

---

## MONTGOMERY COLLEGE GOVERNANCE

### Employee Services Council

October 10, 2025

Zoom

10AM-11:26AM

#### Attendees:

- Members present
  - Sepydeh Yousefi
  - Silvia Vargas
  - Stefanie Krasnoff
  - Michaela Pacesova
  - Krista Leitch Walker
  - Elizabeth Feldman
  - Tracie Witte
  - Christina Segura
  - Aubrey Smith
  - Adaora Nwigwe
  - Kristen Roe
- Not present
  - Aerial Agah Achu
  - Alexa Patricia Canas
  - Alexander Valencia Reyes
- Proxies present: None
- Members excused: None
- Invited Guests
  - Gigi Secuban, Vice President of Inclusive Excellence and Belonging

#### Call to Order

- The regular meeting was called to order at 10AM by Chair, Sepy Yousefi. The meeting was recorded for internal use only.

#### Approval of Minutes

- Meeting minutes were approved.

#### Constituent Concerns

- Krista will be speaking at the next College Council on 10/21.

#### Chair's Report

- Governance Theme 2025–2026
  - Theme: Leading Through Participation: Inclusive, Intentional, and Impactful Governance
  - Discussion emphasized fostering inclusive leadership practices and encouraging active participation across all departments and levels of the institution.
- Communications and Engagement
  - The Monday Minute: Team encouraged to utilize The Monday Minute for updates on institutional news and upcoming events.
  - Aim: Increase awareness and engagement in ongoing initiatives.
- October Heritage Month Celebrations: Recognized and celebrated the following heritage observances:
  - Hispanic Heritage Month
  - Disability Employment Awareness Month
  - Italian American Heritage Month
  - Polish American Heritage Month
  - German American Heritage MonthDepartments encouraged to promote events and highlight cultural contributions throughout October.
- Humanities Programs

- 13th Annual Humanities Days: Hosted by the Global Humanities Institute and the Paul Peck Humanities Institute.
- Featured speaker: Dr. Gerald Horne, author of over 40 books, including his latest on the history of slavery in Washington, D.C. (1800–1865).
- Faculty and students invited to attend and participate in related discussions and workshops.
- Student and Community Engagement
  - Student Basic Needs Survey: Closes Sunday, November 2, 2025. Results to be analyzed in Fall 2025, with a summary report released by Spring 2026 (SP26).
  - Prescription Drug Takeback Day: Emphasized safe disposal of unused medications for community health and environmental protection.
  - Mobile Health Center: The Carol Whitehill Moses Mobile Health Center is providing accessible care and free flu shots this semester.
  - Fall Alumni Association Social: Scheduled at Fallen Oak Distilling, Olney, MD. 15% of proceeds will support student scholarships.
- 7. Accreditation and Compliance
  - MSCHE Snack N' Learns: Opportunities to learn about Middle States reaccreditation. Sessions to be held across all campuses.
  - Annual Security Report 2025: Now available, covering 2022–2024 data. Accessible online and via paper copies upon request.
- Transportation and Parking Updates
  - New Virtual Parking Platform: Reminder to register or update vehicles for compliance.
  - Shuttle Service: Fare-free shuttle runs from September 2 – December 19, Monday–Friday.
  - Ride Systems app designated for shuttle route information.
- Events and Professional Development
  - AAWCC-MC Meet & Greet: Hosted by the American Association for Women in Community Colleges (MC chapter). Introduced the new Senior VP for Student Affairs.
  - Inclusion by Design Summit: Theme—"Creating Spaces Where Everyone Thrives." Free and open to all.
  - Open Enrollment and Benefit Fairs: Taking place across all campuses.
  - Staff Enrichment Day 2026: Scheduled for March 18, 2026, at Takoma Park campus. Full-day event with workshops and networking.

Guest Speaker: Gigi Secuban, Vice President of Inclusive Excellence and Belonging

- Importance on the continued commitment to Inclusive Excellence and fostering a sense of belonging across all campuses.
- Key Points:
  - Values Statement: Reinforced the institutional dedication to inclusion, equity, and respect.
  - Demographics: Discussion of the diverse makeup of faculty, staff, and students, emphasizing shared responsibility in creating welcoming and equitable environments.
  - Cultural Diversity Plan: FY26–29 plan introduced to guide ongoing inclusion efforts.
- Goals:
  1. Cultivate a college culture of belonging and care.
  2. Advance equitable academic and holistic success for all students and employees.
  3. Foster inclusive community through cross-cultural engagement.
  4. Embed inclusive excellence into institutional practices.
- Upcoming Events:
  - Cupcakes and Conversation sessions (Fall 2025) – open to staff and students across campuses.
  - Equity Week (Spring 2026).
  - Hispanic Heritage Month Celebration (Sept. 15–Oct. 15).

- Ongoing opportunities for involvement in campus committees, community events, weekly farmers' markets, and arts and cultural programs.
- Call for Action
  - Promote upcoming inclusion events.
  - Encourage participation in committees and campus initiatives.
  - Read FY26–29 Cultural Diversity Plan: <https://www.montgomerycollege.edu/documents/about-mc/equity-and-inclusion/montgomery-college-cultural-diversity-plan-fy26-29.pdf>

For more information or questions regarding any of these events or programs, please contact Gigi.

#### HRSTM Updates

- Employee Accommodations: Reminder that requests for workplace accommodations for employees with disabilities can be submitted at any time.
- 2026 Open Enrollment & Benefit Fairs: Updates on medical rates, dependent care FSA limits, and supplemental plans under review with the Benefits Review Committee. Benefits Team will present to employee councils and host Benefit Fairs across campuses.
- Payroll Zoom Office Hours:
  - Timesheet weeks: Thursdays (8–10 p.m.) and Fridays (10 a.m.–12 p.m.)
  - Pay weeks: Fridays (8–10 a.m.)
  - Access via HRSTM website link: <https://info.montgomerycollege.edu/offices/human-resources/payroll.html>
- Supervisor Orientation: Scheduled for October 16 and 21, 8:30 a.m.–5:00 p.m. at the RV Campus Mannakee Training Center. Mandatory for new/promoted supervisors; open to current supervisors as a refresher.
- Employee Data Dashboards: HRSTM publishes monthly, quarterly, and annual reports online (<https://info.montgomerycollege.edu/offices/human-resources/employee-data-dashboard.html>)
- New Feature: HRSTM Quarterly Reports added; FY25 Q4 and FY2025 Annual Reports are in progress and will be posted soon. The most recent report is available: <https://info.montgomerycollege.edu/documents/offices/human-resources/hrstm-fiscal-year-2025-quarter-3-report.pdf>

#### Committee Engagement and Goal Setting:

- Committee members participated in an exercise to identify a goal and develop a recommendation for leadership consideration.
- The committee agreed on the FY26 goal to co-sponsor an event with Gigi during Equity Week. Sepy will draft the initial write-up and share it with the group prior to submission.
- Members were encouraged to actively participate in identifying a potential secondary goal for the committee to pursue collaboratively. Proposed goals should align with the SMARTIE framework.

Unfinished Business: None

New Business: None

Final Thoughts/Adjourn

Motion to adjourn by Liz Feldman. It was seconded and passed with unanimous support.

Meeting Adjourned at 11:26am

Respectfully submitted by  
Silvia Vargas, Employee Services Council Secretary