

MC GOVERNANCE

GERMANTOWN CAMPUS COUNCIL

MEETING MINUTES

Tuesday, September 15, 2020; 2:00 – 4:00 pm
Zoom Meeting

Attendees

Members Present: Tonya Baker, Amanda Darr, Mais Alraee, Margaret Latimer, Sharon Anthony, Jennifer Capparella, Christopher Cusic, Charlie Jackson, Paul Jenkins, Lori Kelman, Maurice McCambley, Brandon Mollock.

Absent: Blessing Anyim, Abo-keze Ewimbi

Guests: Kekeletso Lowe, Surayya Johnson, Joan Lefever, Sally McClean, Kevin Long, Stephanie Will

Call to Order

Chair Tonya Baker called the meeting to order at 2:02 pm.

Approval of Agenda and Minutes

The agenda and minutes were approved as submitted. The meeting was recorded for internal use.

Constituent Concerns

- Sally McClean brought forth a concern that she is the only Germantown Campus representative on the Operational Services Council. Other campuses have several representatives.
 - Christina Devlin served last year on the Operational Services Council, and she used to report back and forth between both councils.
 - Sally McClean is our Campus representative on the OSC for this year.
 - All Operational Services Council meetings are open and via Zoom. So, members of GTCC are encouraged to attend those meetings when they can.
 - Tonya will connect with Sally and vice versa to keep the channel of communication open and to make sure that any GT campus issues are addressed during the Operational Services Council meetings.

Student Life Activities – Surayya Johnson and Joan Lefever

- Surrayya Johnson shared Student Life Activities updates and the new methods and tools the center is using to keep students engaged during this remote environment:

1. New members have joined the center- Hannah Stocks as the GT service-learning coordinator, and Shawn Sanders as the GT leadership program coordinator.
 2. Incorporated many new apps and collaborative tools like the Flipgrid and Kahoot games to engage students in fun and safe settings.
 3. The webpage is updated to include the 2020 event calendar.
 4. Students are provided with fillable documents to access events' registration easily.
 5. Created Clubs & Advisor on Blackboard.
- Increased academic department collaborations:
 1. Professional week- Students' leader panel - "How to Dismantle Racism."
 2. Service-learning and criminal justice program.
 3. Constitution Day - Events and Political Science – "Policing and Protesting"
 - Student life shared their clubs' events for September. All September's events and more can be found on the Student Life Activities webpage.
 - Joanne Lefever shared the new updates from the service-learning:
 - Popcorn & Politics.
 - Volunteer fair - September 16
 - MC Vote: Party to the Polls, Post Card Writing Project.
 - Spirit of Service Days
 - Conversation Partner Volunteer Program.
 - Surrayya Johnson talked about the Student Senate: team building activities and leadership training on the 1st and the 3rd Wednesdays of each month.
 - College-wide MC LEADS leadership program- workshops to gain leadership skills, conference retreats, and networking opportunities.
 - Leadership at Germantown:
 - Empower Hour- September 30.
 - Students Leader Workshop: 2nd and 4th of Wednesdays
 - MC LEADS program begins on September 22.
 - MCCADA Leadership Conference in October.
 - Student Life Activities listed all of the upcoming fun and virtual events. Students can reach out to the center to get more info.
 - Question –How can the Germantown Campus Council help the Student Life Activities?
 - Promotion- encourage students to participate in the leadership programs.
 - In the past, the Council donated items, but because of the pandemic, Student Life has no access to the pantry.
 - Student Life will update the GTCC if an opportunity for help arises.
 - Question – Should students select a campus before joining a club? Is there a Facebook page?
 - All virtual Student Life Activities are combined across all campuses.
 - Students can access all the needed information from the MC webpage mainly, but we do have IG, Twitter, and Facebook page.

- Attending Club Rush is also a key for students to obtain more information.
- Question – Does Student Life send emails to students?
 - Student Life does not have access to students' emails; that is why they ask instructors to promote their information.
 - Students can sign up to receive their information; once they have their permission, Student Life can send texts and emails.
- Question – Does Student Life have a blurb or a short statement that faculty can insert in their syllabus or on Blackboard?
 - They will reach out to several departments and find ways to get the information out to the faculty.
- The Chair, Tonya Baker, asked Student Life to update her with any information they wish to share with the GTCC. Also, she encouraged GTCC to reach out to Student Life if they have any questions or comments.

Policy & Procedures – Dr. Kevin Long:

Dr. Kevin Long was asked to share the MC current policies that are out there to review. Dr. Long shared the MC Policies and Procedure Website.

- Modification Feedback and Public Comments:
 - There are three modifications that are out for public comments. A fourth one will be out at the end of the week.
 - Flexible Work Arrangement - Changed the language around remote work in different categories- the modifications are posted on the website for all to read.
 - Recognition awards - Streamline the retirement resolutions process.
 - Board of Trustees Student Grants and Scholarships- eligibility requirements.
 - Coming up soon: Hiring policy procedure- one single procedure for all except for part-time faculty.
- Everyone was encouraged to add comments and feedback to these policies. Comments can be sent individually, as a public comment, or as a council.
- PEC reviews all the comments and assess them as needed.
- All policies are archived, and you can find them on the websites; Work is being done to build archives that go back 20-25 years.
- Questions- no question.

GT Campus Council FY21 Goal Plan Discussion

The theme is to support our students. The Chair shared the "Governance Council Goal Plan" document. Options discussed are:

- Mobil Market: Once a month event, limited number of volunteers.

- Promote Student Life Activities: Help with promotion statements for faculty to use with their syllabi.
- Expand beyond Mobile Market to help other distribution events.
- Help the MC foundation by providing notes of encouragement for gift card distribution (if they even do that).
- Help with laptop distribution if it happens in the future.

The Council will finalize these goals in its next meeting.

MC Mental Health Services & SHaW Center Resources – Stephanie Will

1- Stephanie Will shared the "Fall 2020 mental health snapshot" presentation: Factors affecting mental health.

- Symptoms.
- Empathy is encouraged towards your students and your friends.

Student Resources:

- Mindful Mondays
- LCPC support groups
- Raptor lounge
- Walk with SHaW center
- Educational programming

Peer to peer program

Basic needs

- Mobile Markets September 9th, 16, 23rd, October 7, 14 and 21 from 2:00pm- 4:00pm
- Hygiene giveaway October 28 from 10-12

2- All events require registration except mindful Mondays.

3- Additional employee resources are shared.

- FSAP
- Counseling service
- Legal consultation
- Help planning vacations.

4- Community resources

- Montgomery County crisis hotline
- Everymind
- HELP community organizations

5- Access the SHaW website to gain more info or sign up for their mailing list.

6- SHaW center welcomes volunteers always.

Question-How can we as a council help the SHaW center?

- Promotion among students and faculty

- help with "stigma busting" about mental health.

Question- How can we encourage students to open up and participate in our zoom classes?

- Icebreaker activities.
- Utilizing the breakout rooms.

Provost Report

Provost Margaret Latimer presented the following report:

- Attended the Gaithersburg – Germantown Chamber of Commerce Annual Golf Event-fundraiser. Raises money for MC student scholarships.
- The budget will be tight for the next couple of years.
- Enrollment in Germantown was above projection.
- The spring schedule will be different based on students' demand.
 - 50% of the classes will be traditional classes of 15 weeks or 13 weeks (2 week late classes.)
 - The other 50% will be seven-week classes, the first half and second half of the semester. Similar to our Summer semesters.
 - Class load for students will still be the same but divided if they attempted the 7-week classes.
 - Will re-assess the structure of these classes to have a better idea of how our Fall 2021 classes will look.
- Leave feedback on MC Policies and Procedures website.
- Keep thinking of ways to build a community sense among your students.
- Questions – No questions.

A picture was taken of GTCC members for website.

Chair's Report

The Council Chair Tonya Baker provided the following information and updates:

- 1- College Council Update:
 - Theme: Transformation and Resilience.
 - Heard presentations about Zoom best practices for governance meetings.
 - Mental Health Services offered by College, and Physical Wellness Services offered by the College.
- 2- Upcoming Events:
 - September 22 - Athenaeum: Harry E. Johnson, Sr. "A Look into What the Martin Luther King Jr. Memorial Means to Us."
 - September 24- Conversations with Leadership. Submit questions by 9/18/20.
 - September 25- Virtual Federal Government Job Fair
 - September 24, 29, and October 1- Professor Joan Naake and her Renaissance Scholars class presentations.
 - October 3, 5, 6 - Virtual FAFSA Fever

- October 7 - Mobile Market – Germantown
 - October 23 - American Red Cross Blood Drive – Germantown
- 3- Announcements:
- Census: September 30 is the Last Day to Complete the 2020 Census. A "block" about the census can be added as a part of your signature for the rest of the month or as an announcement in Blackboard or any other way you see fit. Tonya to send the "block" via email.
- 4- Food for Thought:
- Ideas for a meaningful but respectful end of the semester celebration – will discuss at next meeting.

Adjourned

The meeting was adjourned at 4:14 pm.