
MC GOVERNANCE

Takoma Park/Silver Spring Campus Council

December 11, 2018
10:00 a.m. - 12:00 p.m.
CF 143

Attendees

- Members present: Alice Boatman, Shelly Caldwell-Bennett, Jenny Hatleberg, Diego Hernandez, Dianna Matthews, Maria Moreno Uribe, Elise McPherson, Raven Salaam, Tracey Smith-Bryant, Ethan Sribnick, Laurie Williams
- Members absent: Kimberly Herrera
- Guests: Nell Feldman, John Quah, Annie Shane, Russ Sharpe, Brad Stewart

Call to Order: Chair Tracey Smith Bryant called meeting to order at 10:02 a.m.

Approval of Agenda: Agenda approved as written

Approval of Minutes: Minutes from November 27, 2018 meeting approved as written

Constituent Concerns: No new constituent concerns were raised

Provost's Report

- Dr. Stewart expressed thanks to all for the hard work this semester. He understands and appreciates how much time and effort goes into helping students to be successful.
- This fall's focus has been on "first time new students" (approximately 4,000). Only 46% are currently registered for the Spring semester. Please encourage students to register for Spring classes before leaving for Winter break.
- Montgomery County's new Executive, Marc Elrich, was recently sworn in. The College has been asked to institute a "savings plan" for \$4 million of the current year's budget.
- The Institute for Race, Justice, and Civic Engagement has been formally recognized by the Board of Trustees.
- The Radiologic Technology suite has been named for recently retired Dean Angie Pickwick.
- Polysomnography A.S. degree and Homeland Security Certificate have been approved by the Board of Trustees.
- The College's plans for the Leggett Math & Science building have been presented to the City of Takoma Park Council, and have received support. The Mandatory Referral submission will be sent to the Maryland Parks & Planning department for review. Capital Budget approval is pending for the next fiscal year; if approved, offices and classrooms in

Science South and Falcon Hall will be moved to other campus locations. Science North labs will not be affected. Demolition will begin in Summer 2019; construction will begin in Fall 2019. Constituent question regarding how the campus will absorb offices lost to construction: There is space available in P4.

- Reminder to turn off space heaters and other equipment when leaving for the break.

Office of Information Technology

- Nell Feldman (IT Security Manager) and Annie Shane (Cyber Defense Analyst) presented about two-factor authentication for Office 365 and MyMC. Two-factor authentication uses a second device (a smartphone or landline) to verify the account upon login to protect against credential theft. Currently, Office 365 two-factor authentication is voluntary; it will be expanded to MyMC in the spring and will become mandatory in fall 2019. There are alternate verification options if a cell phone or registered landline is not available. Training information and the link to enroll is available at <http://mcblogs.montgomerycollege.edu/itprojects/2FA>. OIT can come to departments and units to support enrollment. See appendix for handout.
- Phishing is an ongoing problem, and OIT actively analyzes suspicious emails. If employees are not sure about an email, please report it to OIT using the “Report phishing” button in Outlook. If the email is legitimate, OIT will return it to the employee.

Office of Public Safety

- Russ Sharpe (Public Safety Manager) responded to questions from the Council:
 - Review of Public Safety forums, which arose due to incidents at all three campuses this fall. Students were very engaged at the Takoma Park/Silver Spring forum especially.
 - In emergency situations, Public Safety becomes the lead agency on campus and provides support to law enforcement and other first responders.
 - Public Safety officers will receive upgraded equipment, including radios that can communicate with outside responders, reflective vests, and body armor.
 - Campus Response Teams, which ask College volunteers to provide support to Public Safety during emergency situations, used to be active on all campuses. Public Safety is considering reviving them.
 - LED signs on campus will be upgraded to work through the same system as MC Alert. If signs are not working properly, submit work orders to Public Safety.
 - Security Cameras are being reviewed. There are plans to put cameras in the East Garage.
 - Response to prior constituent concern: Emergency phones (“blue phones”) have been repaired, except for one. Public Safety is aware of the repair need.
 - Lighting will be upgraded in the Cafritz courtyard, possibly in the spring.

Chair’s Report

- Takoma Park/Silver Spring Campus Council Goals have been approved by the College Council.

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- College Council is looking to form a committee to manage Governance elections and hold an Open House. The Governance office will provide support.
 - Clarification regarding prior constituent concern: College Council discussed the history of staff days off during Spring Break; previously staff had no Spring Break and time off was given as unpaid leave. This year, there is one day of paid leave for staff.
 - Clarification regarding communication with students: Montgomery College email is the official means of communication with students. If faculty want to use other options (e.g. Remind, GroupMe), they need to have students agree to use in writing.

Announcements

- Ethan Sribnick will not be serving on the Takoma Park/Silver Spring Campus Council after this meeting. He has not yet found a Part-Time Faculty member as replacement. The Chair will follow up with the Part-Time Faculty Institute.

Next Meeting: January 22, 2019

Meeting adjourned at 12:00 p.m.

Respectfully submitted by Jennifer Hatleberg, Takoma Park/Silver Spring Campus Council Secretary



Montgomery College IT Security Two-Factor Authentication (2FA)

2FA



Connect. Protect.

Decrease account compromise and identity theft by adding a second level of verification:

1st FACTOR



Something you know
Your password

2nd FACTOR



Something you have
Your mobile phone, tablet, or landline phone

Did you know?

- Compromising one account, compromises all accounts!
- MyMC and Office 365 have the same password!

Enroll in 2FA

Protect your identity:
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