

MONTGOMERY COLLEGE GOVERNANCE

Employee Services Council

Thursday, October 12, 2017

2:00 p.m. -4:00 p.m.; Location: CT S201

Minutes

Attendees

Members Present: Rich Cerkovnik, Chauncy Butcher, Siobhán Quinn, Alex Micich, Liz Feldman, Krista Leitch Walker, Victoria Lees, George Varghese (substitute for Lisa Dyer), Vicky Dorworth (substitute for Aggie Harrell)

Absent: Alejandro Leopardi

Call to Order

- No discussion.

Constituent Concerns/Comments

- Angie Moy addressed the ESC with a concern/request about having critical college information conveyed in more than one way. She did not receive an HRSTM communication because of not being on a distribution list. This item will be discussed at the next ESC meeting.

Review of September 14, 2017 Minutes

- Minutes were approved with modifications.

Chair's report

- Reiterated that which was discussed last meeting:
- Family Leave- Is on Janet Wormack's desk and is in process
- College Council Meeting
 - Confusion about goals template. Rich explained that according to the constitution, goals are not part of the ESC set of tasks. Rich stated at the meeting the role of ESC, or any council— namely to provide recommendations to college council and to vet constituent concerns before sending to college council.
- Food Vendor
 - Current contract expires 6/30/18
 - Request for proposals occur in October
 - Proposal review committee formed
 - Anticipated five-year contract (2018-2023)
 - Feb/March vendor selected
 - April 18— New contract begins

Rich also advised that the November meeting will be joined by individuals to discuss cybersecurity, that open gym hours are now instituted, and that an employee engagement advisory group is now being formed.

HRSTM Update

- Employee Engagement Survey—Waiting for the final reviewers to comment and approve.
 - Postcards have been mailed to employee homes. Employees have expressed concern about privacy of responses due to use of email addresses in responding to survey.
 - Discussion ensued as to how to increase participation, with suggestions such as awarding a parking space to lottery winner, an added day to spring break, and departmental competition.
- Workday
 - Benefits info is loaded
 - Human Capital module is live
 - Open enrollment will be active in time
 - Payroll function goes live in January
 - No more paper forms anticipated.
 - Other functions such as rank advancement, ESH, and professional development will be added
 - All business will be driven by Workday, as opposed to via email.
- Governor Hogan has vetoed the Sick and Safe Harbor legislation that mandates that anyone who works more than 12 hours/week is to receive one-hour sick leave/thirty hours worked. It is expected that the governor's veto will be overridden.
- Compensation Sustainability Study—The College plans to roll out a new compensation system effective in the new fiscal year. The College is seeking ways to communicate this to employees.

Discussion on ESC FY 18 Goals

- In an additional document that Rich handed out, there are seven bulleted goals for us to consider.
 - More were added
 - To work on the One College idea
 - Formulating standard operating procedures from department to department regarding hiring, meetings, etc. This would also include once/month meetings to bring together everyone in an area.
 - Voted on three goals to promote.
 - Results:
 - Family Medical Leave
 - Destination Employer
 - Standardization and One College were joined together as one goal.

Rich will submit these goals and keep the others in the pipeline as goals to revisit. Will continue to discuss via email.

Meeting adjourned at 4 p.m.