

MONTGOMERY COLLEGE GOVERNANCE
Administrator Council Meeting Minutes
Thursday, October 13, 2022
Via Zoom
1:00 to 3:00 p.m.

Attendance:

- Members present: Jamin Bartolomeo (Chair), Shinta Hernandez (Secretary), Carmen Poston-Farmer Travis, Cassandra Jones, Chevelle Glymph, Terrence Evelyn, Steven Greenfield
- Guest: Clevette Ridguard
- Member absent: Akima Rogers (Vice Chair), Brandy Naughton, Monique Davis

Call to Order:

- The meet and greet session was called to order at 1:05 p.m. by Chair Jamin Bartolomeo. Quorum was met.

Constituent Concerns:

- None

Agenda Approval:

- Motion to approve by Carmen Poston-Farmer Travis; second by Cassandra Jones.

Minutes Approval:

- Motion to approve by Carmen Poston-Farmer Travis; second by Cassandra Jones.

Chair's Report:

- College Council Report:
 - a) During President Williams' October 19th inauguration, classes and operations are still in session.
 - b) National Hispanic Heritage Month is September 15th through October 15th.
 - c) The new telephone service provider will conduct transitions over the next few months. Minimal impact on our end.
 - d) Collegewide memos on required parking permits and election season are good reminders for all employees and students.
 - e) Maryland Male Students of Color Summit on October 21st will be at the GT campus. Space is limited, so registration is important. Encourage ALL male students of color to sign up. Students' registration fees are waived, and students can be excused from classes by showing a letter from Carmen's office.
 - f) Office of Equity & Inclusion's First Fridays book discussion on *From Equity Talk to Equity Walk* is on November 4th and December 2nd.

- g) College Council Goals: 1) advance and support improvements to MC food insecurity and mobile market activities, and 2) promote mental health awareness.
- From Clevette Ridguard: The College is seeking volunteers for the Strategic Plan Refresh – the work will begin November 2022 through March 2023. MC 2025 will be sunsetted on June 30, 2023. There will be a new five-year plan, which will be approved by the Board of Trustees. Names to the President’s Office by October 26th.

Old Business:

- New Administrator Onboarding Assessment Tool:
 - a) Question #2: May need to clarify or revise the last two options to differentiate.
 - b) Question #4: Include additional options to reflect the College’s various units/offices.
 - c) Question #5: More choices were added to reflect current technological usage.
 - d) Maybe we can ask ELITE for the development and delivery of the Administrators Leadership Institute.
 - e) Consider creative ways to get administrators to take the tool at the College Administrators Meeting.

New Business:

- Council Goal Plan document: Due on October 31st. Jamin will send a draft to the Council for review and feedback.
- Group photo was taken.
- Jamin will speak at President Williams’ Inauguration Ceremony on October 19th.

Next Steps:

- The Council would like to explore ways to provide a safe space to talk about administrator concerns.

Adjourned:

- Meeting adjourned at 2:26 p.m.

Submitted by:

Shinta Hernandez, Administrator Council Secretary