

# MC GOVERNANCE

Montgomery College  
WD&CE Council Meeting #8  
Minutes

Tuesday, April 16, 2019  
8:30 – 10:00 AM  
MK Room 300

**Attendees**

*Members Present:* Tracee Matthias, Beri Kari-Fonge, Joe Marshall, David Reed, Nancy Newton, Henry Martin, Debbie Juneja, Manuri Perera, and Essie Taylor

*Members Present  
via phone:*

Donna Kinerney

*Proxies:* Jacquelyn Williams (for Philip Bonner)

*Guests:* Emily Schmidt and Dayan Grero

**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 and agenda were approved as written.

**WD&CE Council FY19 Goals- Work Group**

- Emily Schmidt from Office of Communications discussed how decisions are made around marketing programs.
- Dayan Grero from WD&CE Customer Service discussed the procedure and priorities for scheduling classes for both credit and WD&CE programs.

**Office of Communication- WD&CE Representation- Emily Schmidt**

Emily Schmidt gave a presentation about marketing at Montgomery College highlighting the following:

- What are the demographics of enrollment?
- The need to spend more money.
- Why is enrollment down and what can MC do to get more student enrollment?
- The need to advertise all facets of Montgomery College.

### **Course Scheduling-Credit & Noncredit Room Reservations- Dayan Grero**

Dayan Grero, a supervisor of the Rockville Customer Service area gave a brief presentation explaining the protocol on scheduling rooms for all of Montgomery College staff and faculty.

### **Chair Report and Recommendation- Tracee Matthias**

- Reviewed College Council meeting from last week.
- College Council Chair presented updates on the other Council's recommendations.
- Presented P&P and FY2020 budget updates.
- Discussed WD&CE Council's recommendation

Tracee Matthias motioned to suspend Roberts Rule of order to let Cathy Giovannetti discuss procedures for scholarship funds for credit and noncredit students. Tracee Matthias motioned to extend the meeting an extra 15 minutes. Essie Taylor seconded the motion. Afterwards Tracee Matthias motioned to extend the meeting another 10 minutes. Joe Marshall seconded the motion – both motions received one opposed from Nancy Newton and the rest of the Council members were in favor.

Tracee Matthias moved that the College intentionally adopt best practices that support inclusion and engagement of WD&CE students in a wide range of college programs and activities that contribute to student success. Joe Marshall seconded the motion - a unanimous vote followed.

### **Announcements and Future Agenda Items**

None

### **Adjournment**

Nancy Newton motioned to adjourn the meeting.

The meeting adjourned at 10:31am.

Written by Opal Juarez  
College Council Recorder

Summited by David Reed  
College Council Secretary