

MC GOVERNANCE

Montgomery College Staff Council Meeting #2 Minutes

Thursday, October 4, 2018

1:00 – 3:00 PM

CT 301

Attendees

Members Presents: Shakenna Adams-Gormley (Vice Chair), Gloria Brewer, Dana Daniels, Shane Doyle (Chair), Vickie Drake, Ali Fald, Stacey Gustavson, Linda Hankey, Erin Hudgins (Secretary), Sandra Marke, Sharmila Pradhan (Proxy for Angie Moy), Luis Santiago, Alexander Valencia-Reyes

Members Absent: Jamey Lawrence, Annett Mwalui

Liaison: Clevette Ridguard

Guests: Sharon Bland, Benita Rashaw

Call to Order

Chair Doyle called the meeting to order at 1:05pm. The meeting was recorded for internal use.

Constituent Concerns

There were no constituent concerns.

Approval of Agenda & Previous Minutes

The minutes will be tabled for approval next meeting. Chair Doyle amended the agenda to allot Ms. Drake 5 minutes before the Chair Report to give an update on the 1st 2025 Strategic Planning meeting, and the agenda is approved as amended.

Student Success Initiatives & Programs

Benita Rashaw gave a presentation on the following wellness programs are offered to help students college wide:

- Physical and Mental Health & Wellness
 - Free flu shots for students
 - Kickoff fair
- Health and Safety
 - VAWA awareness and prevention of sexual misconduct
 - Bystander Intervention training
- Mobile Markets to help Students and all other members of the College community with food insecurities

2025 Strategic Planning Committee Update

Ms. Drake attended the first 2025 Strategic Planning Committee meeting. During the meeting they discussed the focus groups that were conducted on:

- The future of Education
- The future of Montgomery College
- The future of Montgomery County

- The future of Partnerships

More focus group roundtables will be held and all staff are encouraged to attend. The next meeting will be on Thursday 10/11/18.

Equity & Inclusion Update

Sharon Bland gave a synopsis on the research collected from over 600 participants, from which Dr. Pollard and Ms. Bland worked on how to translate the information into an applicable program that will be implemented into the Montgomery College environment. Hence, the Equity & Inclusion Committee was created, and from that, 8 sub-committees with 50 members were forged. Ms. Bland highlighted the following:

- Imbalance of diversity of faculty and students.
- Adopt and disseminate civility norms (PACIE & SALT).
- Updating new student and employee onboarding, for more information check the new Equity & Inclusion website.
- Publish newsletters, and creating a communication plan for employees to address issues. A similar plan for students will be available soon.

Ms. Bland also shared the Civility Norms that were developed by the committees, which are intended to be a mind-set, not a punitive set of rules. Another survey will be conducted on October 29, 2018. Ms. Bland is requesting college wide participation. On April 30, 2019 Ms. Bland will host the first Equity Inclusion Summit. A second set of recommendations will be compiled and distributed in the May-June 2019 time frame.

Chair Report

Chair Doyle was unable to attend the College Council meeting and will provide a longer update at the next meeting. Chair Doyle indicated the need for liaisons from the Staff Council to the other Governance Councils, and indicated that those would be selected at the next meeting. If Council members have something to say pertaining to the last week's incident on Takoma Park campus and/or lock down procedures, please email Chair-Doyle any questions, comments, or concerns you may have. An update of the P&P relating to emergency communications will be accessible soon.

Update on Staff Member of the Year Award Eligibility

Chair Doyle has not received an answer on knowing if PT staff would be or could be eligible for nomination for the Staff Member of the Year Award. Chair Doyle suggest making this request a possible recommendation. Secretary Hudgins motioned to task a member of the council with formulating a draft recommendation to include the Part Time permanent staff with benefits in the Staff of the Year Award, and for that draft recommendation to be presented during the next meeting. Mr. Fadl seconded the motion, and the vote was unanimous.

Update on Parking Permit Stickers Constituent Concern

Concern about the current parking tags making a car easily identifiable outside of the college campus. Hang tags are removable and are cost effective (it cost \$75,000 in total to mail one tag to everyone). The Parking and Transportation Manager is currently researching moving to digital parking tags, and if the result is successful the move to digital will take place in a year or two. The council will close this concern.

Tracking Report Updates

Chair- Doyle and Vice Chair- Adams-Gromley displayed a slide showing 5 currently pending concerns being tracked as we speak. The new protocol that will during future meeting is:

- In the future, the tracking report will be visible during Staff Council meetings, during which the council will assign a member a tracked concern to resolve, and communicate the resolution to the constituent.

Vice Chair Adams-Gormley motioned to reopen constituent concern so council can input a new concern requesting for transparency pertaining to the health benefits offered Montgomery College, and Secretary Hudgins seconded this motion. Shortly after another motion was made by Secretary Hudgins to replace the verbiage transparency with inclusion of the union in the health benefits offered at Montgomery College. That motion was seconded by Vice Chair Adams-Gormley.

Goals

Here are a couple of goals Chair Doyle suggested to the council:

- Clarify what are the roles of part time permanent, temps, and full time staff, and are they equally being included in the Montgomery College community.
- To include the Civility handbook and Civility norms as the standard in the college handbook. Council goals will be voted on next meeting.

Adjournment & Next Meeting Agenda Items

- Guests Julie Weber and Denise Simmons-Graves will attend.
- Review of sick leave bank constituent concern
- Recommendation on Staff Member of the Year Award

The meeting adjourned at 2:58 PM.

Submitted by Erin Hudgins