

MC GOVERNANCE

GERMANTOWN CAMPUS COUNCIL

MEETING MINUTES

Tuesday, October 06, 2020; 2:00 – 4:00 pm

Zoom Meeting

Attendees

Present: Tonya Baker, Amanda Darr, Mais Alraee, Margaret Latimer, Sharon Anthony, Jennifer Capparella, Christopher Cusic, Charlie Jackson, Lori Kelman, Maurice McCambley, Brandon Mollock, Blessing Anyim

Absent: Paul Jenkins, Abo-keze Ewimbi

Guests: Joyce Matthews, Donna Pina, Leslie Jones

Liaison: Clevette Ridguard- Governance Director

Call to Order

There is a quorum to conduct business. The meeting was called to order at 2:05 pm by the chair.

Approval of Agenda/Minutes

The agenda was approved as written. The minutes were approved as amended. The meeting was recorded for internal use only.

Constituent Concerns

- Sharon Anthony brought forth a concern from faculty about students not purchasing textbooks due to financial issues.
 - Are there resources available?
 - Scan textbooks and contact library liaisons to be posted on BlackBoard
 - Librarians informed professors about textbooks that are available as e-books at the beginning of the semester.
 - CARES Act funds
 - MC Foundation
- Mais Alraee brought forth a faculty concern about camera use. Is there a policy for testing? One policy for everyone? Honor system?
 - Provost Margaret Latimer stated that Mike Mills is working with faculty about the issue.
 - Considering the use of assessments that don't require camera
 - Some students may not have camera
 - Can provide site for students to sign honor code statement
 - Inform students about the importance of honor code and integrity
 - Will follow up

Montgomery College Foundation – Joyce Matthews and Donna Pina

- Foundation always had emergency fund, but the need for emergency funds increased and this year the amount of funds available also increased.
 - MC was one of the first colleges to make decision to cancel commencement and use that money as emergency funding.
 - Reallocation from two unions (Professional Development funds) – money to help students
- Help with technology, rent, food, and security
- Ways to help
 - Donate to [Students Emergency Assistance Funds](#)
 - Help students with [application](#)
 - If students are eligible for [FASFA](#), fill out FASFA form.
 - Turn in required documents
 - Also apply for [CARES](#)
 - Students must have an advocate – support statement
 - Can be anybody such as professors and counselors
- Question – Are there any resources for students not purchasing textbooks due to money issues?
 - Also fund textbooks and most resources students need to be successful
 - Personalized process
- Question – Is it a one-time reward?
 - Yes, it's generally a one-time assistance but there are exceptions.
 - Hope that students will look at resources and plan for the future
 - Help connect with community resources
- Question – Can we give language to faculty to let students know that faculty members are advocates and they can connect students to direct help and available resources?
 - Department Chairs will be happy to be advocates for students.
 - Can also refer students to Counseling and Advising

Human Resources and Strategic Talent Management – Leslie Jones

- Open Enrollment: 10/22 – 11/16
 - No big changes in offering but good idea to check what you have
- Purchased masks and mailed to employees
- [MC Employee Facebook page](#) – fun and informational posts
- Opportunity to get chair from office – pick up started yesterday
- [2020 Fiscal Update](#) – can access report online
 - Informative document – demographics, hiring trends, benefits, and more
- [Talent Share Program](#)
 - Employees not working to full capacity
 - Helping areas of the College that need support
 - Using resources that we have in the best way possible
 - Will send out more information later
- Update your personal emergency contact information in Workday
- [Employee Matters Newsletter](#)
- Employee connection groups – come together, share information, and support one another

- If anyone want to step forward and lead a faculty group, please contact [Leslie Jones](#).
- [Return to Campus Protocols](#)
 - Memo about training required and protocols
 - Anyone who comes on campus will have to know what's expected
- Question – Can we get more clarification about Talent Share Program?
 - There will be a memo to clarify Talent Share Program.
- Contact Leslie if there are any more questions and concerns.

GT Campus Council FY21 Goal Plan Discussion

- Goal 1: To actively support and promote the efforts put in place by the College to help students succeed academically and thrive personally.
 - To increase collegewide awareness of resources
- Goal 2: Encourage community among Germantown Campus employees.
 - Reach out to colleagues
- Tonya will send revised Goal Plan to GT council members for comments
- Tonya will send out request for people who want to be an advocate for students

Provost's Report

Provost Margaret Latimer presented the following information and updates:

- How is everyone doing? Are there ways to take off burdens?
 - Exhaustion and frustration
 - Think of ways to offer some relief for employees
- Enrollment down about 6% this Fall – trending down nationwide
- Winter and Spring schedules – aiming for no-cut schedules
 - Looking to go live on 10/19
 - Advising Day on 10/20 – encourage students to get advising before choosing schedule
- Bachelor's degree with MC and SANS Technology Institute program approved by MHEC
 - High-level courses and certifications in cybersecurity
- Return to Campus – will make sure that the protocols are communicated
- College has done a great job around the race and diversity inclusion issues.
- Encouraged everyone to reach out to colleagues.

Chair's Report

The Council Chair Tonya Baker provided the following information and updates:

- College Council meeting on 9/22
 - Presentation from Segal Consulting – strategic workforce and staffing plan
 - Discussion about camera use, contracts, and not recording lectures
 - Parking fees – more than just a parking fee due to contracts
- Next College Council meeting on 10/13
- [Mobile Market](#) – 10/7 on Germantown Campus
 - Reach out to [Sergio Washington](#) for more information.
- Meet new Library Director via Zoom on 10/7
- 10/8 [Town Hall Meeting](#): Exploring the Relationship Between Law Enforcement and the Community it Serves

- World Mental Health Day on 10/15
- [Presidential Dialogue](#) on 10/21 at 7pm
- American Red Cross Blood Drive – 10/23 on Germantown Campus
- Advising Day – 10/20
- Reminder to do required training
- Student Council searching for a Germantown student to sit on their council.
 - Meet once a month on the 3rd Thursday
 - Contact [Tonya Baker](#) or [Clevette Ridguard](#).
- P&P policy open for comment

End of the Year Campus Event

- Brainstormed and shared ideas
 - Zoom meeting with themes
 - Collect video or email messages
 - Highlight work done during COVID-19
 - End-of-the-year Germantown specific newsletter
 - Germantown drive-through giveaway
 - Virtual quiz game
 - Potluck lunch gathering
 - Donations – drive by on campus to donate
 - Virtual escape room

Announcements

- [Virtual Transfer Fair](#)

Adjourned

The meeting was adjourned at 3:54 pm.