

MC GOVERNANCE

Staff Council

Thursday, May 2, 2024
Meeting 14
1:00-3:00 PM, via Zoom

MINUTES

Members Present: Nghi Nguyen (Chair), Miho Shimizu (Secretary), Daphne Alfelor, Javon Inman, Nicole Given, Stephanie Krasnoff, Angie Moy, Thanh King, Adaora Nwiqwe, Betsy Leonard, Dwayne Henry, Katie Nguyen, Rebecca Razavi, and Val Melgosa

Liaison: Dr. Michelle Campbell (Proxy: Amy Ballard)

Guest(s): Nancy Newton, Yvonne Hu-Cotto, Maria Martinez, Nelida Andres, and Geraldine Papillero, Anna Hamilton, Debbie Van Camp, Sophia Mason, and Elizabeth Schlackman

Absent: Surayya Johnson

Call to Order

- The regular meeting was called to order at 1:01 pm by Chair Nghi Nguyen.

Constituent Concerns

- Currently, some students and employees situated off-campus may possess library books they wish to return. However, the only option available is to physically visit one of the three campuses to return the books. Is it feasible to establish drop-off locations for returning library books? The individual was informed that utilizing intercampus mail for returning books is not permitted

Meeting Minutes

- The April 18th minutes are approved as written.

New Business

- MC Library Books Return at Offsite Locations
 - Intercampus mail seems to not be allowed for returning books
 - Nghi will contact Suzette Spencer, Director of Library and Information Services

Unfinished Business

- Chris Standing has been updated on his two concerns regarding the MC Shuttle Bus and CT Charging Stations

Anna Hamilton, Vice President of Information Technology and Chief Information Officer, MyMC Portal Updates

- Updated screen once employees/students log into MyMC
- May-June (information session)
- June-August (go-live email)
- Late August-Fall semester (employee/student information sessions; council meetings)
- Formation of the MyMC Content Strategy Committee (different units, employees, students, etc.)

Elizabeth Schlackman, MC Libraries, Information Literacy Week Initiative

- September 23-27
- Promote information literacy
- Student workshops, Library Open House, workshops on Informational Literacy for employees
- Prizes and giveaways for students
- What activities should we offer for Information Literacy week?

Dr. Debbie Van Camp & Ms. Sophia Mason, Flexible Work Policy Updates

- Policies Approved at April BOT Meeting
 - Review Project
 - 41001, 41002, 45003, 58001, 58003
 - Procedures Approved by President
 - 41001 Admission to Montgomery College
 - 32500 Flexible Work Arrangements
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 - Cleaned up some definitions
 - Clarified eligibility
 - Specified role of SVP to set service and operational standards of their unit
 - Limited voluntary regular telework to up to two days a week
 - Clarified impact of closing of the college
 - Clarified the application, approval, and submission process
 - Technology guidelines

Chair's Report

- SHaW Center Events: [Mobile Market](#)
- Civic Engagement Opportunity: Election Day Judge/Worker and Support, and Time Off (Leave) Approval Process (Memo on March 21, 3:52 p.m.)
- [Policy Updates](#)
- [Safe Zone Trainings](#)

- [LGBTQ+ Student Experiences at Montgomery College Survey](#)
- Asian American and Native American Pacific Islander Heritage Month (AANAPIHM) [Kick-off Festival](#)
- [Coding Camps](#): 2024 Summer Camp Registration Is Open
- SMLP Is Now Accepting [Applications for the 24-25 Academic Year](#)
- 2024 Commencement Volunteers
- [Collaborate Ultra](#) - Discontinued July 1, 2024
- Join the Team: Staff Enrichment Day Planning Committee!
- Additional Holidays: Friday, July 5 (in addition to Thursday, July 4) will be a College holiday. | In addition, we are also extending the winter break to two weeks (December 23, 2024, to January 3, 2025).

Announcement

- Asian Pacific Month events continue for May

Adjourned at 2:24 PM

- Motioned by Stephanie. Betsy Seconded. Unanimously approved.

NEXT COUNCIL MEETINGS

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Submitted by
Miho Shimizu, Staff Council Secretary