

**Montgomery College**  
**TPSS Campus Council Meeting Minutes**

Monday, September 14, 2020

1:30 – 3:30 PM

Zoom Meeting

**Attendees**

*Present:* Kimberly Jones, Alice Boatman, David Darnall, Fenet Shertaga, Dianna Matthews, Miriam Simon, Jonathan Colson, Rache Alaran, Alex Moyer, Eniola Olowofoyeku, Jeff Chuang, Hender Galeas

*Absent:* n/a

*Guests:* Ali Fadl, Dwayne Henry

*Liaison:* Brad Steward

**Call to Order**

The meeting was called to order at 1:30pm by the chair.

**Approval of Agenda/Minutes**

The agenda and minutes were approved as written. The meeting was recorded for internal use only.

**Constituent concerns/comments**

- A council member brought forth a concern from Student Senate regarding some professors making it mandatory to turn on the camera during Zoom. There was also a concern about professors not allotting enough time for quizzes.
  - Dr. Steward expressed that there have been a lot of discussions about turning the video on during Zoom.
    - Will bring up both issues during next meeting with Academic Affairs
- Concern about the perception of the TPSS campus
  - What are ways to foster changes?
  - Stereotypes about the campus has been around for a long time
    - A lot of people are misinformed
    - Will continue to work on making changes

**Provost's Report**

The provost provided the following information:

- Fewer students return for fall semester than expected
  - Important to retain students
- Reach out to students and provide as much support as possible
  - Share information about student emergency assistance
- Question – Some students are having issues reaching out to Financial Aid.
  - Have student email Dr. Steward regarding financial aid concerns and he will reach out someone in Financial Aid

- Can also contact Student Affairs
- A council member suggested that it would be helpful to have a common language to put in the syllabus about having camera on during Zoom.
  - Will discuss with Academic Affairs Leadership Team

### **Facilities – Ali Fadl**

- Facilities stayed on the campus to ensure that all equipment are operating properly.
  - Started with a crew over the summer and increased over time
- Need to develop a plan for returning to campus
  - Work hand-in-hand with state and county officials, as well as College senior management, to get all the updates
- Adjust and respond to supply chain restrictions
- Installation of UV light air purification system
- Established communication tree – protocol in case of exposure
- Trainings
  - Importance of using PPE
    - Different levels depending on task at hand
    - Proper way of wearing PPE
  - Proper cleaning method
  - Safety procedures
  - Case reporting
  - External vendors and suppliers also offered training courses
- Self-assessment
- Increased air flow – recirculating fresh air
- Installed better filter in some of the newer buildings
- Encourage social distancing
  - Deactivated some of the toilets and sinks
  - Deactivated all drinking fountains
  - Staggered schedule for facilities staff
  - Spread out work locations
- COVID signage
- Cleaning and hygiene
  - Installed more hand sanitizers and disinfecting wipes canisters
  - Between classes sanitizing
  - End of the day cleaning – staff equipped with special backpacks that have disinfecting solutions in a canister
  - Restroom pressure washer
- If there are any questions or concerns, please contact facilities.

### **Goals**

- Previously mentioned items
  - Ensuring buildings are safe and make people feel more comfortable returning to campus
  - Continue to turn around the perspective of TPSS campus

- Faculty interested in having more input in decision-making about academic classes in the spring semester
- MC Foundation – ensuring that students are receiving technology needs in a timely manner and making sure that they know about the support system offered
- A council member expressed that the council should continue to work on the on-going goal of changing the image of the campus.
  - Work with MCTV to create a video to introduce the new buildings on campus and highlights about the campus
  - Slogan or t-shirts about TPSS proud
  - Social media campaign
  - Academic classes
  - Collaboration with Equity and Inclusion
  - Work with other campus councils to examine the stereotypes of each campus and build positivity
  - Suggested to invite MC recruiter to meeting

#### **Chair's Update**

The chair provided the following information and updates:

- P&P modifications out for feedback
- Zoom and OneDrive training offered by IT
- SHaW Center
  - Considering to invite Benita Rashaw to next meeting in October
  - A lot of resources available to students

#### **Announcements**

- On September 27, Zoom will require waiting rooms and password for meetings.

#### **Agenda items for the next meeting**

- Will contact recruiters and Dr. Rashaw to see if they can come to next meeting

#### **Adjourned**

The meeting was adjourned at 3:30pm.