

MONTGOMERY COLLEGE GOVERNANCE

Rockville Campus Council

October 3, 2017

Attendees

- Members Present: Lorraine Bryant, Cathy Galasso-Schwartz (Co-Vice Chair), Shelly Jablonski (Secretary), Marcella Karp (Chair), Dr. Kimberly Kelley, Tim Manik (Vice Chair), Kathleen Robbins, Shawn Roberts, Alvin Trask, Sandra Marke (proxy for Steve Taylor)
- Members Absent: Nazea Khan, Muhammad Kehnemouyi, Atul Roy

Meeting was called to order at 2:01 p.m.

Constituent Concerns

None

Minutes

Motion was made by Lorraine Bryant to approve the minutes. The motion was seconded and minutes were approved unanimously.

Provost's Report

- The Fitness Center hours were finalized and an email was sent to the campus community. Question asked – are hours equivalent to what they were in the past? Dr. Kelley will have a future meeting with the appropriate person/s to discuss Fitness Center hours so that it does not happen again. Discussion occurred concerning faculty, staff, and students having access to the Fitness Center at the same time and any possible impact this may have concerning access to the workout equipment
- Campus Center building construction has started. Accessibility concerns shared with James Gillis. Lot 9 and 10 – walkway is cut off. One complaint has been received. The walkway was cut off for safety and security reasons
- North Garage – there have been two cases of elevator entrapment. Today the elevator was taken offline temporarily by the Delaware Elevator Company
- South Campus entrance – the sign was updated and the small letters are now gone
- There is a graphic design student competition happening for rapid transit

Chair Report

- No updates to report concerning the new staff compensation plan. Marcella Karp and others were briefed at the College Council meeting and told that multiple recommendations were sent to Dr. Pollard

- A reminder was presented that the RV Council will be available to our constituents if any concerns or issues need to be heard and/or referred to other Councils after the roll-out of the staff compensation plan

Cybersecurity

- Two representatives from the IT Department presented information on two-factor authentication
- College continues to experience phishing campaigns
- More than 55 accounts have been compromised (0365 credentials were given away)
- A compromise of Office 365 makes active directory, MyMC, and Workday vulnerable because they all use the same credentials
- Best defense is two-factor authentication which adds a second level of verification of one's identity
 - First factor-something you know-your password
 - Second factor-something you have-cell, tablet, or land-line
 - After you enter your password, you can then authenticate the login by push notifications, text message, or a phone call
- Two-factor authentication is available on Office365, VPN and is coming soon to MyMC
- Currently enrollment is voluntary and is encouraged. VPN users will be required to enroll by October 29, 2017
- How to enroll – https://www.montgomerycollege.edu/2fa_enroll
- Additional information presented – remember to protect your password. Send any suspicious emails to the IT Department. Report phishing activity. If email is determined to be malicious, the IT Department will notify you
- Conversation occurred about using an electronic direct deposit process vs. a paper form. Question was raised if this presents too much of a risk in light of malicious activity
- IT representative said it was a balance between security and employee convenience. For productivity reasons, electronic deposit is a good thing. IT Department is asking Workday for the ability/functionality to mask bank account numbers

Campus Construction Updates

James Gillis was not in attendance at today's meeting.

2017-2018 Council Goals Discussion

- Members were provided with a handout that contained three goal ideas. They were encouraged to write or verbally provide comments on those goals and/or provide other possible ideas to pursue
- Discussion occurred concerning the following three ideas:
 - (1) “Ask Us” information initiative
 - (2) Documenting and tracking constituent concerns
 - (3) RV Campus Safety
- Comment made - the “Ask Us” initiative should involve partnering with the Welcome Center and/or Student Council
- Discussion occurred about the issue of communication as a possible goal
- Discussion occurred about a goal that would assist in providing a referral service to students who have general information needs. It was discussed that the main telephone number for the College (240-567-5000) is used as a referral service for students
- Based on the verbal and written comments received during the meeting today, Shelly Jablonski will rework the goal statements. She will send members the reworked statements via email in order to gather any additional input and/or comments
- Goals are due to Tacy Holliday at the end of October

Future Agenda Items

Student involvement in construction project meetings

Announcements

None

Adjournment

3:30 p.m.

Submitted by Shelly Jablonski, RV Council Secretary