

MC GOVERNANCE

Staff Council

Thursday, October 6, 2022

Meeting 3

1:00-3:00 PM, via Zoom

MINUTES

Members Present: Beth Reilly (Chair), Matt Wilson (Vice Chair), Nghi Nguyen (Secretary), Lisa Dobbins, Javon Inman, Miho Shimizu, Ramon De La Cruz, Dwayne Henry, Betsy Leonard, Carla Ammerman, and Daphne Alfelor

Guest(s): --

Absent: Joyce Matthews (Proxy: Craig Eozzo), Bo Chan (Proxy: Chris Standing), Surayya Johnson (Proxy: Christine Moya Crawford), Leslie Casey (Proxy: Kenisha Nowlin), and Jim Oliver (Proxy: Paul Jenkins)

Call to Order

- The regular meeting was called to order at 1:02 pm by Chair Beth Reilly.

Constituent Concerns

- Nghi Nguyen brought up a concern regarding elevator in MK building. I got stuck in the elevator on Tuesday, October 4. Issue one: I tried pushing the help and alarm buttons, nothing worked. Second issue: once the elevator is stuck, there is an alarm sound that goes off. It's deafening. It was more annoying than being stuck in the elevator. Is it possible to lower the volume, and also have someone check on the elevators to make sure the buttons function properly?
- Nghi Nguyen brought up another concern regarding Public Safety jumpstarting a dead battery. My car battery died and I called Public Safety to get help with jumpstarting my car. I was told by the person over the phone that the College Public Safety doesn't do it. The second security who was outside the building came and asked me if I was okay. I asked him to help jumpstart my car. He also told me they weren't allowed to do it, but he would go grab the jumpstart box to help. The question is, why is Public Safety not allowed to help an employee or student if they need help with a minor battery jumpstart?
- Carla Ammerman brought up a concern regarding covid testing policy. Current policy requires employee to present PCR test to go back to work. There is a privacy concern for employees to present doctor's testing or covid testing to the College. Is it possible to just present the at-home test instead of PCR test?

Meeting Minutes

- Wording update under Covid Protocols bullet.
- The minutes for the September 22, 2022, meeting were approved as written. Motioned by Ramon De La Cruz. Seconded by Lisa Dobbins.

Unfinished Business

- Compensations Concern
 - Moved to administrative level
 - Being monitored
- Employee Retention
 - Reached out to HRSTM
 - Current employee rewards include Staff of the Year, Part-Time and Full-Time Faculty of the Year
 - Confirmation of salary schedule sent by Krista Walker on July 2022, salary increase
 - What data do we capture after employees leave the College?
 - HRSTM does Exit Interviews with all employees who leave the College
 - Based on FY21 data, different reasons for leaving that include: retirement, lack of advancement, career change, don't feel appreciated, and disagree with management practices.
 - FY22 data for Exit Interviews will be available soon
 - 70% due to retirement
 - Javon is following up regarding Search Protocol Committee
 - Reached out to Shakenna Adams
 - Still pending
 - Shakenna will reach out to HRSTM and PACEI for more information

Goals

- Goal
 - Increase Awareness and Participation for Staff Council
 - Suggested activities: Newsletter, Signage, Campus Events (Pep Rally, Campus Council Day), Bring A Friend to Staff Council, and Campus Coffee.
 - Newsletter/Digest
 - Include constituent concerns
 - Include Staff Council flyer
 - Make newsletter stands out from the other College's newsletter
 - Ramon De La Cruz motioned to include newsletter as part of our goal. Matt Wilson seconded. Motioned passed with 12 Yeses. Two abstained.
 - Campus Events
 - Do it along with other events happening or separately?
 - What campus events do we want to hold?

- Suggest events: Council Day, table at Staff Enrichment Day (March 2023), meeting after Opening Meeting (Fall/Spring) along with the Union meeting for staff (Beth will check).
- Digital Signage
 - Carla Ammerman motioned to have digital signage for Staff Council. Javon Inman seconded. Motioned was passed with 13 Yeses. One opposed.

New Business

- Elevator Concern
 - Paul Jenkins (Jim Oliver) can check on the buttons issues
 - The alarm sound might not be fixable
 - Contact for work order for elevator to be checked with Public Safety
- Car Battery Pack
 - College's policy does not allow to jumpstart car because of liability
 - Pass to College Council to recommend having Public Safety employees be trained to use the battery pack to jumpstart car
 - Include WDCE locations
 - Beth will work with Nghi
- Covid Testing Policy
 - Beth will pass this concern to College Council

Chair's Report

- College's Council's Theme: Helping to create instructional transitions and transformations for student success.
- College Council Meeting - September 27
 - Theme discussed
 - Covid discussions
 - President Transition Advisory Committee information
 - Data: Understanding Student Success (Nadine Porter & John Hamman)
 - Goals for College Council
- Academic Affairs Advisory Council - Tuesday, October 4
 - AA Division Goals
 - Transitions in Leadership (Provosts hiring for WDCE, Rockville Campus, and Germantown)
 - WDCE Realignment
 - Teacher shortages/MCPS (Grant)
 - Faculty Council Update (Goals)
 - Staff Council Update
 - Deans and Chairs Update
- Staff Required Training
 - See [HRSTM website](#) for all requirements
 - Also available on Workday
- Important Memos

- Transforming Student Support Services (10/4/22)
 - Hiring consulting firm
- Parking Permits (10/3/22)
 - Public Safety won't enforce parking permit
 - Process is now under Facilities
 - Contracting company or temp employees could be hired to enforce parking permit
- Presidential Inauguration Ceremony and Activities
 - Takoma Park/Silver Spring Campus – Tuesday, 10/11
 - Germantown Campus – Wednesday, 10/12
 - Rockville Campus - Thursday, 10/13
 - Special Events for invited guests
 - Donor Dedication - Sunday, 10/16; Board of Trustees Event - Monday, 10/17; and Donor Lunch and Rehearsal - Tuesday, 10/18
- First Fridays with Office of Equity and Inclusion
 - Friday, 10/7, via Zoom
- Presidential Scholars Program
 - Looking for mentors
- Hispanic Heritage Month
 - Events happening on all three campuses
 - Visit Hispanic Heritage Month website for events information
- World Mental Health Day
 - October 10
 - Provided in HRSTM Newsletter: Employee Matters
- SHaW Center Events
 - Many events for students and employees
 - Check email that came out 10/5
 - Mobile Markets need volunteers
- Virtual Transfer Fair
 - Thursday, 10/13 and Friday, 10/14
 - Open to all MD community college students
- MC Votes
 - 10/12
 - Post cards writing
- MC Forward Podcast
 - Dwayne Henry
 - Inside MC article this week for link

Announcements/Future Meeting Agenda Items

- Nadine Porter is guest speaker for next Staff Council meeting. Present on Data Management.
- Tilandra Rhyne is guest speaker for November meeting. Update on Staff Enrichment Day.

Adjourned at 2:53 PM

- Motioned by Lisa Dobbins. Seconded by Ramon De La Cruz. Unanimously approved.

NEXT COUNCIL MEETINGS

Thursday, October 20, 1:00-3:00 PM

Thursday, November 3, 1:00-3:00 PM

Thursday, November 17, 1:00-3:00 PM

Submitted by

Nghi Nguyen, Staff Council Secretary