

# MONTGOMERY COLLEGE GOVERNANCE

## Employee Services Council

October 27, 2016 / MKE 335 / 2:00 p.m.

### Attendees

Members present: Veronica Arroyo, Rich Cerkovnik, Amy Crowley, Liz Feldman, Victoria Lees, Alejandro Leopardi, Genesis Powers, Krista Leitch Walker

Proxies: Beth Mole for Nelida Andres

Members absent: Suzan Hussein, Lisa Dyer, Alex Micich

Guests: Robert Roop, Patrick Feehan, Annie Shane

### Call to Order

Chair, Amy Crowley, called the meeting to order at 2:05 p.m.

- No constituent concerns presented
- September 22, 2016 minutes are approved

### IT presentation

***Patrick Feehan: Director of IT Privacy and Cybersecurity Compliance, (Operations council), Annie Shane IT Specialist (Staff Council)***

October is “Cyber Security Month” and “Cyber Security is a shared Responsibility”. The presentation focused on the risk of opening emails from unknown senders. The presenters shared points from handouts which included phishing attacks. They assured the council that improvements are being made and asked that employees email or call IT if they are unsure of an origin of an email.

### HR Reorganization Update

**Robert Roop: Interim Chief Human Resource Officer**

- HR will not release information on faculty or staff unless they have consulted with the person or the requester to verify that the party is a creditable source and that there is good reason for party to request the data.
- Salaries will not be rolled back if grade structure changes as a result of a new compensation system.
- HR placing more customer service people in place
- Chair asked about
  - staffing changes in HR
  - compensation plan- Mr. Roop reported that there was “No plan yet”- finding a balance is difficult, but they are looking at what market paying for jobs
  - Temp with benefits positions that may be terminated 6/30/16: 90-day notice, working on it.

### Chair's Report

- Administrator Council looking into the possibility of each campus providing a computer lab that would be available to students on a 24-hour basis.
- RV Campus Council is concerned with new RV parking garage security. While there will be cameras in garage, there will be additional safety and security concerns to be addressed.
- Takoma Park/Silver Spring Council reported that additional security has been hired to patrol neighborhood adjacent to the campus.
- Student Council wants Emergency Preparedness Training available for students.
- New MC website will scale down size homepage, add: 1) Admission/Register page, 2) Financial Aid page and 3) MC Info Page. Complaints that those important areas were too difficult to locate.

### Code of Conduct

Motion made and seconded to accept Code of Conduct- passed

### ESC 2016 -2017 Goals

Councils must have at least one goal that is related to student success. Beth Mole suggested that the ESC might work with the Staff Council on their initiative where MC students would shadow MC employees for a half or full day in their jobs at the college. Amy will contact Staff Council Chair David Anthony to determine if they are interested in making this a joint initiative for the year.

#### *Proposed ESC Goals for '16-'17:*

- ◆ Increase PT faculty representation in the governance system
- ◆ FMLA: Evaluate and make recommendations on family leave policy
- ◆ Collaborate with HR to define what it means, or represents, to be a "Destination Employer"
- ◆ Implementation of Employee Code of Conduct
- ◆ Consider role ESC could provide to increase student success and possibly partner with Staff Council on a job shadow program for MC students with College employees

Motion made and seconded to vote via email on ESC goals- passed

### New Business

- A constituent concern brought to ESC Chair was shared with council members. Constituent expressed frustration with the Wilson Company and the manner in which questions are being asked and applicants

are being screened. Constituent feels that there are few opportunities for advancement and no real succession planning. Constituent also feels that internal applicants are not being given preference over external applicants.

- Suggested moving ESC monthly meetings from 4<sup>th</sup> Thursday of the month to the 2<sup>nd</sup> Thursday of the month for the spring 2017 semester.

Meeting adjourned 4:01 p.m.