

To: Dr. Tracey Smith-Bryant, College Council Chair

From: Dr. DeRionne P. Pollard, President

Subject: **College Council Recommendation 19-15: Suspension of College Services until 2:00 pm on March 18, 2020**

Date: December 19, 2020

Thank you and all the members of the College's participatory governance system for your leadership in considering issues of importance to the Montgomery College community. I have received and reviewed the College Council's recommendation 19-15: Suspension of College Services until 2:00 pm on March 18, 2020. The document presented to me by the College Council is attached.

On December 12, 2019, the College Council voted to move recommendation 19-15 forward to the president. This action recommends that the College suspend College services until 2:00 pm on March 18, 2020 to allow staff to participate in Staff Enrichment Day.

Based on my review, I am approving this recommendation. I am hereby granting your request to suspend College services for student and business services until 2 p.m. on Wednesday, March 18, 2020, so all staff, including supervisory staff, may attend the Staff Enrichment Day activities. The College will be open at its normal time, but student and business services will be temporarily suspended until 2 p.m. If employees are not planning to attend the Staff Enrichment Day, they should report to their work location at the regularly scheduled time. In future years, if Staff Enrichment Day continues to be held during spring break week, this format of suspending College services could be continued.

Thank you for your dedicated service to Montgomery College's governance system and all of the work you do to support Montgomery College's mission and vision. Please do not hesitate to contact me if you have further questions or concerns.

Attachment

cc: Senior Administrative Leadership Team
Governance Director
Ms. Shakenna Y. Adams-Gormley
Ms. Tilandra Rhyne



Governance Recommendation

Council Name submitting the recommendation: Staff Council	Chair: S. Adams-Gormley
Date: November 21, 2019	Recommendation Presenter: Tilandra Rhyne
Recommendation Issue or Concern: <i>(Provide background reasoning or justification for recommendation)</i> Staff Enrichment Day is an event held to allow staff to participate in work and personal enrichment training along with their colleagues from other campuses and departments. Some departments face difficulties in accommodating staff requests to attend and maintain staffing levels if services are being offered at the level to which they are offered on standard work days.	
Resolution: The Staff Enrichment Day Planning Committee would like to request a suspension of services on Wednesday, March 18, 2020 for Staff Enrichment Day activities until 2:00 pm. Last year services were suspended until 2:00pm and staff was pleased with this accommodation, as it allowed more staff to participate in at least half of the day, without complete interruption to student services.	
Student Impact: <i>(Explain the impact of this recommendation on MC students.)</i> The week of Spring break is generally low-volume in terms of the demands of students, as classes are not being held. Any student impact will be minimal and their needs can be met the next day as the College is open on March 19, 2020 or later in the day of March 18, 2020 after 2:00 pm.	
Economic Impact: <i>(Explain cost factor or any economic impact of this recommendation, if known.)</i> Suspending services will have very little economic impact, certainly less than if the college was closed for the day. Employees would be compensated as usual but because the College will still be open, premiums for employees working during closures would not apply.	
Final Disposition/Recommendation: <i>(Complete once decision is made by College Council)</i> The College Council voted to move this recommendation forward to the College President for consideration and action.	