

**WDCE Council Meeting Minutes
Tuesday, March 6, 2018
TP/SS Health Sciences
1pm – 2:30pm**

Attendees:

Joel Martinez, Joe Marshall, Nancy Newton proxy for Linda Griffin, Debbie Juneja proxy for George, Angel Griffin proxy for Gwen Bright, Steve Greenfield, Comfort Mingo, Maria Moreno — liaison from staff council, Tracee Matthias,

Constituents attending:

Adora Nwigwe

Call To Order

Meeting was called to order at 1:10pm

Constituent Concerns:

1. **No Pay Delete Report.** A concern was expressed regarding how to handle students who repeatedly appear on the no pay delete report. These students continually register for the same class repeatedly without paying. A block has now been put on these students' accounts. They will have to register in person. This was expressed as significant progress. Many fewer pages of students in no pay delete. Down from 100 pages to 30 pages.

2. **Public safety** wants WDCE instructors to have a school/faculty ID when on campus. Faculty will not be allowed to open buildings without ID. Faculty must park in correct spots, not in paid-for-parking spaces. Should park in student visitor spaces. PD's will be emailed to inform that WDCE faculty should have free parking permit issued.

Minutes for December, and for February Meetings

Minutes were approved. There are some name corrections required in the December and February minutes. Steve will make those changes and re-send.

Council Presenter:

Chief Equity and Inclusion Officer Sharon Bland has communicated that she will not make today's meeting but will present at the next WDCE council meeting.

Chairs Report:

- Joel encouraged council members to complete the Ethics survey.

- **Banner nine upgrade to take place in May. Training in April.**
 - **Kevin Long was at the last college council about new policies and procedures. As policies and procedures are issued, the college would like employee feedback.**
- Leave program and Drug/Alcohol abuse prevention, medical examination and fitness for duty, equal opportunity, corporate sponsorships are among the ones available now. Look at the P&P web site.**
- **CT building — there are designated MC spaces. If you park outside MC spaces, you may be ticketed. Effective immediately.**
 - **It is election time for governance. Please nominate individuals. The nominations were closed February 27th. Elections march 26 - April 6.**
 - **Visitors to college council — Director Shawn Harrison talked about the email alerts on February 7th. Human error. Was caught quickly. Public Safety officers are now being re-trained. A practice exercise will be conducted on the Rockville campus. May 3rd at Rockville. Full-scale exercise and mock evacuation in collaboration with MEMA. Everyone should also watch or re-watch the active shooter video.**
 - **Please read Middle States self-study report. Evaluation team will be here March 18 - 21.**
 - **Strongly encouraged WDCE students to attend the March 21 presentation.**
 - **Staff enrichment day is March 13th. Can register for classes through March**
 - **LGBTQIA chat by the LGBTQIA club to create a discussion around gender and sexuality. Meets the first Wednesday of every month.**
 - **360 survey must be completed by March 20th. They are anonymous.**
 - **Congratulations to men and women's basketball teams for winning division championships and moving on to nationals.**

Council Business

- **WDCE student employment — Joel and Tracee continue to work on a proposal**
- **Two students were supposed to come to the meeting today. Unfortunately, the students fell ill and could not attend. Next meeting in Rockville. Joel will ask if there are WDCE students at Rockville who might attend.**
- **Joel has met with public safety officials to discuss the safety of individuals who work at facilities such as GBTC and Westfield. There was a lively discussion around public safety. Joel will continue to inquire. More information will be provided in upcoming meetings.**

Meeting adjourned at 2:06

WD&CE Secretary: Steve Greenfield

WD&CE