

# MC GOVERNANCE

Montgomery College  
Staff Council Meeting #8 Minutes  
Thursday, February 7, 2019  
1:00PM – 3:00 PM  
CT S301

## Attendees

*Members Presents:* Shane Doyle, Luis Santiago, Linda Hankey, Erin Hudgins, Angie Moy, Gloria Brewer, Vickie Drake, Sandra Marke, and Ali Fadl

*Members Absent:* Dana Daniels, Jeremi Lecuyer, Jamey Lawrence, Alexander Valencia-Reyes

*Proxy:* Erin Hudgins (for Shakenna Adams-Gormley and Stacey Gustavson)

## Call to Order

Chair Shane Doyle called the meeting to order at 1:07pm. The meeting was recorded for internal use.

## Constituent Concerns

- Concern about the college improving the notification about inclement weather and school closings.

## Approval of Agenda and Previous Minutes

The December 6 minutes were approved as written and the agenda was approved as written

## MC 2025 Planning Committee Update- Vickie Drake

- Committee is now meeting every other Monday.
- Inside MC has information and a link where all draft goals are open for feedback until February 20<sup>th</sup> on the following six goals:
  - Get students in, and get students out.
  - Infuse in-scaled transformational teaching and learning practices.
  - Drive economic mobility and fuel the economy.
  - Engage in culturally responsive community collaborations.
  - Invest in each other.
  - Protect affordability.

- Committee meeting set up through June 17<sup>th</sup>.
- February 18<sup>th</sup> is the B.O.T. presentation by Kevin Long.
- Campus forums will be held in late February at each campus and off site locations.
- A second set of forums will be held in late April after the draft is released.
- The first Montgomery College 2025 Plan draft is due April 15<sup>th</sup> and the final is due June 17<sup>th</sup>.

### **Council Liaison Reports**

- Academic Services Council – still working on their project to bring the Amharic community closer to Montgomery College.
- Operational Services Council – a Faculty member brought up a concern about the Lockdown signs: that there are too many and their message conflicts with the active shooter training that is being given by the College. They also had a concern about the fact that there is no clear policy for Faculty regarding classroom management (whether or not to keep the doors locked during classes, etc.). They also shared that there will be additional Public Safety forums during the spring semester.
  - Due to the amount of discussion about these topics during our meeting, the Staff Council will monitor this subject.
- Faculty Council and Takoma Park Silver Spring council shared that they are working on their goals and information sharing.

### **Constituent Conversations Dinner with Board of Trustees (B.O.T.)**

Constituents were split into groups and they gave insight/feedback to BOT members and Administrators regarding the following questions:

- How can individual staff be involved with student success?
- How can Montgomery College increase student retention?
- Are there any P&P changes need that would facilitate student retention?

Each table discussed one of the questions, and several themes were brought up:

- Future Builders Project – allows Construction Management students an internship with MC Central Facilities to see how their lessons are applied in the real world.
- Tiny House Project – students get to design and build a tiny house.
- 3 concepts for how staff can help with student success and retention
  - Knowledge about college functions to be able to direct students appropriately.
  - Processes – knowing the processes at the college and having a receptive audience when expressing concerns about how processes can be improved.
  - Resources – having the resources needed to conduct our jobs, and having resources that provide a guide to services/processes at the college for staff referral, and having resources to provide to the students.

- Funding – knowing that funding is about more than just having money to give to students in need, but also the legal rules and regulations regarding financial aid and other aid sources.

Erin Hudgins moved to make a recommendation to create and provide training for administrators and supervisors about Governance and how their employees work in in Governance. Linda Hankey seconded the motion followed by a unanimous vote.

### **Tracking Report Update- Shane Doyle**

- Added the inclement weather closing communication concern.
- Update on Employee ID/Prox card concern – the Deputy Director of Public Safety at the Rockville Campus reached out with a method that will allow employees to have their photos taken at their “home” campuses, their ID/Prox printed at RV, and the ID/Prox sent to them in the mail.

### **Chair Report- Shane Doyle**

- New nameplates were given out to the Council Chairs and buttons for Council members.
- College Council had a retreat in place of the normal meeting.
  - New Governance website will be available soon.
  - It is time for nominations & elections for the next Governance year. The following timeline can be found in Inside MC posts and emails reminders.
    - Between now and February 18<sup>th</sup> communications will be forthcoming.
    - February 19<sup>th</sup>- February 28<sup>th</sup> Nominations will begin.
    - March 4<sup>th</sup>-March 22<sup>nd</sup> nominations will be accepted or declined (if you do not accept, it will be automatically decline).
    - March 25<sup>th</sup> – March 26<sup>th</sup> the finalizing election ballots.
    - March 27<sup>th</sup> -April 9<sup>th</sup> elections.

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

- Updates from our committee members and liaisons
- Governance Training Resolution
- Weather Communication Concern

### **Adjournment**

The meeting adjourned at 2:14pm.

Summited by Erin Hudgins

College Council Secretary