
MONTGOMERY COLLEGE GOVERNANCE

Staff Council

April 1, 2021

Via Zoom

1:00pm-3:00pm

Attendees:

- **Members Present:** Shakenna Adams-Gormley, Ramon De La Cruz, Chris Standing, Dewayne Henry, Amanda Stroud, Surayya Johnson, Beth Reilly, Matt Wilson
- **Members Excused w/Proxy:** Carroll Rollman- Proxy /Amanda Stroud, Burcu Crother-Proxy Nancy Han
- **Members Excused:** Kristina Schramm, Tilandra Rhyne, Daphne Alfelor
- **Member Absent:** Alton Henly

Call to Order

- The regular meeting was called to order at 1:00 pm by Chair Shakenna Adams-Gormley.

Constituent Concerns

- No constituent concerns

Roll call

- A roll call was taken as noted above with members present, and those who assigned a proxy.

Meeting Minutes

- There were two sets of meeting minutes based on two separate individuals taking notes. The minutes for the March 25, 2021 meeting was approved as written. Shakenna Adams-Gormley noted that the meeting minutes for March 4, 2021 have not been written yet. When the staff council secretary returns to work these will be written.

Constituent Tracking Report – Ramon De La Cruz

- A motion was made to change the agenda around. So, this will be discussed at the next meeting.

Advancement and Community Engagement Updates

- David Sears provided updates.
- Collaborate across all divisions, and focus on doing the common good.
- Align with strategic plan, and it's first goal -- to empower students to start smart and succeed.
- Presidential scholars' program will be launching this fall. Goal to increase graduation rates of men of color. Provide additional support programs to help these students.
- Heavily involved in enrollment. Calls were made to students to encourage enrollment.
- Piloting a Customer Relations Management tool to assist students.
- Fundraising at \$3.5 million. On track to raise \$5 million, which is incredible since there is a

pandemic.

- Trying to manage 5, 6, and 7-week long courses for the summer.
- HEERF II grants has an MC website, student assistance applications are over 1,000.
- Macklin Business Institute Lab is nearing completion.
- Ongoing training for professors to teach in a remote environment.
- PIC MC working with developer on 9710 project located at the Germantown Campus. Anticipate Biotech companies to build the new building. Also, looking for a tenant for additional 12 acres of land at Germantown Campus.
- Received donation for credit and noncredit students who are pursuing a healthcare profession.
- Launching equity hubs next week. Virtual learning for MCPS students without internet access. Run about April 5 to June 16. Important to support the community.
- Mass Vaccination site at Germantown Campus.
- US Asia Links donated 6,000 masks to College last week.
- Build out new partnership's with MD Black Chamber Commerce, Maryland Mentors as part of Presidential Scholars'.
- Reach out to Small Business Association to be mentors to students.
- Investing in employees by building a skill set for employees with remote work applications.
- 11 conversations within division regarding social justice, and systemic racism. Within those conversations 26 recommendations were made to PACEI, which are not currently considered in the roadmap.
- Weekly meetings with staff to keep them connected during remote work.
- Balance of promoting people with internal recruitments, then consider external searches. Creating a balance is important.
- Foundation awarded \$2.6 million in scholarships.
- Quantitative analysis will be conducted between receiving scholarships, and graduation rates.
- Determine role with Dr. Cain regarding the campus expansion.
- Focus on staying safe, and helping the underserved.
- Madison Oswald is a student who has been a victim of domestic violence, and previously homeless. She says MC changed her life, and she's never seen the support that MC provides. Through professional help, and going to MC. Madison is graduating in the spring after completing her AA in 9 months.
- Shakenna Adams-Gormley asked if there were services available to employees who are experiencing food insecurity. David Sears recommended contacting HRSTM first, and then contact the Foundation, which has been able to help people in dire situations on a case by case basis. Recommended to contact Joyce Mathews, and Donna Pina for assistance, and they will keep it confidential.
- Discussed HEERF II funding, and that the application needs to be submitted to be considered for the funding.

Old/New Business

- Shakenna Adams-Gormley provided information on the tasks involved with each staff council office position. Governance elections are underway, and decisions will need to be made regarding filling the staff council officers' positions.
- Discussion regarding have backups for the secretary in the future.
- Chair is responsible for setting up meetings, meeting with vice chair, for setting the agenda.
- Tracking report is important, because a final report is completed at the end of the year.

Goals are identified, including a student centric goal, and need to make sure goal is attainable, and achievable in this year.

- Chairs required to attend some BOT meetings. Important to get an idea of the things they discuss. Way to research agenda topics. Provided pre-questions for the mandatory meetings to generate conversations.
- As chair, you are a part of the college council as a whole. If you can't attend your vice chair would attend as a proxy.
- Staff enrichment committee falls under staff council. Make sure you provide support to this committee. The chair signs certificates for everyone who attends staff enrichment day. The BB award is awarded at staff enrichment day.
- As chair, you are required to attend Dr. Rai's senior vice president academic affairs meetings. These meeting occurs twice a month on Wednesday afternoons. These are very informative meetings.
- Vice chair supports the chair by being a proxy when the chair can't attend meetings. Also, the vice chair prepares the tracking report. Duties are lighter than chair.
- Secretary generates agendas, meeting minutes, and invites to speakers. A boilerplate letter is provided in Blackboard. Meetings recorded and minutes prepared. Once minutes prepared recording deleted.
- There may be additional meetings as needed.
- The May 6 staff council meeting will determine when officers are elected.
- Chris Standing mentioned Dwayne Henry put together a STEM group that was fun, and learned about brewing beer, and a lot of very interesting topics. Dwayne should be included in the next staff enrichment day committee.
- Amanda Stroud is a member of the employee engagement group, and provided an update. The employee engagement survey had a 52 percent completion rate. Modern Think is going to present survey results. Then the group will review data, and work on recommendations in early May.

Chair's Report – Shakenna Adams-Gormley

- No P&P's out for review, but wanted to remind everyone that next week is equity week, and make sure to sign up for the events.
- Reminder for Popcorn with Pollard. Students are invited to participate in one of the Popcorn with Dr. Pollard events scheduled for April 23, 11 a.m.-12 p.m., or May 5, 3-4 p.m. These events are excellent opportunities for students to share their MC experience with President Pollard and connect with fellow students.
- Reminder regarding A PANEL PRESENTATION Celebrating 2021 Arab American Heritage Month at Montgomery College. It's today, April 1, 2021, 4:30-6 p.m. EDT.
- Staff enrichment day reminder, it will be on Tuesday March 15, 2022. There will be two days off for spring break, the Thursday, and Friday of this week. It will be at the Takoma Park/Silver Spring Campus. The following year it will be Rockville, and the next year after will be Germantown. The staff enrichment day committee chair generally chooses their vice chair to make sure it's someone you can work with, and be productive. Good working relationship is important.

Announcements and Agenda Items for Next Meeting

- Not sure if Daphne will be able to help with meeting minutes. Will need help for meeting

help. Beth volunteered to help for the April 15 meeting.

- The next meeting is April 15.
- Ramon De La Cruz will provide update on the constituent tracking report at the next Staff Council meeting.
- Governance video – April 9 is the due date to have recorded scripts videoed, and sent to Ramon De La Cruz to edit. You can record one part of the video, or you can record yourself recording the whole script. Record the paragraphs separately so easier to edit. Make it conversational.
- At next meeting determine if there are any members who would like to run for staff council board. But we need to consider that there may be newly elected members who are interested in running as well.

Adjourned at 2:08 p.m.

Respectfully submitted by
Kristina Schramm, Staff Council Member