

## **MONTGOMERY COLLEGE GOVERNANCE**

Rockville Campus Council

April 4, 2017

### **Attendees**

- Members Present: Cathy Galasso-Schwartz, Marcella Karp, Muhammad Kehnemouyi, Dr. Kimberly Kelley, Jimmy Rodriguez, Atul Roy, Steven Taylor (Chair), Usha Venkatesh, Maura Hilburn, Henry Caballero
- Members Absent: Evangeline Kirigua, Lisa Vaughnn, Randy Hertzler, Erin Hudgins (Vice Chair),

**Meeting was called to order at 2:05 pm.**

### **Constituent Concerns**

Two concerns were brought forward from the students by our student representative:

1. Microwaves in the cafeteria for student use are often dirty and need to be cleaned more often. Steve Taylor mentioned that there is a schedule for cleaning the microwaves and there should probably be more self-cleaning by students. Ideas to promote this included bold signage asking students to please clean spills and leave the microwave clean for others, and napkin dispensers next to the microwaves to make it easier for students to clean up after themselves.
2. Absence of sanitary product dispensers in women's restrooms. It was pointed out that these used to exist but were removed after several incidents of vandalism resulting in loss of money and products. Ideas to address the issue included having students use WEPA cards or even their ID instead of cash to get the products. Steve Taylor said he would reach out to central facilities and other campuses to explore why they were removed and how they can be reinstated.

### **Minutes**

Minutes for March were approved as prepared.

### **Provost's Report**

Dr. Kelley shared that the bright parking lot lights issue that was brought up as a concern from the neighborhood is being addressed. The pole lights will be removed. The lights will go off automatically at 11:00 pm. There will only be emergency lights after that time. The Assessment Center's move back to Campus Center was delayed because of bad weather. The Library elevator is being replaced. Access to the 3<sup>rd</sup> floor of the library will be made available on an as needed basis via the MT elevator on the 3<sup>rd</sup> floor (see addendum at end of minutes). Chair Taylor requested that clear signage be posted to help students and others needing the use of the elevator. Dr. Kelley will check who is responsible for posting signage. Dr. Kelley also shared that the gate pillar work at the entrances is going well; the road closures that had been effected were a surprise and not been expected. The student rep asked if students can park in faculty spaces after 5:00 pm. There was also discussion regarding the position of the parking garage gate arm – it obstructs the turn angle into the garage.

**Chair Report**

The College Council had presentations on compensation grade level changes, and Workday. Both of these are coming. Steve asked that Chairs and administrative staff should attend webinar or other presentations on these changes.

**On-Time Registration**

Marcella Karp presented on concerns and updates to On-Time registration process. Suggested changes include setting aside the first week for schedule changes only – no new registrations. It seems critical that students do not have adequate opportunity to change out of courses that may not suit them. This affects student success. There was also a call to package these issues and bring it to College Council for a resolution. Steve Taylor said he would see how that can be done.

The meeting adjourned at 3:35 pm.

Respectfully submitted by Usha Venkatesh

**Addendum**

The following information was provided to the Council by Library staff:

The Library elevator is being replaced. Work will continue through May and into June. Students with mobility issues should seek library staff assistance to access items on upper floors. Access to classrooms on the 2<sup>nd</sup> floor can be granted by using the stairs or calling security to escort students using MT elevators and then accessing the library through the tower. Access to the 3<sup>rd</sup> floor of the library is accessible using the stairs, however, elevator access is limited at this time. There is no easy way to grant students access to the 3<sup>rd</sup> floor without staff intervention because, the MT elevators do not open on the 3<sup>rd</sup> floor without staff calling them from the 3<sup>rd</sup> floor and escorting students into the public area. Please contact the project manager, Alan Yanaway x77361, with any concerns involving the elevator work. Please contact Christine Tracey x77252, the campus library manager, with student or library user concerns. Signage is provided by central facilities, if there is a need for clearer or more prominent signage, the library can produce and post where needed.