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## MONTGOMERY COLLEGE GOVERNANCE

TPSS Campus Council Meeting Minutes  
Monday, October 11, 2021  
Zoom  
1:30PM – 3:30PM

### Attendees

**Members Present:** Marian Graham, Jona Colson, Jeri Gresham, Charmaine Weston, Richelle Charles, Khanh Vuong, Jeff Chuang, Diana M. Benson, Fenet Degemu Shertaga, Alice Boatman, Chinyere Emmanuella Akaigwe  
(Other Attendees: Yvette Taylor)

**Proxies:** Roxanne Doye

**Members Absent:** Sonja M. Jackson

**Invited Guests:** Colleen Dolak, Annual Fund Manager; Office of Development/MC Foundation

**Liaison:** Dr. Brad Stewart

### Call to Order

The regular meeting called to order at 1:33pm by Chair, Alice Boatman

### Constituents Concerns

- Marian Graham brought concern from Faculty Department meeting regarding students and shuttle service; students leave classes late and do not feel safe going to bus stop or parking lot; Recommendation is to have the campus shuttle run longer until 9:30pm or 10:30pm.
  - (Invite Mike Pace from Parking and Transportation and Carlo Sanchez from the Office of Public Safety)
  - Possible solution - Contact Office of Public Safety for an escort to bus stop or parking garage 15 – 20 minutes before departing class or office, so the escort can arrive on time.
- Fenet Degemu Shertaga brought two concerns from Student Senate – Students' concern is issue of program of study not stated on degree; Students are concerned about privacy and protector examining for assessment; Is there another method of examining?
  - Issue of program of study not stated on degree - Alice Boatman will investigate this further. (Brad Stewart suggested that TPSS Campus Council may want to invite Ernest Cartledge, Director of Enrollment Services and College Registrar, who may better address student concerns.)
  - Privacy concerns and protector examining maybe directed to the Faculty Council.

### Approval of Agenda/Minutes

Alice Boatman moved to approve agenda. Agenda approved as written. Corrected/amended minutes, (*correction to name spelling, Shertaga*). Alice Boatman requested motion to correct minutes. Marian Graham moved to approve minutes as corrected. Jona Colson seconded. Minutes approved as corrected/amended.

### Provost's Report

- President's Report included information regarding masks and booster
  - If students are going to only have online classes, do they need to have to be vaccinated? If they are only going to have online classes and never have to come on campus, then they would not need to be vaccinated. If they have to come to campus for anything, they will need to be vaccinated.
- Roof work - West campus roof work is being done. Estimate completion, by the end of the semester.
- Alternate work schedules/agreement will be address before we come back to work on November 8<sup>th</sup>. Keep eye out for Dr. Dukes message regarding alternate work agreements.
  - Would this type of agreement be related to student assistants? The memo that will be coming out, will not be address student assistants. You would need to speak directly to your supervisor. (*If one works at MC in any capacity, one will have to abide by the employee rules of being vaccinated*).
  - James Walters, Emeritus Faculty
    - Visitation/showing at Gawler Funeral Home located at 5130 Wisconsin Ave. NW. Washington, DC today, 10/11/21 from 5pm – 8pm.
    - Funeral held at the Shrine of the Most Blessed Sacrament located at 3630 Quesada Ave, NW. Washington, DC on 10/12/21 at 11am.

### **Office of Development / MC Foundation Office**

Colleen Dolak, Annual Fund Manager shared information about the Office of Development / MC Foundation; shared overview of information of services offered by [Foundation Office](#):

- MC Foundation is a 5013C which provides critical financial, serves as funder and ambassador
- Students' Needs: Student need is tuition
- Employee Giving: Employees can give through payroll deduction
- To set up payroll deduction use the *Payroll Deduction Form*; Contact Colleen Dolak if you have further questions at [colleen.dolak@montgomerycollege.edu](mailto:colleen.dolak@montgomerycollege.edu)
  - How do we ensure students have the support they need? Go to Institutional Grants and Scholarship page
  - Please note: International Students are not eligible to receive financial aid.

### **Chair's Updates**

- Ka'Leef Morse resigned from his role as the PTF representative. Recruitment has started to fill PTF seat.
- Deans of Student Affairs have emergency assistance funds for technology and books; Must have been impacted by the pandemic; Voucher is only for the MC Bookstore; Refer TPSS students to Alice Boatman
- Opening/seat on the Communications & Elections committee; Notify Alice Boatmen of interest by 10/15/21; The first meeting is 10/22/21; Seat is a monthly obligation
- Enrollment stats as of October 6: down 25% over the last 4 years; down 15% this year
- October 11<sup>th</sup> is National Coming Out Day; Fill out optional needs assessment: <https://survey.alchemer.com/s3/6564004/LGBTQIA-Needs-Assessment>
- To stay informed checkout the HRSTM Newsletter sent out weekly; Inside MC sent out every Monday morning; Review the Communications Memos sent by the Interim President, Dr. Charlene Dukes and other senior leaders.
- Be sure to update Duo Mobile; New redesign to the "deny" and "approve" buttons
- New COVID-19 vaccination requirements for faculty, staff, administrators and students; All employees must verify full vaccination by November 8, 2021; All students must very full vaccination by January 7, 2021.
- Critical Race Theory Forum 10/28/21, Save-the-date!

- College Central Network now the Online Job Board to search for open jobs.
- Group picture taken for TPSS Campus Council website

### **Annual Goals**

- TPSS Campus Council created three goals; Need to agree on two goals; Combined goals to create two
- Goals Discussion:
  - Goal 1: Help to facilitate integration of students into the campus community and foster their academic success.
    - Measurement: Use polls to survey students (e.g., ELAP program and STSU 101), Promote MC Resources, share the success stories of existing students
    - Impact: Helping students thrive in their community and to create connections that promote retention and completion. Helping students to “find their place in the place where they are”.
  - Goal 2: Improve and streamline campus specific communications to make information more easily accessible and to empower employees to support students more successfully.
    - Measurement: Create a short training video (Do you know where the (insert item) is at TPSS Campus?), improve the search feature, create webpage, meet with Welcome Center staff brainstorm ideas for improving communication. Tabling during the semester (monthly), Surveying students, signage around campus with email address, social media campaign approach
    - Impact: Students will be more informed on their options, available resources and will be able to avoid spending unnecessary time on tasks. Having more informed employees increases that reach and net of support.
  - Jeri Gresham made motion to amend goals 1 & 2. Charmaine Weston seconded motion. Motion approved. Goals amended.
  - Poll provided; Council members voted on which goal team they would like to work on for the year

### **Announcements**

- None

### **Agenda Items for Next Meeting**

- Invite guests Carlo Sanchez, Campus Safety and Security Manager and Mark Pace, Parking and Transportation Manager

### **Adjourned**

Meeting adjourned at 2:41pm.

Respectfully submitted by  
 Richelle Charles  
 TPSS Campus Council Secretary