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## MONTGOMERY COLLEGE GOVERNANCE

### Staff Council

November 5, 2020

Via Zoom

1:00pm-3:00pm

#### Attendees:

- **Members Present:** Shakenna Adams-Gormley (Chair), Daphne Alfelor (Secretary), Brooke Crothers, Dwayne Henry, Surayya Johnson, Carroll Rollman, Christopher Standing, Kristina Schramm, Amanda Stroud, Matt Wilson
- **Members Absent:** Ramon De La Cruz, Alton Henley, and Tilandra Rhyne

#### Call to Order

The regular meeting was called to order at 1:02 pm by Chair Shakenna Adams-Gormley.

#### Meeting Minutes

- The minutes for the October 15, 2020 meeting was approved as prepared.

#### Constituent Concerns:

- No constituent concern reported.

#### Fraud Investigation

- Donna Schena shared that in September 2019 Montgomery College became a victim of fraud. It was a targeted attack where outside criminals allowed funds be stolen from the College and place it in a fraudulent bank account.
- The timing of October 1 communication was directly related to completion of the College's annual financial statement audit. Clifton Larson Allen is the certified public accountant who performed the audit.
- \$2.8 million was stolen. The amount was invoiced by a legitimate vendor contracted by the College. The legitimacy of the invoice was verified by MC staff and multiple departments.
- Criminals were able to manipulate the College's process and allowed the fund to be diverted to a fraudulent bank account. The College acted very quickly and recovered \$1.1 million (39% recovery).
- Contacted law enforcement agencies including FBI, banking partners, institutional creditors, and the County Inspector General.
- Internal investigation was conducted. No evidence of employees involved.
- Net loss is \$1.7 million (.5% of the College's FY20 budget). Net loss is not preventing the College from continuing standard operation.
- No new information from FBI related to the investigation. Investigation can take years.
- Several internal controls implemented including fraud awareness training completed by 300 employees, cybersecurity training (2,000 employees participated), and hired audit firm independent from Clifton Larsen Allen to perform an audit of our internal financial controls, vendors and contract management practices.
- The College will not ask the County to make up the loss in the funds.

- The College is able to manage and absorb the loss within internal resources.

### **Unfinished Business**

- **Goals**
  - Shakenna Adams-Gormley submitted Staff Council goals at the end of October.
  - Council members expressed approval of the goals.
- **Posthumous Benefit – Tuition Waiver for Dependent Children of Deceased Montgomery College Employees**
  - College Council provided feedback to make some changes to the recommendation including effective date, satisfactory academic progress (SAP), and eligibility.
    - ❖ Effective date is retroactive to June 1, 2020.
    - ❖ Student should be making satisfactory academic progress.
    - ❖ Specify that tuition waiver covers tuition and credit classes only. Fees are not waived.
    - ❖ Discussed if eligibility regarding years of service should be changed.
  - Amanda Stroud motioned to table revised tuition waiver recommendation until eligibility is verified with HRSTM. Chris Standing second the motion with all in favor.
  - Amanda Stroud will contact HRSTM and verify tuition waiver eligibility.

### **New Business – Academic Planning Session Update**

- Academic Affairs meeting was held today and discussed articles on higher education: “Post-Pandemic College - Teaching and Learning” and “Post-Pandemic College - Student Experience and Disadvantaged Students.”
  - Examined how the pandemic will shape higher education.
  - Discussed how the College must develop and adapt to the post-pandemic teaching and learning and expand support to growing numbers of disadvantaged students.

### **Chair’s Report – Shakenna Adams-Gormley**

- **P&P 31003: Conflict of Interest** (<https://www.montgomerycollege.edu/policies-and-procedures/>)
  - Shakenna Adams-Gormley will submit comments on behalf of Staff Council this week.
- **College Council Update**
  - Staff Enrichment Day recommendation was not submitted to College Council due to time constraint. Memo will be discussed at the next College Council meeting.
  - Westat donated \$500,000 to MC Foundation for the MC Scholars program.
  - MC2020 – Student Life and Community Engagement was named Maryland Census Champion. Montgomery College Complete Count Committee reached out to over 4,466 people.
  - Lockheed Martin donated \$75,000 for student emergency fund.
  - LDI was cancelled this year but will resume next year. More information will be posted on MC’s website.

### **Announcements and Agenda Items for Next Meeting**

- Tuition waiver alignment with established procedure.

**Adjourned at 1:52 p.m.**

Respectfully submitted by  
Daphne Alfelor, Staff Council Secretary