

**Montgomery College**  
**Germantown Campus Council Meeting**  
**Minutes**

Tuesday, February 4, 2020

2 – 4 PM

PK 105

**Attendees**

*Present:* Binta Njie, Rebecca Razavi, James Washington, Sharon Anthony, Maurice McCambley, Anne Schauer, Paul Jenkins, Jeff Bonnycastle, Jennifer Capparella, Tonya Baker, John Hare

*Absent:* Barbara LaPilusa

*Guests:* Christina Devlin, Margaret Latimer

**Call to Order**

The meeting was called to order at 2:05pm by the chair.

**Approval of Agenda and Minutes**

The agenda was approved as written. The minutes were approved as amended. The meeting was recorded for internal use.

- New secretary – Sharon Anthony
  - Vote – unanimous approval

**Constituent Concerns**

- Collegewide chairs are concerned about the non-payment deletes.
  - A lot of students are dropped, and many don't know about it
    - This system is burdensome for students
  - Chairs met with deans and suggested the following:
    - An earlier drop date and widespread announcement of the drop date for the students to see
    - The creation of a set of talking points about financial aid, the way for students to put a hold on their classes, and payment deadlines
    - Fewer drop dates
    - They understand the need for a system, but the process needs to be more effective and less onerous for students
  - Input from Germantown Campus Council:
    - Students don't often see notices before getting dropped, but they do know when their bills are due.
      - Student need more apparent notice before being dropped, and it should also include suggestion for them to check with financial aid.
- Student complaint was presented about non-operational blinking crosswalk lights.
- There was a recommendation to put some art work in the space underneath the steps inside HT building, where plants used to be.

- Caution is needed to avoid combustible materials.
- Sign/directory in PK building's lobby is outdated.

### **Operational Services Council – Christina Devlin**

- The Operational Services Council (OSC) relates to almost everything that we do to make the College run.
- Anyone can come to the meetings to talk about issues related to operational services.
  - The OSC meets at CT, 2<sup>nd</sup> Thursday @ month.
  - Next meeting – 2/13
- The OSC provides and disseminates information about construction projects.
- Whenever MC constituents have an issue related to how the College operates, they are welcomed to bring it to the OSC.
- This year, the OSC has discussed improving the shuttle service and the issue of minors taking classes on the campuses.
- A council member suggested that it would be a good idea to have more regular shuttle service after 5pm from GT campus to RV campus (once an hour).
  - There are a lot of students taking night classes.
  - Is an hourly evening shuttle service possible?
  - If the Student Council moves forward with a proposal through the Governance system, it will be a good way to get this to work.
- Is there a sign to identify current shuttle location in buildings?
  - Christina Devlin will bring this concern to the OSC.
- Is there a security phone next to bus stops?
  - Yes, as confirmed by Chair Paul Jenkins.
- Christina Devlin will also bring concern about non-pay deletes to the OSC.

### **Germantown Campus Council Goal Discussion**

- MC baseball team support – the Council has committed to supporting “A Day at the Ballpark” for the Council to promote and celebrate the MC baseball team and a game this spring.
  - The Council will sponsor and promote the MC baseball team's double-header on 4/23 @ 12pm and 2pm
    - This day is also Take Your Child to Work Day.
  - This is a busy week at Germantown with the Census Carnival on 4/21.
  - The baseball team and coach have asked the Council if there is anything that we can do to help fix up the fields.
    - Maurice McCambley's facilities team will work on the painting and on bolstering the retaining wall and benches. Council member Tonya Baker will put in the work orders.
- Food Pantry support
  - We are waiting for SA building to be completed and approved for occupancy before the food pantry will be permanently relocated to a bigger and more accessible space.
  - The Council will initiate efforts to keep a steady stock of food in the current pantry.
  - The pantry is currently on 3<sup>rd</sup> floor of HT building.

- The Council will promote food donation and let people know where they can get food when needed.
  - Donation boxes will be located around campus.
  - The Council members will promote and encourage donations at events, including the following:
    - 2/6 – Volunteer Fair
    - Equity Submit
  - Communication plan is needed – flyers, promoting at events, etc.
- Council question – Is the food expiration date checked before being put in the pantry?
- Volunteers were requested for the upcoming Mobile Market.
  - 2<sup>nd</sup> floor of HT building from 9am-12pm
- The 2019 Oktoberfest Parade support – The fall Oktoberfest parade participation and support were a success, and a planning meeting for the 2020 parade will be held on Thursday, 2/6.

### **Provost report**

- Equity Submit will be held on 4/1 on Germantown campus.
- Athenaeum Symposium will be held on 2/19 in BE 151/152.
- Presidential Dialogue will be held at TPSS on 2/11 at 9am.
- President’s Town Hall will be held on 2/13 in SA 312.
- MC’s support of the 2020 Census – want to make sure everyone is counted.
  - Each of the campus will have a Census Carnival – 4/21 for GT.
    - The Carnival will help people understand the Census.
    - The Carnival is being planned by the college wide committee, but they are looking for people to be on a smaller committee to be responsible for and help promote the carnival/census.
- Official opening for SA building is scheduled for 4/22 (in the morning).
- Raptor Central kicks off on 2/24.
  - Raptor Central features a diversified welcome center on each campus.
- MC experienced a slight decline in enrollment this spring, but not as much as predicted.
  - Distance courses/online courses continue to grow.
- HT elevator construction will hopefully be concluded by the end of the year.
- Science bowl is postponed to 3/21.
- On 2/13, a food truck will visit campus.
- Coding camp, called “Montgomery County Can Code,” for middle school students will be held at GT this summer.
  - The campus will expose and encourage student interest in coding at a young age
  - Swift is the coding language featured in the camp and widely used to develop apps.

### **New Business**

- Council chair asked for suggestions for speakers/presenters at upcoming Germantown Campus Council meetings. Contact chair with requests and recommendations.
- The Council members suggested someone from Dr. Rai’s office or registration talk with us regarding non-pay deletes.
  - Ernest Cartledge?

### **Chair's Report**

The chair provided the following information and updates:

- Updated policies and procedures regarding Public Safety
- 3 campus police officers on Germantown campus
- Volunteer Fair to be held on 2/6 on the Germantown Campus
- Innovation grant submissions due by 3/12
- Staff Enrichment Day to be held on 3/18
  - Looking for volunteers or workshop facilitators – 2/21
  - Van shuttle service will be available for SED.
- Next Presidential Dialogue to be held on 2/11
- 2020 Governance Nominations and Elections Season:
  - Nominations – 2/28 – 3/10
  - Elections – 3/30 – 4/10

### **Announcements**

- Entrepreneur and Small Business Owners Symposium will be held on 5/1 and 5/2.
- Summer Germantown events include the following:
  - Coding camp for middle school students
  - WDCE will expand entrepreneurship boot camp for middle school students
    - Two sessions to be held on Germantown campus
- Southern Management Leadership Program recruitment starts 3/1.

### **Adjourned**

The meeting was adjourned at 3:45pm.