

MC GOVERNANCE

Montgomery College Staff Council Meeting #11 Minutes

Thursday, April 4, 2019

1:00PM – 3:00 PM

CT S301

Attendees

Members Presents: Gloria Brewer, Shane Doyle (Chair), Vickie Drake, Stacey Gustavson, Linda Hankey, Erin Hudgins (Secretary), Jamey Lawrence, Jeremi Lecuyer, Angie Moy

Members Absent: Dana Daniels, Sandra Marke, Alexander Valencia-Reyes

Proxy: Jamey Lawrence for Shakenna Adams-Gormley (Vice Chair), Erin Hudgins for Luis Santiago

Call to Order

Chair Shane Doyle called the meeting to order at 1:02pm. The meeting was recorded for internal use.

Constituent Concerns

- TPSS Council Meeting- constituent concern was voiced about staff not getting the week off for spring break. The constituent feels that faculty getting the week off alone was inequitable and believes staff should have the week off to increase morale.

Approval of Agenda and Previous Minutes

Minutes for March 7, 2019 and February 21, 2019 approved as amended, and agenda was approved as written.

MC2025 Planning Committee Update- Vickie Drake

- The draft of the goals will be submitted to the next B.O.T. meeting on Monday April 8, 2019 and the following Monday April 15, 2019. The current goals are:
 - Empower students to start smart, succeed, and soar.
 - Enhance transformational teaching practices and learning environments.
 - Fuel the economy and drive economic mobility.
 - Build, engage, strengthen, and tend to community partnerships.
 - Invest in our employees.
 - Protect affordability.
- All of the campus forums were well attended except the Takoma Park Silver Spring campus and the Rockville campus.
- The Westfield South forum was canceled due to scheduling issues.
- More campus forums will be scheduled for late April 2019, after the draft is released for review.

Council Liaison Reports

Rockville Council

- Friday April 12, 2019 the Science Center will receive Stan the T-Rex from Discovery Channel Network. The T-Rex will be displayed in the lobby the Science Center.
- The Student Services Building has been delayed the new move in date is January 2020.
- North Campus Drive will be re-paved this summer.
- Parking Lot 9 will be out of commission due to re-paving in early summer.
- The Serenity Room in the Science Center room 284 is complete.
- Maryland House Bill 727 has \$500 million for secondary and post-secondary education. Please contact your representatives to ask them to support it.

TPSS Council

- One of their goals is to increase student involvement and they have been working with the Provost's Office to create the Campus Student Spotlight.
- Math, Science South, and Falcon hall building will be torn down, one employee parking lot will be closed during the process and will be much smaller when it re-opens.

Operational Services Council

- An IT committee has been created to consolidate applications and systems used at the college.
 - Looking into web conferencing products, they have recommended Zoom for implementation. Zoom is ADA compliant.
- There was a presentation from public safety regarding the upcoming lockdown drill.
- Discussion about mail delivery presented by Sandra Marke.
- 2 factor authentication (2FA) will be coming out soon as requirement for all employees.

Employee Services Council

- HRSTM update: the performance evaluation reviews will be done by Aug 16th.
- New Alternate Work Schedule policy will be out for comment soon.
- Union negotiations are in progress.

EAP Communication Resolution- Shane Doyle

Erin Hudgins moved to adopt the EAP Communication resolution as written which states that the Montgomery College Staff Council respectfully requests that Montgomery College:

- Add to the HRSTM website a widget that continuously shows the amount of EAP funds currently remaining without the need for anyone to manually update the website as funds are used.
- Prominently add to the HRSTM website, and future communications to the College community about EAP, an explanation of the fact that employees can encumber EAP funds in advance and the process by which one would do so.
- Send an email when any EAP fund has only 30% left, and also when there is only 10% left.

Linda Hankey seconded the motion. The resolution passed unanimously and will be forwarded to the College Council.

Equity & Inclusion Survey Resolution- Shane Doyle

Vickie Drake moved to adopt the Equity and Inclusion Survey Executive Summary resolution as written which states that the Montgomery College Staff Council would like to formally thank Montgomery College Management for releasing the Executive Summary of the latest Equity and Inclusion Survey to the entire College community. Jamey Lawrence seconded the motion. The resolution passed unanimously and will be forwarded to the College Council.

Staff Enrichment Day Recap- Shakenna Adams-Gormley

The recap on Staff Enrichment Day will be moved to the next meeting.

PACEI Updates- Stacey Gustavson

- Apr. 30, 2019 Equity and Inclusion summit
 - There is still room for employees and students to attend.
 - It is recommended students to attend the latter half of the day as they would receive lunch.
 - The theme is From Awareness to Action.
 - The employee afternoon session is on bias and awareness of bias will have a small amount of pre-work to do.

Tracking Report Update- Shane Doyle

- EAP communication recommendation is now closed.
- Currently open is the constituent concern for staff to have the full week off for spring break.
- Currently 13 concerns have been addressed on the tracking report for this year.

Chair Report- Shane Doyle

- Two more College Council meetings left: April 30, 2019 and May 14, 2019.
- Two Staff Council meetings left: April 18, 2019 and May 2, 2019.
- The May meeting will be a pot luck meeting. The newly elected Council Members will be announced at the May meeting and officer elections will be held.
- Ali Fadl has moved to TPSS as the Interim Director of Facilities and is no longer eligible for his seat on the Council. His seat will be filled by the next Staff Council Chair.
- Shane Doyle's term as Chair will end May 2019.
- Shakenna Adams-Gormley presented the Staff Council's Governance Training and Communication recommendation to the College Council. It passed and will continue in the process to the President.
- 2 Student Council recommendations were passed.
 - One for all college academic resources to be included on all syllabi as a requirement.
 - One for a Scholarship Resource Fair to be held every semester campus wide.
- The College Council had their Constituent Conversation dinner meeting with the Board of Trustees.
 - A concept was brought up regarding classes that are only offered on one campus having a remote viewing/participation capability for students that can't travel to that campus.

Announcements/Agenda Items for Next Meeting

- The transportation ADHOC committee discussion recap update.
- Constituent concern regarding Spring Break update.
- Staff enrichment day recap.
- Standard updates from our Committee Members and Liaisons.
- Civility Language.

Adjournment

The meeting adjourned at 2:37pm.

Submitted by Erin Hudgins
Staff Council Secretary