
MONTGOMERY COLLEGE GOVERNANCE

Staff Council
October 3, 2019
CT S301
1:00pm-3:00pm

Attendees:

- Members Present: Shakenna Adams-Gormley (Chair), Brooke Crothers, Ramon De La Cruz (Vice Chair), Vickie Drake, Stacey Gustavson, Erin Hudgins (Secretary), Christine Hunt, Tilandra Rhyne, Carroll Rollman, Amanda Stroud, Monica Wong
- Proxies Present: Debbie Juneja for Jacquelyn Williams
- Members Excused: Amir Khademi, Javier Porras
- Invited Guests: Nadine Porter, Shaun Rostad, Sharon Bland

Call to Order

- The regular meeting was called to order at 1:10pm by Chair Shakenna Adams-Gormley.

Constituent Concerns:

- Phil D'Souza brought forward a constituent concern regarding how EAP forms are used for outside gym memberships. Having to complete the form every month is wasteful, having to have a supervisor approve the form is intrusive especially since this is for activities done outside of work, and in some cases if the supervisor sees what programs the employee is participating in this can be a violation of confidentiality.
- Erin Hudgins brought forward several constituent concerns:
 - The PE building on Rockville campus had the roof replaced over the summer and since employees have returned to occupancy, many of them have become sick or experienced breathing problems. Several groups asked for air quality tests but the results have not been shared. The constituent feels this is an example of important information not being shared in a time-sensitive manner.
 - 2 Factor Authentication is causing problems for many staff and faculty. Employees object to having to use their personal mobile devices and potentially having their data tracked, and it can be difficult to receive the signal if you are in an area with bad cell phone reception like many classrooms. Having to list the phone number for each classroom or office that an employee may work in is a problem if employees choose to use the phone call method.
 - A constituent has a concern about the College requiring ethics training and having a push to be more ethical, but seeing reported cases of employee theft or other misconduct going unaddressed. All policies and procedures (including internal department policies) should be reviewed to ensure that behavior and the discipline process is ethical.

(Constituent Concerns were suspended, then resumed to allow our first speaker to present due to our late start caused by technical difficulties)

- Shakenna Adams-Gormley shared a constituent concern that expands on the ongoing shuttle concerns. It has been noted that there are fewer trips between the Germantown Campus and the Rockville Campus, and that the GT-RV shuttle stops before the other ones.

- Ramon De La Cruz shared a constituent concern about the communication of leadership and committee opportunities within the College, specifically related to making sure that employees know how committees and governance are comprised. Some employees do not know which committees or councils are appointed (versus being elected), other employees do not know what committees or councils exist.
- Carroll Rollman let the Council know that she had received a constituent concern that she sent to the Faculty Council regarding Faculty not using or updating their calendars for meetings and office availability.

Food Services RFP – Nadine Porter, Associate Senior Vice President Administrative and Fiscal Services; Shaun Rostad, Porter Khouw Consulting, Inc.

Ms. Porter introduced Mr. Rostad, who gave an overview of Porter Khouw Consulting, Inc. which is the company that is assisting with the Food Services RFP process. Mr. Rostad asked for feedback on several aspects of on campus dining. Some themes that emerged included the need to expand hours, the need to have selections for individuals with dietary restrictions, the need to have consistency in the offerings at each campus, the need for better value, and the need to have ethnic cuisine that appeals to the demographics of our population. An email survey will be sent out to the College community, and anyone who has additional feedback can send it to Ms. Porter.

Chair’s Report:

The College Council provided copies of the MC Annual Report to each member of the Staff Council. MC Copies has been shut down but John Lauer is still with MC, working in the Office of Communications. Mr. Lauer is available to help employees find solutions for printing job needs. MC has been investigating a system that scans license plates in the parking lot instead of requiring parking permits – this might help alleviate a concern from last year. The College Council reminds all Council members that we need to keep getting the word out about Governance. Finally, one of our representatives from Takoma Park campus has stepped down, and we will need to find a replacement.

Equity & Inclusion Roadmap Update – Sharon Bland, Chief Equity and Inclusion Officer

Ms. Bland came to speak to the Staff Council for her annual update. Last year her office focused on civility and civility norms. Equity and inclusion concepts were worked into the MC 2025 plan. Ms. Bland shared that PACEI is ending this December and PACEI 2.0 will launch in 2020. She would like for the Staff Council to identify some staff members who would like to participate in the new version of PACEI. She also requested that the Staff Council appoint a member to the Equity Awards committee. Ms. Bland shared upcoming special events for Equity and Inclusion, including the Equity Dialogues, the 2020 Equity Summit on April 1, 2020, and the soon to be established One MC One Book club.

Unfinished Business:

- Tracking Report Updates: The new constituent concerns were assigned to Council members for research, and the additional shuttle concerns were added to the existing shuttle concern.
- The council developed two Goals for this Governance Year:
 - Our student-focused goal will be to partner with the Student Council to continue improvements to the shuttle program.

- Our second goal will be to build awareness of the Staff Council. Two main ideas suggested were to host Staff Council Meet & Greets and to create a video that has information about Staff Council and Governance.

New Business:

- Ramon De La Cruz updated the Council on research into the concern about Facilities employees being made to use EAP funds for state-required training. Facilities and Public Safety will ask employees that are not using EAP for credit classes to use their EAP for required training, and those employees that are using EAP for credit classes will have their training paid for with department funds. This led to further discussion about the equity of having EAP funds being used for training that other employees outside of those units would not be able to use for their credit classes. There was also discussion about whether some Facilities and Public Safety staff are non-bargaining, which is a smaller pool of money than the bargaining EAP pool.
- Amanda Stroud updated the Council on research into the concern about employees being cited for improperly displaying their permits when they turn them around to hide the MC logo. Mark Pace stated that the permit must face front when parking on campus and those who wish to turn around or take down their permits when off campus must make sure to have them clearly displayed when they park on campus.
- Amanda Stroud updated the Council on research into the original shuttle concerns. The response was that the shuttle is intended for student usage and employee usage is not the primary focus. The shuttle is funded using student transportation fees and currently operates at a deficit, pulling from the transportation reserve account. The shuttle can't be run during times of low enrollment such as Winter and Summer because it would pull even more money from the reserve account. We will refer this to the Student Council.

Approval of Minutes *(occurred out of agenda order due to technical difficulties at the beginning of the meeting)*

The minutes for the September 19, 2019 meeting were approved as prepared.

Board of Trustees Constituent Dinner Debrief

The Council members who were able to attend the dinner gave an overview of the discussion that was had. Overall, it was a great experience and one that we hope will continue.

Announcements and Agenda Items for Next Meeting:

- The Staff Enrichment Day committee will have a report for us at our next meeting.

Meeting Adjourned at 2:56pm.

Respectfully submitted by
Erin Hudgins, Staff Council Secretary