one change to add Dana Baker, Faculty Council Chair to report out on the Board of Trustee meeting she attended on Wednesday, March 22, 2023. The minutes for March 7, 2023 meeting were approved as written.

### **Chair's Report (Kimberly Jones, Chair)**

- 2022 – 2023 College Council Theme – Helping to create institutional transitions and transformations for student success.
- College Council Goals
  - Goal #1: Advance and Support Improvements to MC Food Insecurity and Mobile Market Activities.
- Shakenna Adams -Gormley, Vice Chair of the College Council reported out about the campuses that have adopted the Mobil Markets/Food Pantry. All of the Councils listed have collected food for the Mobil Market and the Food Pantry on their campus.
  1. Work Force & Continuing Education Council.
  2. Germantown Campus Council.
  3. Rockville Campus Council.
- Goal #2: Promote Mental Health Awareness.
- Dana Banker and Katie Goldstein – Co – Chair Katie Goldstein, Rockville Council Chair, reported on the programs listed below with a partnership with I'M ALIVE to support Mental Health. Update on Mental Health Projects
  1. IMALIVE Mental Health Fair, Tuesday, April 25<sup>th</sup> – 10:00 a.m. – 2:00 p.m. – RV, On the Green.
  2. IMALIVE Mental Health Fair, Wednesday, April 26<sup>th</sup> – 10:00 a.m. – 2:00 p.m. – TP/SS Atrium.
  3. Donut Stress “Do Not Stress”, Wednesday, April 26<sup>th</sup> – 10:30 a.m. a.m. – 12:30 p.m. – GT, HS011.
- Dana Baker, Faculty Council Chair, reported on the Get Lit programs available English faculty members where they help students walk through using African American literature to talk about trauma. The Get Lit, meeting schedule is listed below.
  1. Get Lit, Wednesday, April 26<sup>th</sup> – 2:00 p.m. – 3:30 p.m. – RV, Mannakee Building (MK), Room 101.
  2. The Monday Morning Boost will continue as a form of mental health, awareness to help faculty and staff.

#### **Other Partnerships:**

- E & I Book Reading and Data Asset Management project.
- Kimberly Jones, College Council Chair, reported the College Council partnered up with Equity & Inclusion with two book readings and we also, partnered up with Nadine Porter for Data Asset Management project.
- Save The Date: Special Antiracism Training Tuesday, April 4, 2023 2:00 pm – 4:00pm,

- Open to all Governance members and friends <https://bit.ly/ANTIRACISTSP2023> .
- Equity Week April 10<sup>th</sup> – 14<sup>th</sup> for more information visit: <https://www.montgomerycollege.edu/about-mc/equity-andinclusion/equity-week.html> .
  - Staff Enrichment Day – On behalf of the MC Governance Director and College Council, we like to thank you for all your hard work and dedication. Great job to the Staff Enrichment Day Committee Members.
  - Montgomery College Job Fair in April.
    1. April 12<sup>th</sup> – 10:00 a.m. – 1:00 p.m. – MC Germantown Campus.
    2. April 21<sup>st</sup> – 10:00 a.m. – 1:00 p.m. – MC Rockville Campus.
    3. April 27<sup>th</sup> – 10:00 a.m. – 1:00 p.m. – Takoma Park Silver Spring Campus.
  - Graduate Cap Decoration Party – Purchase Grown and Rings.
    1. Germantown Campus – Tuesday, April 11<sup>th</sup> – 1:00 p.m. – 3:00 p.m. – Outside between HS & SA – <https://bit.ly/GRADCAPGT23>.
    2. TP/SS Campus – Wednesday, April 12<sup>th</sup> – 1:00 p.m. – 3:00 p.m. – ST 2<sup>nd</sup> floor near the Bookstore – <https://bit.ly/GRADCAPTSS>.
    3. Rockville Campus – Thursday, April 13<sup>th</sup> – 1:00 p.m. – 4:00 p.m. – Green Space between HU & TA – <https://bit.ly/GRADCAPRV>.
  - Fun in the Park Baseball Event – Tuesday, April 4<sup>th</sup> – 1:30 p.m. – 5:00 p.m. Germantown Baseball Field.
  - Last College Council meeting – In Person – Tuesday, May 9<sup>th</sup> – 1:00 p.m. – 3:00 p.m. Central Services Building – CT S108.
  - Board of Trustee’s Meeting – Monday, April 17<sup>th</sup> – attending Paul Miller, Employee Services Council Chair.
  - MC Governance Competency Badging – Module 3 – All About MC the Organizational Structure is now OPEN! Register in workday.
  - MC Governance Elections: Elections March 29<sup>th</sup> – April 7<sup>th</sup> – for more information, visit <https://www.montgomerycollege.edu/about-mc/governance/index.html>
  - Asian American and Pacific Islander Heritage Month Kickoff Festival, Wednesday, April 26, 2023, Rockville Campus, Theatre Arts (TA) Arena, 11 am – 2 pm. For more information contact [APAHPanningCommittee@montgomerycollege.edu](mailto:APAHPanningCommittee@montgomerycollege.edu) or visit <https://www.montgomerycollege.edu/events/asian-pacific-heritage>.
  - MC Closing Meeting and Commencement
    1. Closing Meeting – Wednesday, May 17<sup>th</sup>, 2023 – 9:00 a.m., Germantown Campus, Globe Hall.
    2. Commencement – Friday, May 19<sup>th</sup>, 2023 – 10:00 a.m. More information visit, <https://www.montgomerycollege.edu/commencement> .
  - Equity Week Invite – Excellence in Equity Awards Wednesday, April 12, 2023 – Montgomery College Cultural Arts Center 7995 Georgia Avenue, Spring, Maryland 20910. RSVP by April 6, 2023 link below. <https://forms.office.com/pages/responsepage.aspx?id=Cx5ATVJICE69OKjRXKDD2Sbg0gWAR8NCo6IepwE7QApUOFdOMzRJSjZWU0RMSFVNSzdUQkdKNVEwNyQIQCNOPWcu>.
  - Facilities Master Plan Survey will be live for two weeks from March 27<sup>th</sup> – April 7<sup>th</sup>

## [FMP Employee Survey](#)

### **Metz Update (Bradley Bridges, Director of Auxiliary Services and Elizabeth Greaney, Chief Business/Financial Strategy Officer) Up-date.**

- Takoma Park Silver Spring Campus has a new chief Aria Brown, her specialty is baking and she is interested in African cuisine. He also reported they are now fully staffed, but they are still recruiting students to apply.
- Menus are now online and available to view on the Metz or Montgomery College website under foodservice. The Student Club and Organization menu will post once we have the final feedback and approval.
- QR codes are now available in the dining area as well as the food court areas.
- Staff, Students, and Faculty can order ahead through GrubHub.
- Grab and Go containers are available salads, wraps, sandwiches and fruit cups.
- Catering manager is Ryan Santmyer can be contacted through the Metz contact information, Mike Humphreys is the General Manager (240) – 567-2395.
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- Dana Baker, Faculty Co-Chair asked what is the status of having food items available for students and staff after 6:00 pm? Like a grab and go. Bradley Bridges response was they will continue to monitor the traffic patterns before moving forward with this request.
- Katie Goldstein, Rockville Council Chair, brought forth a constituent concern with the vending machines not working in TT building. Bradley Bridges response is they are aware of the issue. The new vendor has addressed the issue, and it is now working.
- Kimberly Jones, College Council Chair, asked what is the update on the polite vending machine in the Central Services Building? Elizabeth Greaney addressed the question they are trying to analyze how it is doing before we can take this investment to other places in college. She said it is a capital investment it was negotiated through the pandemic with Metz to have a grab and go type of things that are fresher and healthier options. Kimberly Jones asked if the fresh vending machines would be available to other campuses and when this would take place? Elizabeth Greaney addressed the question we'd have to scout and get input from students and governance with regards to locations. Once it is approved to have it available other than the Central Services building. They picked the Central Services building because they could effectivity monitor the traffic better than starting it on the other campuses. The cost of the items available the average price the sandwiches are \$5.00 dollars, the salads are \$6.50. Kimberly Jones, asked if the price point be different for the students? Elizabeth Greaney addressed the question the price would not change Metz is working on the price menu for students in regards to Student clubs and Organizations.
- Swechcha Shrestha, Student Council Chair, brought forth a concern of the vending machine in the ST building on Takoma Park Silver Spring campus is not giving you the item you requested. Also, the vending machine in the Commons building has been sold out for the entire semester. Bradley Bridges addressed they are working on the price

menu for students.

- Kimberly Jones, presented a document to the College Council of food concerns. To view the document please visit the Governance Blackboard Community. The College Council asked to address the pending request.
- 1. Have the hours of food services have it been extended on the all the campuses?
  - a) No, they are still monitoring the traffic to extent the hours. Noted no hot food available after 3:00 pm on the Rockville Campus.
- 2. What about the options for vegetarian, Gluten-free and Dairy-free meals?
  - b) More vegetarian, the others are pending.

Kimberly Jones, College Council Chair, asked if Bradley Bridges could provide the College Council with an update of the pending concerns Gluten-free a Dairy-free. Bradley Bridges will update the College Council with an update when he finds out.

3. There are no to go boxes available on every campus?
  - c) There are to go boxes available you just need to ask the chief. Bradley Bridges will address the staff he has no idea why they are saying no.
4. Menus on the outside of the location? Putting QR codes on the table available to order with Grub hub.
  - d) Bradley Bridges will check and get back with the College Council.

### **Equity Week (Antonio Montano, Equity and Inclusion Program Manager)**

Antonio Montano introduced himself and gave an overview of Equity & Inclusion Week events in April. He encouraged the College Council to attend. Exciting information will be provided and interesting guest speakers.

### **Governance Information (Dr. Clevette Ridguard, Governance Director)**

Dr. Clevette Ridguard, thanked the liaisons for their support with the Governance Councils. Reminder to check the Governance members document posted to the meeting link for any corrections. Governance elections March 29<sup>th</sup> – April 7<sup>th</sup>. The 3<sup>rd</sup> Module for Governance Competency badge is live in Workday. Module 3 is about MC Organization and Operations. Module 4 is about Leadership. She encouraged the Chairs to take the Module.

### **Constituent Concern Updates (Shakenna Adams – Gormley)**

Shakenna Adams-Gormley presented a constituency report for more details visit the Blackboard Governance Community.

### **Board of Trustee Meeting Report Out (Dana Baker, Faculty Co-Chair)**

Dana Baker, Faculty Council Chair, reported on highlights from the meeting:

- Items 1,2,3,4

Were votes to approve the minutes of the BOT's last meeting and current agenda as well as minutes from BOT standing committees

- Item 5
  - Presentation was heard from the Ascend Parent Initiative students and Dr. Ja'Bette Lozupone. The students spoke about how helpful the services have been and that they felt included in the college by having group discussions with other students who have a shared experience. One thing that is still lacking at the Rockville and

- Takoma Park/Silver Spring campuses is daycare on-site.
- Dr. Williams report spoke to how well MC is doing as an institution and that enrollment for the spring was better than expected. He also spoke to the more than 300M dollars (the College's entire request) was a part of the County Executive's budget. Also included was an update on the tuition increase (2-4-6).
- Trustee (Dr.) Hoffman spoke on the work of the Succession Planning Committee and that they are working on a final report to be presented at the April meeting or the BOT retreat. (Tabled)
- Trustee (Dr.) Brintnall spoke to the work of the College and how well we were represented by students in Annapolis and with the County Council. Also, the participation of BOT members in these events. He spoke to the commitment of the College to maintain an environment of inclusion, accessibility and completion. He ended by acknowledging Dr. Williams on his first year as the leader of MC.
- Items 6,7,8,9
  - These were all action items to approve funding for needed items (ex: payment for sign language interpreters. There will be Honorary Degrees conferred at Commencement; however, no names were given. Actual awardee is listed in the meeting agenda and notes on page 22. For item 7, the deletion of three-degree programs and one certificate were discussed. Trustee (Dr.) Hoffman had questions about the deletion of the Mental Health AAS program and its replacement with Behavioral Health; Dr. Monique Davis attended to reply to the questions.
- Item 10
  - Tabled until the BOT retreat
- Item 11
  - The announcement of the very successful outcome of negotiations with the staff union. An increase was agreed upon as well as a concrete definition of "work hours".
- Items 12, 13
  - Just a recognition by Trustee Knapp on the work of the Board.
- Item 14

Board of Trustees meetings date and time, zoom links, minutes visit,

<https://www.montgomerycollege.edu/about-mc/leadership/board-of-trustees/index.html>

### **Announcements and Council Updated**

- Tuesday, April 11<sup>th</sup> College Council Meeting, we will be voting in our New College Council Chair for 2023 – 2024.
- Dana Baker, Faculty Council Chair, gave a shout-out to Dr. Paul Miller, Dr. Mike Mills and Dr. Shinta Hernandez for the excellent presentation AI-Chat-GPT they presented to the Faculty Council meeting on Thursday, March 23, 2023. Elite will offer workshops on AI-Chat-GPT to attend please visit Elite website. April 25<sup>th</sup> General Education Committee is having their annual showcase 3:30 p.m. – 5:00 p.m. please attend. Faculty Council will have an update on the suspension and restriction being put back in place prior to what it was before, COVID. April 11<sup>th</sup> there is going to be an exponential learning workshop I would encourage you to attend. There may be a curriculum change for Biology, 150 the change will affect the Health Science students. The curriculum committee will be

discussing the change on April 17<sup>th</sup>. Dana Baker, Faculty Chair will report back to the College Council by email.

- Paul Miller, Employee Services Chair reported there will be 4 workshop sessions on AI-Chat-GPT he placed the information in the chat. If you would like to discuss it further you can send him an email or setup a meeting in TEAMS. Kimberly Jones, College Council Chair, ask if the information can be sent to the College Council Chairs to present at their meetings.

**Adjourned**

The meeting was adjourned at 2:26p.m.