

MC GOVERNANCE

Montgomery College College Council Meeting #7 Minutes

Tuesday, December 12, 2023

1:00 – 3:00 PM

Zoom

Attendees

Present: Dr. Paul Miller (Vice-chair), Tilandra Rhyne (Secretary), Akima Rogers, Brenda Knopp, Dr. Anestine Theophile-LaFond, Dr. Christine Crefton, Katie Goldstein, Nghi Nguyen, Ernest Cartledge, Matt Wilson, Rabbee Awan

Absent: Amanda Darr, Shakenna Adams – Gormley, Jefferson Vasquez Reyes

Proxy: Katie Mount (Amanda Darr), Dr. Paul Miller (Shakenna Adams – Gormley)

Guests: Dr. Jermaine F. Williams, Dr. Debbie Van Camp, Dr. Michelle Campbell, Dr. Monica Brown, Dr. Michelle Scott, Dr. Sharon Fechter, Lisannie Montilla, Angie Moy, Maria Adams, Sherwin A. Collette, Elysee Meredith

Liaison: Dr. Stephen D. Cain

Governance Director: Dr. Clevette Ridguard

Call to Order

There was a quorum to conduct business. Dr. Paul Miller (Vice-Chair) called the meeting to order at 1:00 pm.

Approval of Agenda and Minutes

Nghi Nguyen made a motion to approve the agenda as written and Matt Wilson seconded the motion. The agenda was approved as written. Katie Goldstein made a motion to approve the minutes as written and Nghi Nguyen seconded. The minutes for November 28, 2023, meeting was approved unanimously as written.

Constituent Concerns

Nghi Nguyen, Staff Council chair, brought forth a constituent concern received from Jefferson Vasquez Reyes, Student Council chair. The concern is regarding the shuttle bus service schedule across all 3 campuses. Currently the bus schedule ends at 8:15pm. The students would like the College to consider extending the hours to cover late evening classes. The students would like the College to consider mirroring the Montgomery County bus service

schedule.

Katie Goldstein, Rockville Campus Council Chair brought forth a concern from a student requesting the College to extend the daycare facilities to the Rockville and Takoma Park/Silver Spring campuses. The student submitted a proposal along with a petition. Both concerns have been forwarded to the councils to research and follow up with the College Council at a later meeting.

Presidential Remarks *(Dr. Jermaine F. Williams, College President)*

Dr. Jermaine F. Williams thanked the College Council for their leadership and for giving him the opportunity to attend the governance council meetings. He thanked the College Council for the support given to our students that helped them achieve their goals. He encouraged the council members to take a well-deserved break and to enjoy time with their families and friends. An overview of the last Board of Trustees meeting of the year was also provided. He reported the review of the FY23 audit and the presentation of the FY25 proposed operating budget. The FY25 operating budget will be discussed further and finalized at the next meeting in January 2024.

Dr. Jermaine F. Williams also welcomed Dr. Deidre Price, the new Senior Vice President for Academic Affairs/College Provost to the College. Dr. Deidre Price will be formally introduced to the college community at the upcoming Spring Opening meeting on January 16th. Dr. Jermaine F. Williams addressed some of the exciting activities lined up for 2024, including the opening of the Leggett building on the Takoma Park/Silver Spring campus, and library renovations. He is also excited about the East County Education Center expected to start offering classes soon.

He announced the renewing of the RIZE Zone on the Germantown campus by the Maryland Department of Commerce which is a key component for the community college. It enables the College to attract more partners to PIC MC (Montgomery College). The renewal will allow the institution to build on current projects such as new and expanded programs, partnerships, and scholarships. He is also excited about MC votes. We will have ballot boxes on each campus. This will give our students, faculty, and staff the chance to vote while on campus.

Dr. Jermaine F. Williams is pleased with the leadership of governance and their work on the recommendation of the establishment of AI (Artificial Intelligence) protocols and guidance. It demonstrated a lot of nuances around a complex timely issue plus extensive research and consultation, which he and senior leadership appreciate.

Chair's Report, *(Dr. Paul Miller, College Council Vice Chair)*

Paul Miller presented a PowerPoint presentation of the upcoming college events and important dates. To view the details of the report please visit the Governance Blackboard community.

Strategic Plan Update *(Dr. Stephen Cain, Chief of Staff/Chief Strategy Officer)*

Dr. Stephen Cain presented a PowerPoint presentation providing an update of the status of the Strategic Plan. To view the details of the report please visit the Governance Blackboard community.

Innovation Grant *(Dr. Cristine Crefton, Project, and Planning Analyst I)*

Dr. Cristine Crefton presented a PowerPoint presentation providing an overview of the Innovation Grant process. To view the details of the report please visit the Governance Blackboard community.

Old/New Business *(Dr. Paul Miller, College Council Vice Chair)*

Constituency Concerns Updates

Dr. Paul Miller gave an update on the three constituent concerns brought to the College Council.

1. IT support, job classification referred to the Employee Services council is being addressed by HRSTM (Human Resources and Strategic Talent Management).
2. HRSTM is also working on the EAP (Educational Assistance Program) submission process and the job aids that go along with Workday.
3. The flexible work arrangement procedure concern has been resolved and the Employee Services council will report the outcome.

Council Chairs' Updates

- Nghi Nguyen, Staff Council Chair gave an update regarding the charging stations they are now working.
- Akima Rogers, Administrator Council Chair gave an update on one of the goals the council is working on supporting our student athletes. The council is preparing care packages for the student athletes that are not traveling home during the holiday.
- Dr. Anestine Theophile-LaFond, Faculty Council Chair gave an update on the importance of communication with the AI (Artificial Intelligence) being approved. She also addressed the language that must go in the syllabi of each faculty member regarding faith-based accommodation and the suggestions that we proposed in their year's goal. The council also supports MC Votes as one of their goals.
- Katie Mount, Acting Germantown Council Chair gave an update on one of their goals, which is to participate in campus-based activities to support the campus community. The council completed their fall goal of helping with the Germantown campus Holiday party.
- Ernest Cartledge, Student Services & Success Council Chair announced their next meeting is Tuesday, December 19th Dr. Jermaine F. Williams and Dr. Monica Brown will be attending.
- Rabbee Awan, WD&CE Council Chair announced their next meeting is Tuesday, December 19th Dr. Jermaine F. Williams will be attending. The council is working with the Truth and Racial Healing Center to secure facilitators for the in-person healing circle for the council members.
- Dr. Christine Crefton, Operational Services Council Chair announced they have resolved all of their constituent concerns for the fall.
- Katie Goldstein, Rockville Council Chair announced one of their constituent concerns

from last year has been resolved. The serenity space for the Rockville campus is going to relocate to the fourth floor of Student Services.

- Matt Wilson, Takoma Park/Silver Spring Campus Council Chair announced Dr. Jermaine F. Williams attended their last meeting. The meeting went well, the council is making progress on their goals. They are working on a composting program on the campus and are partnering with facilities and the county to meet this goal. They are meeting later this week to start the process.
- Tilandra Rhyne, Academic Services Council Chair announced their next meeting is Thursday, December 14th. Dr. Jermaine F. Williams will be attending. Suzette Spencer will also attend to talk about the Innovation grant process. Marcus Peanort will also be attending to address the constituent concern about Examity software. If anyone is interested in hearing about this, they are welcome to join the meeting for more information. The Council is also working with Ernest Cartledge on updating the payment reminder email sent out to students. And lastly, the student survey presented during the last College Council meeting will also be discussed.
- The Council will discuss the communication and engagement plan for the spring semester. We have a lot of guests planned to attend our meetings in the spring semester HRSTM, Krista Leitch Walker, and Administrative and Fiscal services will provide updates. Susan Madden will provide information about Government Relations; Dr. Stephen Cain will update us on the East County Education Center.

Governance Updates *(Dr. Clevette Ridguard, Governance Director)*

Dr. Clevette Ridguard, Governance Director announced a partnership with the second and third shift workers to make them aware of governance. She thanked the Council for their outstanding work and for their leadership, which is exceptional. Dr. Ridguard reported out for the Student Council, they had a productive meeting with the Director of Auxiliary Enterprises and Metz regional director. They are continuing to cover the constituent concerns. More discussion and continued monitoring of the changes is needed. Dr. Ridguard thanked the Councils that participated in the Governance Awareness Day. She reminded the Council Chairs to send their agendas and minutes to be updated on the governance website to Yvette Taylor in a timely manner. Lastly, she wished them a Happy Holiday and to rest, rejuvenate and prepare for the spring semester.

Sharing Time *(Tilandra Rhyne, College Council Secretary)*

Tilandra Rhyne presented to the College Council an interactive activity.

Announcements and Updates *(Dr. Paul Miller, College Council Vice Chair)*

The last College Council meeting for the semester is December 12, 2023.

Adjourn

At 2:20 p.m. Tilandra Rhyne made a motion to adjourn the meeting. Dr. Anestine Theophile-Lafond seconded the motion. The meeting was adjourned at 2:20 p.m.