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## MONTGOMERY COLLEGE GOVERNANCE

Rockville Campus Council

May 3, 2022

via Zoom

4:00–5:30 p.m.

### Attendees

- Members present: Katherine M. Goldstein (Chair), Sullivan Voss (Vice Chair), Jennifer Page (Secretary), Anne Briggs, Tendai Johnson, Phuoc Dang, John Coliton, Andre Ferguson, Elizabeth Melanson, Sullivan Voss, Justin Hicks, Katherine Goldstein, Matthew Sandee, Samuel Dina, Joanne Carl, Elizabeth Ridings, Rebecca Fuchs, Lisa Hackley
- Proxies present: None
- Members Absent: David Burkart, Jean Desire Deutcheu, Hayatullah Khan
- Guests: Kimberly Kelley

### Call to Order

- The regular meeting was called to order at 4:01 p.m. by Chair Katherine M. Goldstein. The meeting was recorded for internal use only.

The meeting began with each member introducing themselves.

### Approval of Minutes

The April 2022 minutes were approved as written. Andre Ferguson motioned to approve. John Coliton seconded.

### Constituent Concerns

- Justin Hicks: A lot of loud noise outside the first floor outside of the new Student Services building. It's very loud outside of his office and he can't hear students on the phone. Several other members in his office has expressed similar difficulties.
  - Dr. Kelley: there is currently a project to create additional space for IT on the lower level of the Student Services building. She will find out if there is a project manager assigned since it is since it is a building project. She will find out if it is Jamie Karn or Kerry Norberg, and she will report back with specifics on the time frame.
    - During the meeting, Dr. Kelley heard back from Jamie Karn. The nature of the project is called the Point of Presence Project (or POP), right below Financial Aid, on the first floor. The person responsible for the project is Joe Marshal, and Jamie has requested an update on the anticipated duration of the noisy work. He will forward the response to Dr. Kelley when Joe returns from vacation on May 4.

### Chair's Report (Katherine M. Goldstein)

- Welcome to the 2022-2023 members
- Commencement – volunteers needed!
  - Volunteers are particularly needed for Friday.
  - Thursday and Friday, May 19 and 20 at 10am
  - Ceremonies
    - Last names A–L: Thursday, May 19

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- Last names M–Z: Friday, May 20
    - To volunteer: <https://www.montgomerycollege.edu/events/commencement/index.html>
  - Council goal setting:
    - The council’s goals involved supporting the arts and supporting mental health on campus. The council members divided up into two committee.
    - Supporting the Arts Committee:
      - Sullivan Voss gave an overview of what the committee accomplished
      - The goal included a group selfie to help promote and engage with the RV campus ArtsWalk event.
        - Katie Goldstein, Joanne Carl, John Coliton, Elizabeth Melanson, and Sullivan Voss met on Tues 19th, 4pm (during our RCC normal council timeslot). The photo is included at the end of the minutes.
      - For those who were unable to meet the group at that time, members were encouraged to attend other ArtsWalk events and take a selfie.
    - Mental Health Committee:
      - Elizabeth Ridings gave an overview of what the committee accomplished
      - The goal involved promoting an “Exercise is Science on Campus” Zoom-based student program that focused on stress management. The members were encouraged to attend ‘Mindfulness Exercises for Stress Management at the Desk’ on Thursday April 28<sup>th</sup> 12:30-12:45pm. Katie took a screenshot of the attendees, about 19 in all. Joanne Carl’s students created advertising for this event during their Friday newscasts.
      - Represented by Katie Goldstein and Sullivan Ross participated on the College Council Mental Health Ad Hoc Committee, with the result being a campus-wide digital signage message titled “People Who Will Listen Are Out There” that outlined resources. Photo of the digital display is at the end of these minutes.
  - The council welcomed many speakers this year:
    - October – Suzette Spencer on the MC Library, and Elizabeth Melanson on MC Arts
    - November – Nik Sushka on ATPA services, and Sharon Bland on MC Pride and Allies
    - December – Chevelle Glymph on MC COVID logistics
    - February – Jason Franklin on Combat2College and MC veteran services
    - March – Sharon R. Wilder on the Office of Equity and Inclusion Annual Report update
    - April – Elizabeth Melanson on April and May MC Arts events and Stephanie Will on SHaW center services
  - The council addressed seven constituent concerns this year.
    - Each concern was reviewed to check up on the status and whether the concern was addressed adequately.
    - These are included at the end of these minutes.
  - Emergency support: new HEERF III grant
    - Federal ARP Student Emergency Assistance Grant Request
      - As a result of the American Rescue Plan (ARP) Act of 2021, Montgomery College received funds through the Higher Education Emergency Relief Fund III (HEERF III).
      - We are distributing these funds to students to help cover emergency costs related to the coronavirus pandemic. The money can be used for food, housing, health care, child care, tuition, or other school-related fees and expenses.

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- In addition to federal (Title IV) financial aid eligible students, new guidance will now allow federal emergency assistance for Maryland Dreamers, DACA students, and other similar undocumented students. International students studying under F1 and on other visas are also now eligible to apply.
  - Students enrolled in credit, noncredit, and dual enrollment classes at MC for spring 2022 are eligible for these funds.
  - <https://www.montgomerycollege.edu/return-to-campus/heerf-grants/student-emergency-assistance-request.html>
  - <https://www.montgomerycollege.edu/coronavirus/students/financial-assistance-resources-support.html>
  - Rockville campus pantry
    - This food and hygiene drive will be November 29<sup>th</sup>-December 17<sup>th</sup>. However, you are encouraged to donate at any time. Items can be delivered to the SHaW Center in the Long Nguyen & Kimmy Duong Student Services Center (SV), Suite 316.
    - Below is a list of popular and need items:
      - Canned Vegetables, Soups, Beans and Fruits
      - Dry Pasta, Beans and Rice
      - Canned Fish and Meat (Tuna, Chicken, Ham, etc.)
      - Cereal, Oatmeal, Applesauce
      - Pancake Mix & Syrup
      - Peanut Butter and Jelly
      - Boxed and Canned Meals: Soup, Spaghetti's, Mac & Cheese, Hamburger Helper, Tuna Helper, Ramen Noodles
      - Powdered, Canned or Shelf-Stable Milk
      - Bottled drinks (juice or water)
      - Hygiene items (a very big need): soap/shower gel, deodorant, shampoo/conditioner, lotion, feminine care products, lip balm, toothpaste/toothbrush
      - **Please, no glass.**
  - Crisis and personal resources
    - If you are experiencing a mental health crisis please call, text, or chat 24 hours a day:
      - Montgomery County Crisis Hotline: 240-777-4000
      - National Suicide Prevention Lifeline: 800-273-8255. Press 1 for Veterans Crisis Line
      - Online chat support at [imalive.org](http://imalive.org)
      - Text chat support: Text "Start" to 741741
      - National Domestic Violence Hotline: 800-799-7233
    - Students:
      - <https://www.montgomerycollege.edu/counseling-and-advising/personal-counseling.html>
      - [www.montgomerycollege.edu/can](http://www.montgomerycollege.edu/can)
      - [www.montgomerycollege.edu/shaw-center](http://www.montgomerycollege.edu/shaw-center)
    - Faculty/Staff:
    - <https://info.montgomerycollege.edu/offices/human-resources/faculty-staff-assistance-program.html>

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## Provost's Report (Dr. Kimberly Kelley)

- Convocation: May 17, 3-5pm, Performing Arts Center, in person.
- End of semester picnic: May 17, 12:00 pm
  - Student Services Center in the Foyer, with boxed lunches and voucher for free drip coffee or tea at either of the MBI Cafés.
- Serenity Space: Muslim Student Association did a presentation for Dr. Kelley and a colleague in Facilities to ask for a larger space in the Science Center. The space currently consists of a shoji screen intended for one person, which can accommodate yoga or prayers, and is located in a lounge area, which is directly across from Rockville's main bus depot. The furniture has been moved to create two spaces to allow for larger space for serenity activity, as the students didn't want to move to another building for now. The longer-term solution would involve the submittal of a project request from the Muslim Student Association for consideration during a back fill (when an unassigned campus space is remodeled to serve the specific needs of the students).
- Rockville building closures for HVAC work:
  - Technical Center, beginning around May 23
  - Music Building, beginning around May 23
  - Macklin Tower, 3rd-6th floors
  - Gudelsky Institute lobby
  - Lots of people moving to other locations or teleworking
    - 2 people will move to the Student Services building
    - 1 person will move to the Science West building
    - 3 people will move to the Humanities building
    - The 2<sup>nd</sup> floor of the Counseling and Advising building will reopen to accommodate 20 staff.
      - Currently a deep cleaning is being done on the space
      - HVAC on the 2<sup>nd</sup> floor hasn't been in use for 3 years so Facilities will need to fine tune that before use.
- Complete food service turnover within Metz Culinary Management. New group and manager named Don are now here. Dr. Kelley met with Brad Bridges to talk about how to manage that relationship more effectively.

## Announcements

- Lisa Hackley from Student Life:
  - On May 5, a group of students will meet with a couple of Council members to advocate for keeping tuition affordable.
  - This week: Relaxation events
    - Yoga
    - BBQ, May 5
    - Build-a Bear
    - Student Life Awards Ceremony, May 6
    - Prom, May 14

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- Student Senate raised over \$10,000 (with a match from the Foundation) for the MC's Got Talent program in 2 and a half months.

### **Officer Nominations and Elections**

- Chair:
  - Nominees: Katie Goldstein
  - Elected: Katie Goldstein
- Vice-Chair:
  - Nominees: Elizabeth Melanson
  - Elected: Elizabeth Melanson
- Secretary:
  - Nominees: None
  - Katie Goldstein motioned to vote during the first meeting. Sullivan Voss seconded.
  - Elected: TBD

Meeting Adjourned at 5:11 p.m. Joanne Carl motioned, John Coliton seconded.

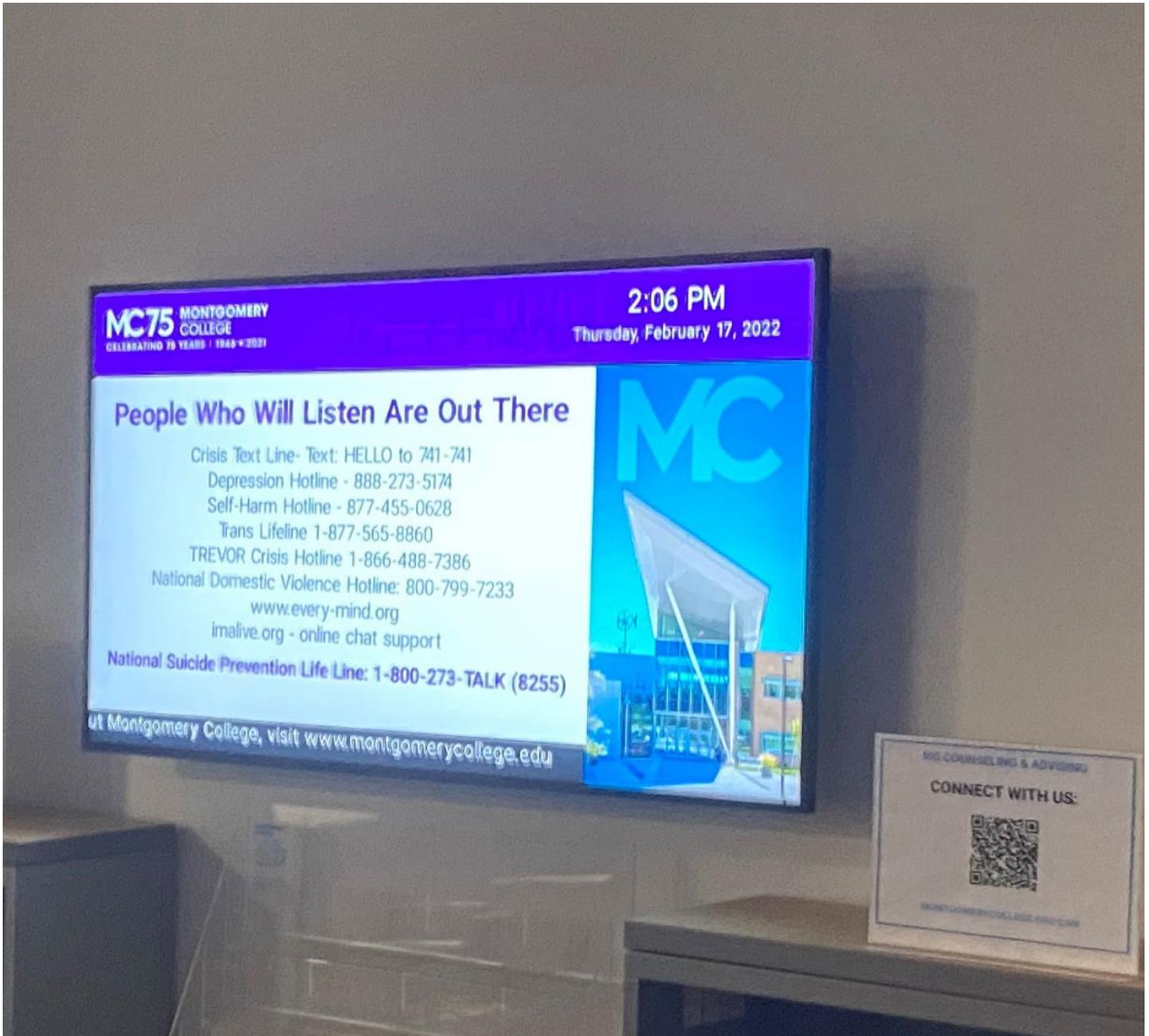
Respectfully submitted by  
Jennifer Page, Rockville Campus Council Secretary

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Rockville Campus Council Supporting the Arts Committee group photo:



College Council Mental Health Ad Hoc Committee goal:



Constituent Concerns:

Council Name: ROCKVILLE CAMPUS COUNCIL, 2021-2022						
No.	Item/Issue/Comment	Concern brought to Council by <i>(name of person(s))</i>	Council Member Assigned to person ...  <i>(include date of assignment)</i>	Date of Update	Action/Outcome	Status  <i>(Indicate if it is Pending or Close)</i>
1	Issues with timely communication to students who have submitted SAP appeals	Andre Ferguson	Justin Hicks	October 2021	Justin Hicks gathered more information and presented the concern to decision makers, which resulted in some changes to address the matter. We extended the deadline significantly, and the turnaround time goal was set to within 2 weeks of receipt.	Closed
2	Computer software access in the Construction Management building for the architecture and interior design majors: some students are having issues accessing software applications such as Auto-CAD and Revit. The solution provided to them, through The Virtual Machine, have limited licenses/spots, so access has been first-come-first-serve. Can we increase the number of licenses/spots, or are there any other workarounds other than loaner laptops?	Andre Ferguson	Matt Sandee	October 2021	Matt Sandee as the IT Rep will look into this. His supervisor was going to look at the log-ins and open up spots during crowded times.	Closed
3	Emailed concern regarding student accident response protocol on RV campus, pasted directly below: "This happened before shortly before Covid happened...there was an incident on campus of a student skateboarding...tripped and fell and got pretty scraped up, blood flowing everywhere, but not anything I felt needed	Kathleen Robbins	Katie Goldstein	January 2022	Emailed response from Adam Reid with Public Safety: "I would like our department to investigate this issue. Please let the constituent know that someone will be reaching out to	Closed

	<p>stitches...just needed a large gauze and some ointment to keep germs out. The student was actually an Early College student from MCPS and asked me where the nurses office was, We called security for first aid as the bandaids I had would not have been large enough. Security showed up with their large first aid kit but would not help out. They wanted us to call 911. It seems rather futile to have a first aid team on campus that doesn't help out. I am wondering what protocol security has in place for rendering first aid and where we could find that info."</p>				<p>obtain more information and detail from her.</p> <p>Under no circumstance would or should this happen, status does not matter, and aid will be rendered. We will need more information to help assess what occurred with the situation." After investigation, it was determined that the response had to do with the student being a minor. However, Adam Reid expressed that he wishes to provide the policy on Public Safety's first aid procedures.</p>	
4	<p>Early student workers on campus: hoping for longer open hours for the cafeteria, and they really want vending machines back.</p>	Lisa Hackley	Katie Goldstein	February 2022	<p>Brad Bridges was invited to the meeting to address this concern, so he received the concerns. He is monitoring and will expand the hours if there is traffic in the building. Brad provided information on the delay in vending machines.</p>	Closed
5	<p>Printers in the cafeteria – they say that they don't attach to thumb drives and OneDrive. There were also long lines for them, so there may be a need for more of the printers at this location.</p>	Joanne Carl	Katie Goldstein	February 2022	<p>Brad Bridges was invited to the meeting to address this concern. Joanne Carl will talk to the students again and email Brad with more detail. He will bring the café printer issue to the vendor's attention.</p>	Closed

					Joanne's students reported that there was an improvement within a couple of weeks.	
6	Learning Assistance Program: the concern is about the longevity as this is a valuable program worth keeping.	Andre Ferguson	Katie Goldstein	April 2022	Andre has been in contact with the head of the program, Dr. Carolyn Schick, who is looking to enhance the program with professors and administration to keep the program running and to maintain funding.  Katie also presented the concern to the College Council. College President Dr. Williams was present at the college council meeting. The College Council Chair and Dr. Williams both noted the concern.	Closed
7	A lot of loud noise outside the new Student Services building that is disrupting his work. Several other office colleagues have also complained.	Justin Hicks	Dr. Kelley	May 2022	There is currently a project to create additional space for IT on the lower level of the Student Services building. Dr. Kelley inquired about who is managing the project to get a sense of the project timeline. She heard back from Jamie Karn, who said that the nature of the project is called the Point of Presence Project (or POP), right	Pending

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					below Financial Aid, on the first floor. The person responsible for the project is Joe Marshal, and Jamie has requested an update on the anticipated duration of the noisy work. He will forward the response to Dr. Kelley once Joe returns from vacation on May 4.	
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