
MC GOVERNANCE

MONTGOMERY COLLEGE Staff Council Meeting Minutes

Thursday, October 20, 2016

1:00 – 3:00 PM

Rockville, 40 West Gude, 110

Attendees:

- Members present: David Anthony, Diana Benson, Ola Cole, Chris Cusic, Rowena D'Souza, Stacey Miller, Beth Mole, Kaylin Nguyen, Nghi Nguyen, Andrew Scheppler, Annie Shane, Chris Standing, Donna Wilson
- Administrative Liaison present: Nancy Nuell
- Members excused: Shane Doyle
- Guest: Dr. Janet Wormack

Call to Order

Chair David Anthony called the meeting to order at 1:00 PM and announced that the proceeding was being recorded.

Constituent Concerns

- There were no constituent concerns.

Approval of Minutes

The October 6, 2016 meeting minutes were approved unanimously.

Chair's Report

- Take note of the memo from the Compliance Office sent out on October 7th regarding the Equity in Athletics Disclosure Act.
- Open Enrollment begins October 24th.
- Take note of the MC Communications memo sent out on October 18th regarding leave carryover. Deadline to carryover leave for this year is December 16th.
- October 6th was the last day to submit names for the Blue Ribbon Taskforce on Student Spending for Success.
- There is a need for Staff Council representative to serve on the College Area Review Committee.
 - Ms. Wilson volunteered to serve.
- Third Annual Ombuds Report was released on October 20th.
- Ms. Lili Rojas wants to remind staff of the Next Generation Wellness at Work Partnership event at the main campuses.
- Liaison Reports are due for the next Staff Council meeting.

FY 17 Goals

- Mr. Scheppler suggested adding Staff Enrichment Day to the Outreach and Communications, under Specific Activities.
- Mr. Standing had a concern on how to measure the job shadowing portion of the goal.
 - Ms. Benson suggests doing half-day or a whole day for job shadowing, and this activity can occur any time during the FY.
 - Mr. Nguyen suggested asking staff members to volunteer for job shadowing based on

their job and let student picks the person he/she wants to shadow based on their career choice.

- Mr. Standing volunteered to be the liaison for Student Council meetings.
- Ms. Benson motioned that an Ad Hoc Committee be created for Goal 3, Student Engagement and Success, job shadowing activity. Mr. Scheppler amended that the ad hoc committee members be appointed by the Staff Council Chair. Ms. Wilson seconded. In favor: Benson, Cole, Cusic, D'Souza, Miller, Mole, KNguyen, NNguyen, Scheppler, Shane, Standing, and Wilson. None opposed.
 - The motion: an Ad hoc Committee be created for Goal 3, Student Engagement and Success, job shadowing activity. In favor: Benson, Cole, Cusic, D'Souza, Miller, Mole, KNguyen, NNguyen, Scheppler, Shane, Standing, and Wilson. None opposed.
 - Chair Anthony appointed Ms. Benson as Ad hoc committee Chair. Ms. Wilson and Mr. Standing agreed to serve on the committee.
- Mr. Scheppler moved to approve the goals as they are documented. Ms. Mole seconded. In favor: Benson, Cole, Cusic, D'Souza, Miller, Mole, KNguyen, NNguyen, Scheppler, Shane, Standing, and Wilson. None opposed.

Tracking Report

- The concern brought forward regarding HR005:
 - Why are staff not included in the decisions made by the College?
 - How is the adopted Change Model being implemented?
 - Chair Anthony suggested bringing in Employee Services Council and Administrative Council into this discussion.

Financial Sustainability/Budgeting

Dr. Janet Wormack, Senior Vice President for Administrative and Fiscal Services

- Dr. Wormack gave a recap of the Board of Trustees presentation regarding the College's Financial Sustainability/Budgeting.
- Four areas of focus: Financial Sustainability, Educational Excellence, Community Engagement, and Regulatory/Legislative Trends.
- Dr. Wormack will be giving the presentation to all Councils.

Policy 31006

- Staff Council members who have any comments/concerns/suggestions about Policy 31006 should go online and submit them individually.

Policies and Procedures/Staff EAP

- Mr. Standing suggested creating an Ad Hoc Committee to work with HR on creating a program that would mentor staff about EAP and insure that staff members get first access to EAP funds for their degree programs.
- There was a suggestion to replace staff who are on sabbatical leave with temporary employees.
- There was also a suggestion to invite HR associate to come and speak about the EAP program.
- Encourage staff to know about the policies and procedures, and their employee rights.

Adjournment

The meeting adjourned at 3:00 PM.

Submitted by Nghi Nguyen,
Staff Council Secretary