

MONTGOMERY COLLEGE GOVERNANCE

Employee Services Council

Thursday, October 11, 2018

2:00 p.m. - 4:00 p.m.; Location: CT S102

Minutes

Attendees

Present: Christopher Campanella (via phone), Richard Cerkovnik, Farrah Vivas for Rowena D'Souza, David Neumann for Liz Feldman, Nicole Given, Mary (Aggie) Harrell (via phone), Michelle Harrell (stopped by and then at 2025 Committee), Chayanne Samuels, Tori Stickland, Gabi Cusic for Krista Leitch Walker

Absent: Sundu Andrea Bayoh, Sabrina Bielefeldt

Guest: No Guests

Call to Order

The meeting began at 2:10 pm.

Constituent Concerns/Comments

- David Neumann presented concerns related to part-time faculty
 - Part-time faculty should be invited to department meetings but not required to attend
 - Part-time faculty paystubs are vague and need clarification. Paystubs do not list the type of work that was done (alternate ESH, substitute for another class), Chris Campanella mentioned the Cultural Arts Center paystubs were changed to show more detail.
 - Errors with the submission of the Faculty Substitution Action form when pay is docked
 - No confirmation or receipt of form submission
 - No instructions given to department aides on safe and sick leave
 - No reminder sent for Good Faith Consideration deadline, which allows part-time faculty to teach the same amount of ESH from fall-to-fall and spring-to-spring
 - Aggie mentioned that classes can be delivered via alternative methods (Blackboard) if a professor cannot attend. Is this the same for full and part-time faculty? Full-time faculty are not paid to substitute whereas part-time faculty are paid.
- Andy Sainz, Locksmith at TP/SS
 - Andy and his coworkers are not allowed to enter the facilities until 15 minutes before start of shift. Krista/HR to be asked for guidance.
- Public Safety Personnel Concerns - Aggie Harrell and Michelle Harrell
 - Aggie explained that the Rockville Campus public safety officers have been assigned to different campus zones due to sustained water damage to the Counseling and Advising Building. Their office is now temporarily located in the Mannakee building and is not visible to those on campus. Aggie also wanted to know if the security cameras are functioning.
 - Michelle and others were concerned about the lack of notification about the gunman on the TP/SS campus.

- Krista had previously asked Director Shawn Harrison and Marvin Mills about commissioned special officers on campus. Dr. Cain, at a College council meeting, stated there would be no arresting and guns by our officers.
- Chris Campanella - building service workers at TP/SS
 - Public Safety officers at TP/SS are opening some buildings for one class on the weekend, which leads to the building service workers having to clean the building instead of working on assigned special projects. This leads to them not being able to complete all of their assignments.

Chair's Report

- Chauncy Butcher is no longer a member of the ESC due to her new role in Student Affairs. Tori Strickland is now the new representative for WD&CE.
- Michelle Harrell replaces Chauncy as the ESC representative on the MC 2025 Planning Committee.
- Angie Moy is seeking an ESC member to join the Transportation Committee of Staff Council. The representative would be expected to attend 3 – 4 meetings.
- HRSTM needs an ESC member to join the Integrated Employee Professional Development Workgroup to discuss annual required training for employees. Tori volunteered to join and Aggie will serve as her backup.
- Rich sent the concern related to the closing of the café in the Cafritz building to the Operations and TP/SS Councils.
- Part-time faculty representation on functional councils – All functional councils will have 2 part-time faculty members. There is currently one part-time faculty (Germantown) spot still open on the Faculty Council.

ESC Goals

- Goals up for consideration:
 - Standardization
 - Effective Communication
 - Succession Planning
 - Part-time faculty representation
 - Fill current slots
 - Nomination per new slots
 - Should part-time faculty be paid for their service on councils?
 - Telework
 - Shared with HR
 - Nomination and voting process, including tracking and updating membership
 - College Council will be looking at this
 - Communications about ESC activity
- Tori suggested combining the communications goal with nomination/voting and part-time faculty.
- ESC voted to make standardization and telework the goals for this year. The other topics will be discussed and moved forward upon discussion.

Meeting adjourned at 4:05 p.m.