
MONTGOMERY COLLEGE GOVERNANCE

Rockville Campus Council

November 17, 2020

via Zoom

2:00 – 3:30 p.m.

Attendees:

- Members present: Christine Tracey (Chair), Carrie Fitzgerald (Vice Chair), Nghi Nguyen (Secretary), Kathryn Davis, James Mitchell, Chantal Vilmar, Katherine M. Goldstein, Jennifer Page, Andre Ferguson, David Neumann, and Justin 'Matt' Hicks.
- Proxies present: -
- Members Absent: Veronica Carbajal & Joanne Carl.
- Invited Guests: Allison Whaley (Ombuds Office), John Hamman (Chief Analytics and Effectiveness Officer), James Gillis (Facilities), Carla Ammerman (HRSTM), Shakenna Adams-Gormley.

Call to Order

- The regular meeting was called to order at 2:00 p.m., by Chair Christine Tracey.

Constituent Concerns

- No constituent concerns.

Approval of Minutes

- October minutes were approved. Nghi motioned. Andre seconded.

John Hamman, Enrollment Trends

- Fall Enrollment Highlights
 - Total Number of Credit Students: 20,037
 - First-Time Ever in College: 3,588
 - Fall 2019 to Fall 2020 Retention of New Students: 64.3%
 - High School Dual Enrollment: 1,532
 - Average Age: 23.8
 - Female: 55%, Male: 44%
 - Part-Time Students: 65.6%, Full-Time Students: 34.4%
 - Average Course Load: 9
- 4-Year Bill Hours Trend by Campus (2017 – 2020)
 - Germantown: -14%
 - Rockville: -20%
 - Takoma Park/Silver Spring: -21%
 - Distance Learning: 31%
 - Collegewide: -13%
- 4-Year Headcount Trend by Campus (2017 – 2020)
 - Germantown: 14%
 - Rockville: -6%
 - Takoma Park/Silver Spring: 6%
 - Distance Learning: 27%
 - Collegewide: -12%

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- Average Age of Students
 - 2016: 25
 - 2017: 24.8
 - 2018: 24.7
 - 2019: 24.4
 - 2020: 23.8
 - Key Dates
 - Winter session and spring semester open now for registration
 - Winter classes begin December 21
 - Spring classes begin on January 25
 - Second half spring classes begin March 29
 - Key Take-Aways
 - Students are taking advantage of structured remote teaching (SRT) to take classes on multiple campuses
 - MC has seen decreases in most areas but less national trends
 - Student body is slightly younger, more female
 - Percentage of students in each race/ethnicity group has remained relatively consistent

Allison Whaley, Ombuds Office

- What is an Ombuds?
 - MC Office of Ombuds operates in accordance with the Office of Ombuds Charter and the Ethnical Principles and Standards of Practice of the International Ombudsman Association.
 - Independence, Informality, Neutrality and Impartiality, and Confidentiality
- Role of Ombuds
 - Active Listening, Trust and Truth, Acting Outside Convention
 - Empower, Support, and Provide Customer Service
 - Acting as a guide to resolution
- Main purpose of the MC ombuds is to help all employees seek confidential assistance in resolving workplace concerns
- The ombuds helps employees develop and analyze a range of options so the employee can make more informed decisions about what they may or may not want to do in addressing their concerns.
- Contact the Ombuds
 - Phone: 240-234-0567
 - Email: ombuds@montgomerycollege.edu
 - Meetings scheduled by appointment:
<https://www.montgomerycollege.edu/offices/ombuds>
 - Office will be located in Science Building on the Rockville Campus

Chair's Report

- [Presidential Dialogue Series, Dec. 3](#) with Rep. David Trone and Jeffery Robinson, 2 p.m. "Building Racial Justice through Law" This event will be live-streamed. Please submit your questions to PresidentialDialogue@montgomerycollege.edu by Friday, November 27.
- [ELITE Workshop Series – Small Changes, Big Effects](#) - Register for one or for all in MC Learns
 - November 30, 2020, 10 to 11 a.m. - *Building Community in the Virtual Classroom*
 - December 18, 2020, 2 to 3 p.m. - *Providing Effective Feedback Remotely*

- January 11, 2020, 6:30 to 7:30 p.m. - *Promoting Student Engagement in the Remote Teaching Environment*
- February 19, 2020, 1 to 2 p.m. - *Fostering Autonomy and a Growth Mindset in Your Students*
- [Virtual Saturday Morning Children's Theatre Series](#) Presents Anne of Green Gables, Nov. 21 tickets - \$5
- Links to Student Emergency Assistance, Communications, and Guidance: <https://www.montgomerycollege.edu/coronavirus/>
- Wednesday, November 18, at 3 p.m., James E. Proctor Jr. Forum on Education, Leadership & Innovation, a virtual forum highlighted by an impactful conversation about the impact of the COVID-19 pandemic on higher education, featuring Bowie State University President Aminta H. Breaux and Montgomery College President DeRionne P. Pollard.
- Early Childhood Education virtual job fair. More than ten employers will be present to offer opportunities to students in all majors. The event will be on Wednesday, November 18, 2020, from 6:00PM-7:30PM. Please [click here](#) to pre-register for the event.
- To get financial aid to help pay for your classes, you must file either a FAFSA or MSFAA form. It is the first step in applying for financial aid. The College is offering remote sessions every Monday from 1:00PM-4:00PM and Tuesday from 4:00PM-7:00PM. To sign up for the sessions, please visit: <https://www.montgomerycollege.edu/events/fafsa-fever/days.html>
- [New Student Enrollment Information \(Virtual\) Walk-In Hours](#)
 - September 22, 2020 – January 28, 2021
 - Tuesdays: 10 a.m.–12 p.m.
 - Wednesdays: 1–4 p.m.
 - Thursdays: 5–7 p.m.
 - [Join us via zoom](#)
- Mindful Mondays - To join at 12 p.m: <https://bit.ly/2xu4c5Q>
- Conversation with Leadership December 10 at 2 p.m.
- Marketing/Communications and the OIT Web Services team will be launching the refreshed MC homepage and website header/footer before Thanksgiving. Many enhancements include full-width "ambient" video at the top, overall improved accessibility, and a far shorter "vertical scroll."
- FY21 Presidential Assessment and Institutional Goal Accomplishments
 - Advance, monitor, and assess progress towards Board of Trustees Student Success Goals
 - Advance work on implementing and monitoring key student success initiatives
 - Identify and remove barriers to increase access to MC
 - Ensure workday implementation to 85%
 - Develop institutional transfer scorecard to advance student transition from MC to 4-year institutions - Evaluating how students experience transfers
 - Meet BOT FY22 Budget Expectations/Advocate for Budget - Tuition – don't want to outprice ourselves
 - Develop benchmarks to assess student satisfaction
 - Embrace journey toward Anti-racism organization
 - Drive workforce and economic development strategies with County and private sector - PIC MC

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- Protect our mission and outcomes and sustainability - Need to think about what risks are acceptable and what are not acceptable; Workforce will be different in the future – plan for now and future; Technology Master Plan
 - ELITE Updates
 - [Employee Professional Development](#)
 - First quarter – 78 workshops with 2069 attendance
 - People like opportunities that virtual space provides – reduce commute time
 - Cohort Programs – all programs will begin in Jan/Feb
 - [Developing the Skillful Supervisor](#)
 - [Global leadership Cohort](#)
 - [MC Management](#)
 - Structured Remote Teaching – get faculty ready to teach in remote environment
 - [Learning Pathway Programs](#) – looking for suggestions for new programs and pathways
 - Additional programs
 - Getting Things Done
 - Zoom Rooms – Remote Working Tip of the Week

Goals Discussion

- Each council submits a list of its goals (a minimum of 2, not to exceed 3) to the Director of Governance and cc College Council by October 30. Councils will complete a brief annual report based on these goals by May 21, 2021.
- Goal #1: Author and disseminate a bimonthly Campus Council Newsletter
- Goal #2: Support Student Success by Volunteering for Mobile Market and/or attend an online [Theatre Performance](#)

Meeting Adjourned at 3:30 p.m.

Respectfully submitted by
Nghị Nguyễn, Rockville Campus Council Secretary