
MONTGOMERY COLLEGE GOVERNANCE

TPSS Campus Council Meeting Minutes

Monday, November 8, 2021

Zoom

1:30PM – 3:30PM

Attendees

Members Present: Marian Graham, Jona Colson, Jeri Gresham, Charmaine Weston, Richelle Charles, Khanh Vuong, Diana M. Benson, Fenet Degemu Shertaga, Alice Boatman, Sonja Jackson (Other Attendees: Bonita Parker)

Proxies: William Curvey

Members Absent: Jeff Chuang, Chinyere Emmanuella Akaigwe

Invited Guests: Carlo Sanchez, Office of Public Safety, Mark Pace, Parking & Transportation

Liaison: Dr. Brad Stewart

Call to Order

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

Constituents Concerns

- Tracey Smith-Bryant: 232 North Pavilion has no sanitation stations and no security cameras in the area. Directed to speak with the Office of Public Safety
- Sonja Jackson: East Parking Garage has trash in stairwell; Directed to call Facilities grounds crew to handle this issue
- Jona Colson: Where to donate books when cleaning out offices, as the MC Library is not taking book donations. Directed to call Facilities Help Desk to request large bin to clean out your office

Approval of Agenda/Minutes

Motion to approve minutes. Second. Minutes approved as written. Motion to approve agenda. Second. Agenda approved as written.

Provost's Report

- Vaccination status card; medical or religious exception submission due
 - Mask requirement/protocols undetermined

- Register to attend Wednesday, Nov. 10th Presidential Town Hall at 2pm or you may view via streaming
- Mobile Market in the East Parking Garage on Nov. 10; Want to volunteer, contact Shelly Alvez or Sergio
- Sligo Journal good news! Awarded Community College Humanities Award Eastern Region; Request copy of Sligo Journal by going to at ST306 or contacting Michael LeBlanc in the English Dept.
- Leggitt Building construction progressing; hope to complete project by Fall semester 2023)
 - HC building construction - work being done on roof; Projected completion December
 - Library renovation projected for outside and interior
 - HVAC projects in P1 & P2
 - Future projects: North Pavillion / Math Pavillion

Transportation Manager & Office of Public Safety with Parking

Mark Pace, Parking Transportation Manager, shared an overview of information of services to address constituent concerns.

- Tough to look at expanding hours of shuttles, due to low ridership
 - 1% of students currently ride the shuttle
 - Parking Transportation has a \$7 per hour credit fee for students, which is in place to provide a parking space, RideOn and MC Shuttle. Demand for shuttle service and ridership is low after 5pm
 - Ridership is highest going from TPSS to Rockville from 8am –10am and Rockville to TPSS from 2pm – 5pm
 - Alternative for students is RideOn
- Office of Transportation responsibilities:
 - Shuttle service
 - Mark Pace is the contact person with RiderOn MOU contract
 - Appeals system and Parking passes
 - Enforcement will be transferred from Office of Public Safety to Transportation
- Parking permit/hang tag to park in any lot or garage. Enforcement is in effect
 - Parking violations: \$50.00
 - Multiple car owner concern: License plate online system would require one to log into system to change license plate to the current vehicle being driven that day

Carlo Sanchez, Campus Safety and Security Manager from the Office of Public Safety, shared an overview of information of services to address constituent concerns.

- Campus Safety Officers are filling in gaps for parking enforcement, until complete shift of responsibility to Office of Parking & Transportation
- Changes to Public Safety number; Dial central dispatch at 7-3333 for Public Safety
- Staffing issues in Public Safety; Please call Carlo at 7-1603 with any issues or concerns
 - Dark areas on campus; Lighting survey and report done monthly by Public Safety and given to Facilities to fix/repair with a week; If requesting additional lighting poles, please call Carlo to work through any growing concerns.
- Staff/students/faculty can request an escort to any campus parking garage/lots and bus stop by request.
 - Question: Will County Police be brought back to the campus? Stop signs are being run

- Conversation has not been had yet. Carlo will reach out to some of the contacts at the County
- Question: When blue call stations around campus, does the call get routed to dispatch off campus? How often are those call stations checked to be sure they are operable? Are Cell phone waiting areas in place?
 - Yes, calls are directly routed to dispatch, so someone will answer the call.
 - Monthly checks are completed on the stations for operability.
 - Yes, the cell phone waiting area is still available. Officers go through the garage every 20 to 25 minutes to do a sweep of vehicles. So, any cars waiting in the cell phone area for an extended time will be addressed.
- Question: Can we request some lights outside of P3, as it is very dark? Also, can neighbors be asked to trim their hedges?
 - Lighting may be tricky, as lighting cannot encroach on neighboring properties; Carlo will review concern with next lighting survey
 - Carlo will speak with Brad regarding the hedges, as he has a relationship with the community
- Question: Is there any plan to expand the camera system? How can we petition for more expansion to get cameras?
 - Office of Public Safety is currently in the process of adding eight or nine cameras around Commons, RC and Science North. Office of Public Safety is now in partnership with IT; IT will service cameras on campus. Those cameras will be digital. If specific concerns about adding cameras, contact Carlo
- Question: Are there working cameras in the garage and is content saved?
 - There are cameras in the garage; We are working on replacing those, as the content is locally saved; Updating to wireless network

Chair's Updates

- Let Alice know of Part-Time faculty who may be interested in serving on TPSS Campus Council
- Funding still available for students I crisis hit by the pandemic through the Deans office
- Reminder: Town Hall 2pm on Wednesday
- College Council update provided by Jona Colson
 - Dr. Duke provided report on return to campus, which was pushed back due to vaccine mandate; numbers for the county support return to campus; Return to campus helps engagement with college students; Reminder to submit vaccine cards; Town Hall reminder
 - Dr. Eric Benjamin provided update from Board of Trustees Meeting; Enrollment is down by almost 7,000 students since 2016; Budget has remained stable/new budget discussion at December meeting
 - Dr. Ridguard provided reminder: Check to see if assessments have already been conducted regarding your goals; Idea - Support art on campus...take selfies next to artwork or building and post to social media

Annual Goals

- Goals Discussion:
 - Goal #1 Group Members: Diana Benson, Jona Colson, Khanh Vuong, Marian Graham, Sonja Jackson, and PTF Member
 - 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”.
 - Breakout Room Notes: Working on survey to distribute by end of semester or beginning of next semester; Survey may be yes/no formatted questions or ranking from 1 –5; Brainstormed questions:
 - How likely are you to use some of the resources at the college?
 - How strongly do you feel that you are being supported by the campus?
 - How do you feel about being a part of the campus community?
 - Have you used these academic support services?
 - Have you used the community or social services?
 - What can we do to make you feel more welcome?
 - NOTE: Questions will be revised as committee members deem appropriate.
- Goal #2 Group Members: Charmaine Weston, Chinyere Akaigwe, Fenet Degemu Shertaga, Jeff Chuang, Jeri Gresham, and Richelle Charles
- 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 to 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.
 - Breakout Room Notes:
 - Create a short training video (Do you know where the (insert item) is at TPSS Campus?) - Richelle will contact MCTV and/or ELITE to determine each departmental requirement for video. Jeri will contact Elizabeth Kerby to determine if TV broadcasting media production student(s) might want to do this as a class project or include in a portfolio.
 - Improve the search feature, create webpage - Group #2 undecided/inconclusive on topic/task
 - Meet with Welcome Center (*Raptor Central*) representative to brainstorm ideas for improving communication. Tabling during the semester (monthly) - Fenet volunteered
 - Surveying students, Signage around campus with email address – Idea presented to create a QR code to scan, so students can provide feedback
 - Social media campaign approach - Fenet volunteered
 - NOTE: Goal teams 1 & 2 can combine efforts for the survey; Tabling will be conducted as a whole committee regarding Goals1 & 2

Announcements

- None

Agenda Items for Next Meeting

- Alice has not heard back from Ernest Cartledge, Director of Enrollment Services and College Registrar regarding the concern over program of study not being listed on degree.
- Potential Guest Speakers:
 - John Hamman, Chief Analytics & Insight Officer (Central Services)
 - Raptor Central representative and/or Records & Registration representative
 - Student Services Council representative

Adjourned

Meeting adjourned at 3:27pm.

Respectfully submitted by

Richelle Charles

TPSS Campus Council Secretary