

MC GOVERNANCE

Montgomery College
WD&CE Council Meeting #7
Minutes

Tuesday, March 19, 2019
8:30 – 10:00 AM
TPSS, CF 143

Attendees

Members Present: Tracee Matthias, Joe Marshall, Essie Taylor, Beri Kari-Fonge, Philip Bonner, and Nancy Newton

Members Absent: David Reed, Debbie Juneja

Members Present via phone: George Payne, Donna Kinerney, Henry Martin, Manuri Perera

Guests Present via phone: Fizie Haleem

Liaison: Brad Pabian

Call to Order

Tracee Matthias called the meeting to order at 8:30am. The meeting was recorded for internal use.

Constituent Concerns/Comments

There were no concerns or comments at this time.

Approval of 12/2018 Minutes and Agenda

The minutes were approved as amended and the agenda was approved as written.

Chair Report- Tracee Matthias

- Kevin long provided updates on MC2025 and P&P's.
- The College is revising the telework and alternative work schedule procedure. With the addition of remote work, the College has renamed the procedure flexible work arrangements. The updated procedure will be available after spring break.
- Academic Services Council presented two recommendations that did not pass.
 - The first recommendation was introducing a brief foreign language course as professional development for employees.

- The second recommendation was specific to addressing gaps in effectiveness with the Amharic speaking community.
- B.O.T. hosted the College Council last night (March 18, 2019) for a dinner/constituent conversation that mainly focused on the following:
 - Student retention
 - Virtual learning
 - Counselors that would be assigned to help students throughout their entire career at Montgomery College.

Constituent Concerns Updates- Beri Kari-Fonge

There are no constituent concerns updates at this time.

Nomination and Elections Update- Tracee Matthias

- Nominations have taken place and are now closed.
- Elections will be coming up soon.
- WD&CE will vote for a new Chair, Vice Chair, and Secretary during the May meeting.
- WD&CE Council will invite the newly elected members to the May meeting.

WD&CE request clarification on the by-laws related to term periods as it pertains to appointments to positions that were previously vacant.

WD&CE Council FY19 Goals – Work Group- Nancy Newton

- Nancy Newton reached out to Ray Gilmer about coming to our meeting to discuss the college's marketing plan to discuss where WD&CE fits in the plan.
- In the process of trying to find the appropriate people to give an informative presentation to WD&CE Council that would provide a better understanding about the scheduling for credit, and non-credit courses on campus.
- Working on getting more involvement from customer leads in each location when scheduling classroom space.
- Henry Martin will inquire with OIRE about research conducted on non-credit students. He will also follow up with the point of contact for MC Voices about the addition of non-credit voices to their staff and the results will be presented next meeting.

Equity and Inclusion Update- Brad Pabian

- First Equity Inclusion (E.I.) summit coming up April 30th on the Germantown campus from 8:00am to 4:30pm. Breakfast and lunch will be provided.
 - Dr. Pollard will present a key note during the E.I. summit.
 - There will be Community Café's and a host of other events.
- E.I. provides the recommendations to Dr. Pollard.
- E.I. has recommended 41 recommendations, and are currently in the process of implementing most of them.
- E.I. is charged with creating the Equity Inclusion 2019 Master Plan.

- E.I. is looking into infusing Equity Inclusion recommendations into 8 areas of Montgomery College which includes WD&CE.
- Civility Norms were presented during staff enrichment day.
- The Civility survey feedback and Climate and Culture survey feedback results were very informative for Equity Inclusion.

For more information visit Equity Inclusion webpage and register at <https://www.montgomerycollege.edu/about-mc/equity-and-inclusion/index.html>

To contact Sharon Bland please email her at <https://cms.montgomerycollege.edu/edu/directorydetail.aspx?index=5929>

Announcements and Future Agenda Items

None

Adjournment

Nancy Newton motioned to adjourn the meeting.

The meeting adjourned at 9:27am.

Summited by David Reed

College Council Secretary