
MC GOVERNANCE

MONTGOMERY COLLEGE Staff Council Meeting Minutes

Thursday, October 6, 2016

1:00 – 3:00 PM

Rockville, MKE 115

Attendees:

- Members present: David Anthony, Diana Benson, Ola Cole, Shane Doyle, Beth Mole, Kaylin Nguyen, Nghi Nguyen, Andrew Scheppler, Annie Shane, Chris Standing, Donna Wilson
- Members excused: Chris Cusic, Rowena D'Souza, Linda Hankey, Stacey D. Miller,

Call to Order

Chair David Anthony called the meeting to order at 1:04 PM and announced that proceedings were being recorded.

Constituent Concerns

- Ms. Laura White, Multicultural Training Specialist
Center for Professional and Organizational Development (CPOD), Germantown
 - CPOD went through a reorganization in August 2016. Two staff members were re-classified at a lower grade. Members were moved to different units. CPOD now reports to ELITE, Dr. Mike Mills.
 - Ms. White would like to know why the change model adopted by Governance in 2015 was not implemented in this case, and how the College decides, implements, and announces changes that occur.
- Ms. Janet Campbell, Tech Project & Plan Analyst via Staff Council email box
Office of Information Technology (OIT), OITB
 - Concerned with the new service building regarding the cubicle configuration and the noise and distraction this design will bring to employees who are sitting in these cubicles.
 - Concerned with telework approval process. Right now, approval is at the supervisor's discretion. There should be a general policy on telework at the College instead of leaving it to the supervisor.
- Mr. Nghi Nguyen, Web Specialist
E-Learning, Innovation, and Teaching Excellence (ELITE), Germantown
 - Wellness Coordinator, Ms. Lili Rojas, reminds staff about the upcoming Next Generation Wellness at Work Program events.

Approval of Minutes

The September 15, 2016 meeting minutes were approved unanimously.

MC Foundation

Noah Saposnik, Annual Fund Manager

Advancement & Community Engagement/Alumni Relations & Annual Giving

- MC Foundation raises money for several priorities for Dr. Pollard and the Board of Trustees to assign to scholarships such as Emergency Assistant for Students, Emergency Assistant for Employees, ACES, etc.
- Last year, students received 2000 scholarships totaling \$2.4 million.

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- Average scholarship award for students is \$1,000.
 - Employees can contact the Foundation, or Mr. Saposnik, to give back.
 - Employees can give a small amount that will come out of their paycheck every two weeks.
 - Contributions can be discontinued at any time; there is no long-term commitment.

Cybersecurity Awareness Month

Annie Shane, Policy & Planning Analyst

Office of Information Technology

- In the future, there will be more online training for employees on Phishing.
- There will be a new reporting tool for employees to report phishing e-mails coming soon.
- Forward questionable e-mails to the IT Service Desk.
- Contact Ms. Shane if any unit/department wants to receive training on phishing for their staff.

Chair's Report

- Blue Ribbon Taskforce – fill out form in email if you want to be on the task force. You can also nominate another MC employee through this form.
- Compliance Memo – view the annual Security report.
- Staff Council Newsletter – had positive comments to the newsletter.
- Be sure to read Linda Hankey's interview about her experience in Governance in Inside MC.
- Last SALT meeting
 - Nice open dialogue and discussion with Dr. Cain.
 - Dr. Cain encourages everyone to attend at least one Board of Trustee meeting.
 - April 27th – Trustees Information Day, trustees will visit the campuses and talk to students.
- FY17 Compensation – pay increases; communication should have been clear regarding the bonus situation.
 - Possible CPOD training class on budget cycle.
- Ombuds
 - Dr. Cain encourages meeting the new ombudsman, Julie Weber Schwartz.
- Security Walk Through
 - MC Security arranged for local police to visit and walk through the RV campus.
- New Building
 - Move will begin on February 2017
- Achieving the Dream Core Team and Data Team
 - No Staff Council member is on the team.
 - Non-Staff Council member listed as being a Staff Council representative.
 - Mr. Scheppler made a motion for Staff Council chair to recommend to the Achieving the Dream and the Blue Ribbon Taskforce not use Staff Council and use Staff Representative unless the membership is Staff Council members. The motion was seconded and passed. In favor: Benson, Doyle, Miller, Mole, KNguyen, NNguyen, Scheppler, Shane, Standing, and Wilson. None opposed.

Tracking Report

- Most constituent concerns are now closed.
- New concerns were added.

FY16-17 Goals

- One goal needs to be Student Success related.
- Ms. Benson will formulate this goal.

Policy 31006

- Discussion of Policy 31006 moved to October 20, Staff Council meeting.

Policy 34002

- Mr. Standing and Mr. Scheppler have recommendations and will forward to Staff Council chair for review.

HRSTM Realignment

Robert Roop, Interim Chief Human Resources Officer

HRSTM AFS

- HR is currently studying the Compensation Program.
- The college is doing a market survey of positions to look at MC compensation system as compared to the market.
- Aon Hewitt will study 200 jobs.
- Compensation 101 workshop will start in January 2017.
 - There will be eight or nine sessions over 3 days.
- New compensation and classification model will come out in FY19.

Adjournment

The meeting adjourned at 3:15 PM.

Submitted by Nghi Nguyen,
Staff Council Secretary