

MC GOVERNANCE

GERMANTOWN CAMPUS COUNCIL MEETING MINUTES

Tuesday, April 16, 2024 | 3:00 pm – 4:30 pm
In-Person Meeting, PK 105 @ Germantown Campus

Attendance

Present: Amanda Darr (Chair), Erin Marcinek (Vice Chair), Kam Yee (Secretary), Kiersten Newtoff, Nichole Land, Milton Nash, Greg Downs, Benedict Ngala, Shakenna Adams-Gormley

Proxies: Tonya Addleman (for Muhammad Kehnemouyi), John Wysong (for Clarence Mollock), Hortencia Navarrete (for Karlyvette Acevedo)

Guests: Heather Dellinger

Absent: Muhammad Kehnemouyi, Clarence Mollock, Karlyvette Acevedo, Patrick McNair, Jennifer Capparella, Asmaa Abdul-Amin, Brian Shaffer, F. Haleem

Call to Order

Meeting was called to order at 3:06 pm, with Amanda Darr presiding. Quorum was established to conduct business. The presiding officer informed that the meeting is open to the College community, but only Council members or designated proxies may speak, participate and vote.

Approval of Agenda/Minutes

Minutes from the Mar 19, 2024 meeting were presented. There were no comments. The minutes were approved as written.

The agenda for today's meeting (Apr 16, 2024) was also presented. There were no comments for additions or corrections.

Constituent Concerns

Guests were invited to speak.

1. Kiersten (as Biology Program Coordinator): Slow approval process for course substitution. Two students had submitted requests to Registrar's Office on Jan 18, 2024, but requests were not processed until Apr 15, 2024. There were no notifications in the interim. It took efforts above the Registrar's Head to resolve.
2. Erin Marcinek added: It seems a Collegewide issue. There seems to be a lack of process for course substitution approval. No confirmations are sent along the way. Course substitution requests are deferred until close to graduation date.

Amanda will refer the concerns to College Council and to Operation Services Council.

Constituent Concerns Annual Report Summary – Amanda Darr

Amanda summarized the 9 constituent concerns received in the 2023-2024 year:

1. Flags left permanently at half-staff in the SA Bldg parking circle → Resolved.
2. Bulb replacement in the light poles in the SA Bldg parking circle → Resolved.
3. No shuttle bus service on Advising Day → Referred to Operation Services Council and College Council.
4. Two concerns related to unclean sinks in SA Bldg → Referred to Facilities.
5. Metz food diversity, food options and catering services → Actions taken by MC Dining Services (feedback by QR codes; addition of Poblano's; increase staffing).
6. Bulb replacement in the lamp poles outside SA Bldg → Referred to Facilities, light bulbs outside SA and SE buildings replaced.
7. Shortened Assessment Center operating hours (closed at 5 pm) → Hours have been amended and extended.
8. Vending machines refund → Refund methods available and disclosed to users.

Provost's Report – Tonya Addleman (proxy for Dr. Muhammad Kehnemouyi)

1. HT Bldg will be closed during Summer 2024. Tenants are being contacted for temporary relocation. Contractor for roof work approved by MC Board of Trustees (work to commence May 20, 2024).
2. HS Bldg classrooms will have lecture room seats replaced with double-folding tablet arm chairs (they are presently single-folding arm chairs). Impacted summer session courses are being contacted for any necessary relocations.

3. BE 151& 152 will be used by Board of Elections Apr 27, 2024 till end of June 2024, and October-November 2024. Regular MC users will not have access to those two rooms during the specified periods.
4. Bulk Shredding Day event is being planned. Late September/early October (2024) seems to be the most optimal time.
5. Blood Drive will take place every month during Summer 2024.
6. Montgomery Can Code Ignite Hub to meet for 2 weeks in July 2024 (2nd & 3rd week in July). Middle School students will be the primary audience.
7. The third Nobel Laureate lecture (Dr. David Wineland) will take place on Fri, Apr 19, 2024, 9:30-11:00 am. Topic is quantum computing. Open to general public and catered to general audience. Presentation will be followed by a joint Q&A session with Dr. David Wineland and Dr. William Phillips (presenter of the second Nobel Laureate lecture).
8. Honors and Awards Convocations:
 - Apr 29, 2024 – Germantown Campus (2-4 pm, Globe Hall).
 - Apr 30, 2024 – Rockville Campus (2-4 pm, Parrilla Theatre).
 - May 02, 2024 – Takoma Park/Silver Spring Campus.
9. GT Campus Picnic – Tue, May 14, 2024, 11:30 am - 1:00 pm.
10. Collegewide Closing Meeting – Wed, May 15, 2024. Globe Hall.
11. Employee Recognition Day – Fri, Apr 19, 2024.

Dr. Kehnemouyi will be amongst the people to be recognized for his 40 years of service to Montgomery College.

Annual Goals Summary – Amanda Darr

GT Campus Council set two goals for 2023-2024 academic year. Both have been met.

Goal #1: Actively engage with constituents during the 2023-2024 academic year.

- Volunteered at Governance Awareness Day in both Fall and Spring semesters.
- Wore Germantown Campus Council shirts on campus.
- Created and distributed GT CC Meeting Flyer.

Goal #2: Partner with one MC group in the Fall and one in the Spring to provide support to faculty/students/staff and to strengthen the sense of belonging and community at Germantown Campus.

- Volunteered at Germantown Campus Holiday Celebration (Dec 12, 2023).
- Adopt and volunteer at a Mobile Market (scheduled for Apr 24, 2024).

Upcoming New Member Introductions and Officers Elections Meeting

Governance Council elections ended Apr 12, 2024. Council members for the 2024-2025 year expected to be announced within 2 weeks. Our next Council meeting (Tue, Apr 30, 2024) will be the final meeting of the 2023-2024 year, with focus primarily on elections of officers for this GT Campus Council.

Chair's Report – Amanda Darr

1. Equity Week is ongoing this week. Several in-person and remote events are planned to celebrate various aspects related to Equity.
2. Commencement – May 17, 2024, in Rockville Campus. Volunteers needed.
3. Virtual Athenaeum “*Sculpting Empathy*” presentation – Apr 23, 2024. Via Zoom.
4. MD Leadership Institute – Wed, Apr 24, 2024. 1:00 pm.
5. Primary Elections ballot drop box – Locate outside BE Bldg.
6. Election Day judges. MC employees can perform as judges and receive compensation for such duties. Time off request and approval required. Will need training and certification.
7. PTK Food and Clothing Drive – Apr 15-26, 2024. Proceeds will go to Manna Food and Clarksburg Closet.
8. Drug Take Back Day – Apr 25, 2024.

What's Going On In Your World? – Amanda Darr

1. Pre-Transfer Academy. Workshops for students to transfer to other institutions.
2. GT Campus SET Dept. Inclusion By Design Workshop by Gloria Barron.
 - Nobel Laureate Talk #3 (Fri, Apr 19, 2024).
 - Quantum Computing events. Happening this week.
 - “Women Breaking Down Walls.” Happening this week.
3. Equity Inclusion Discussion Panel – Thu, Apr 18, 2024, 11:00am-1:00 pm. Globe Hall.
4. Counseling & Advising. Revision of math placement process under discussion.
5. Biology Dept's STEM Conference – Sat, Apr 20, 2024. RV Campus. 438 registered participants.
6. Library. Tutorials are under revision. Guides/templates are being updated.
7. Literary Week. Scheduled for Fall 2024 semester.
8. MyMC Portal expected to be revamped during Summer 2024.

Adjournment

Kiersten motioned to adjourn the meeting. Milton seconded. The meeting was adjourned at 4:02 pm.

Next meeting: Tue, April 30, 2024, 3:00-3:30pm. Via Zoom.