
MONTGOMERY COLLEGE GOVERNANCE

Staff Council

March 4, 2021

Via Zoom

1:00pm-3:00pm

Attendees:

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

Call to Order

- The regular meeting was called to order at 1:01 pm by Chair Shakenna Adams-Gormley.

Meeting Minutes

- The minutes for the February 18, 2021 meeting was approved as written.

Unfinished Business

- Constituency Concerns Follow Up –
 - Flexible work arrangements outside the local area – Forwarded constituency concern to Employee Services Council.
- Actively working on our goal to contact 2nd and 3rd shift employees. Shakenna Adams-Gormley drafted a letter and will send out correspondence to 2nd and 3rd shift employees next week.
- Ramon De La Cruz will send out video script to Shakenna Adams-Gormley for edits.

Chair's Report – Shakenna Adams-Gormley

- P&P 43002CP – Board of Trustees Grants and Scholarships are still open for public comments.
- P&P 66004 and 66004CP – Information and Communication Technology Accessibility are open for public comments until March 29, 2021.
- Shakenna Adams-Gormley participated in two Governance informational sessions. First session had low attendance but second session had 15 attendees.
- **College Council Updates**
 - Governance elections – nominations are from February 26 – March 10.
 - Information on the Ascend Student Parent Initiative program is forthcoming.
 - Reminder to post events on the College calendar.
 - Governance will have a Q&A meeting with Dr. Pollard tomorrow.
 - Council chairs will have a meeting with the Board of Trustees on April 19.
 - October 19, 2021 will be Advising Day.
 - 2022 Calendar – Two-day spring break on March 17-18.

- Mental Health First Aid Certification for Faculty and Staff is on March 24.

Motion

- Amanda Stroud motioned to take a recess until 2:00 p.m. Ramon De La Cruz second the motion with all in favor.

Employee Compensation Program- Lynda von Bargen, Bill Weich, and Sharon Parker (HRSTM)

Employees will be able to view total compensations on demand through Workday starting January 1, 2022.

- Compensation Philosophy
 - Fair and Equitable
 - Compliant
 - Fiscally Sustainable
- Concept of Total Compensation
 - Educate and promote total rewards compensation model – includes base pay and benefits
 - Constant and consistent stewardship
 - Maintenance Review Schedule
- Total Rewards – Additional Benefits
 - Health insurance
 - Wellness program
 - Educational Assistance/Tuition Waiver
 - Retirement
 - Vacation/Sick/Personal Leave
 - Holidays
 - Faculty & Staff Assistance
 - Professional Development Sabbatical/Professional Development Leave
 - Recognition Awards
 - Flexible Savings Accounts
- 2020-2021 Procedure Modifications
 - Degree Attainment Award – Moving from a percentage increase to one-time payment of \$1500 effective July 1, 2020
 - Equity Reviews – Reinstated with greater controls effective July 1, 2021
 - Longevity Awards – Moving from \$1,560 added to base salary to a one-time payment of \$1,560 effective July 1, 2021
 - Promotional Standards – Adjustments consistent with market-based compensation effective July 1, 2021
 - Overtime Pay for Exempt Employees – Does not require overtime pay for exempt employees effective July 1, 2021
 - Special Project Pay – Recognize significant work requirements for major initiatives effective July 1, 2021

Announcements and Agenda Items for Next Meeting

- Jane-Ellen Miller will be at the next meeting to discuss Workday updates.

Beth Reilly motioned to adjourn the meeting. Amanda Stroud second the motion with all in favor.

Adjourned at 2:30 p.m.

Respectfully submitted by
Daphne Alfelor, Staff Council Secretary