

# MC GOVERNANCE

## Montgomery College College Council Meeting #11 Minutes

Tuesday, April 11, 2023

1:00 – 3:00 PM

Zoom Meeting

### **Attendees**

*Present:* Kimberly Jones (Chair), Shakenna Adams-Gormley (Vice-chair), Katherine Goldstein (Secretary), Joe Marshall, Swechchha Shrestha, Amanda Darr, Alice Santoro, Dana Baker, Paul Miller, Matthew Wilson, Jon Pointer, Sergio Washington, Jamin K. Bartolomeo

*Absent:* Rabbee Awan

*Proxy:* Anna Donohoe for Rabbee Awan

*Guests:* Dr. Jermaine F. Williams, Dr. Monica Brown, Dr. Sanjay Rai, Dr. Meghan Gibbons, Dr. Brad Stewart, Dr. Michelle Scott, Rita Dodson, Tonya Addleman, Angie Moy, Ray Gilmer, Surayya Johnson, Anna Donohoe, One Boyer

*Student Panel Guest:* Gerald Ndawula, Ingrid Santos, Jean Claude Lokonun, Hannah Manalang, Jalisa Alfaro, Rishi Nixon

*Liaison:* Dr. Stephen D. Cain

*Governance Director:* Dr. Clevette Ridguard

### **Call to Order**

There was a quorum to conduct business. Kimberly Jones (Chair) called the meeting to order at 1:00 pm. The meeting was recorded for internal use only.

### **Constituent Concerns**

Shakenna Adams-Gormley, College Council Vice Chair, brought forth a constituent concern regarding locksmith processes. What happens to keys when an employee leaves the Campus/College? The concern is what is the protocol of securing a key for your office or desk/location. Kimberly Jones, College Council Chair, addressed the concern, to her knowledge the keys should be returned back to facilities for them to do inventory. The new employee should submit a request to the Office of Facilities. This concern was assigned to Shakenna Adams-Gormley.

## **Approval of Agenda and Minutes**

The agenda was approved as written. The minutes for March 28, 2023 meeting were approved as written.

### **Chair's Report (Kimberly Jones, Chair)**

- Facilities Master Plan Public Meeting join the meeting on Tuesday, May 2, 2023 @ 2:00pm. The College employees will receive an email how to register. For more information visit, MC Facilities Master Plan 2013 – 2023.  
<https://www.montgomerycollege.edu/.../facilities-master-plan/index.html>.
- Equity Week 2023: Culture of Care, April 10<sup>th</sup> – 14<sup>th</sup> – for more in-depth information regarding exact times, locations and registration links visit the link below,
- <https://www.montgomerycollege.edu/about-mc/equity-and-inclusion/equity-week.html>.
- Narcan Training at Montgomery College, Thursday, April 27<sup>th</sup> @ 6:00pm to register visit, <http://bit.ly/MCNARCAN>.
- Montgomery College Truth, Racial Healing and Transformation Campus Center and the Healing Circles.
  - Wednesday, April 12<sup>th</sup> 10:00 a.m. – 12:00 noon on the Rockville Campus – to register visit link, <https://forms.office.com/r/BZhSvhMLsF>.
  - Thursday, April 13<sup>th</sup> 3:00 p.m. – 5:00 p.m. on the Takoma Park Silver Spring campus – to register visit link, <https://forms.office.com/r/NtLHa84eVvk>.
- Love of Teaching Conference: Teaching Today for Tomorrow, Saturday, April 29, 2023 – 9:30 a.m. – 12:30 p.m. to register visit Montgomery College Learns through Workday.
- <https://www.myworkday.com/mc/learning/course/40d99ad57b171001ea0469721b1e0000?type=9882927d138b100019b6a2df1a46018b>.
- Update on Mental Health Projects
  1. IMALIVE Mental Health Fair, Tuesday, April 25<sup>th</sup> – 10:00 a.m. – 2:00 p.m. – RV, On the Green.
  2. IMALIVE Mental Health Fair, Wednesday, April 26<sup>th</sup> – 10:00 a.m. – 2:00 p.m. – TP/SS Atrium.
  3. Donut Stress “Do Not Stress”, Wednesday, April 26<sup>th</sup> – 10:30 a.m. – 12:30 p.m. – GT, HS011.
  4. Get Lit, March 22<sup>nd</sup> – April 26<sup>th</sup> – Wednesdays 2:00 p.m. -3:30 p.m. – Rockville Campus, Mannakee Building Room 101.
- Honorable Karen Bushell, Clerk of the Court – Montgomery College Pride & Allies Speaker Series, Tuesday, April 18<sup>th</sup> – 2:00 p.m. – 3:00 p.m., for more information visit link, <https://www.montgomerycollege.edu/life-at-mc/mc-pride>.
- Takoma Park Silver Spring African Student Association Cultural Night, to purchase tickets visit, <https://www.tix.com/ticket-sales/mccac/6907/event/1316561>.

### **Academic Affairs Update (Dr. Sanjay Rai, Senior Vice President for Academic Affairs)**

Dr. Sanjay Rai presented a presentation on Student Access, Completion, and Post Completion. To view the presentation, visit the Blackboard Governance Community.

**Student Panel (Jalisa Alfaro, Hannah Manalang, Jean-Claude Lokonun, Gerald Ndawula, Rishi Nixon and Ingrid Santos)**

The students introduced themselves to read their bio, visit Blackboard Governance Community. Kimberly Jones, College Council Chair, ask the students the questions below.

1. How can Montgomery College best prepare students to enter Montgomery College?
  - ❖ Hannah Manalang suggested, Montgomery College have a designated advisor and to have a semester check-in to see what their plans are for the semester in accordance to their educational or career goals. In addition, have the student and advisor go over what they learned for the fall or spring semester. Also, if possible have the Orientation course mandatory for incoming students.
  - ❖ Ingrid Santos suggested, International students have an introductory meeting to go over general information about the programs the College offers. In addition, to bring back first year Seminars.
  - ❖ Rishi Nixon suggested, Montgomery College would make the enrollment process easier for home school students who are entering as a Dual Enrollment or Early College student. If Montgomery College could handle the admissions for early College and Dual enrollment.
2. How can Montgomery College best prepare to complete their program, degree, or certificate?
  - ❖ Ingrid Santos suggested, Montgomery College should have an information session to share the resources available to students, such as scholarships and financial aid resources.
  - ❖ Gerald Ndawula suggested, Montgomery College market universities they can transfer too.
  - ❖ Jalisa Alfaro suggested, Montgomery College should announce when to register for spring/summer classes, also to help the student with the courses they need to take for their major.
  - ❖ Rishi Nixon suggested, Montgomery College should help students with their web resources (Zoom, Adobe and Microsoft tools), and textbook with no cost. In addition to help educate the students on the certificate programs available. Have workshops to discuss (smart goals) at the beginning of each semester in person/virtually. Kimberly Jones responded that this summer for new and returning students. Student Life is working to create virtual workshops around study habits, time management, and looking at career exploration. Dr. Sanjay Rai responded to open education resources the College offers O cost textbooks
3. How can Montgomery College best prepare students to move to move toward their future after you leave Montgomery College?
  - ❖ Hannah Manalang suggested, Montgomery College help students move after leaving Montgomery College. Maybe emphasize the Alumni association to help students with internships, help them find jobs on campus or other organizations. Have workshops with 4-year Universities and have advisors available to answer questions with transfer of credits.
  - ❖ Jean Claude Lokonon agreed with Hannah to have collaboration with other

Universities on transfer options. In addition, help international students with the requirements, things they need to provide, what are their interests what is offered on each campus.

- ❖ Gerald Ndawula sent a message to Dr. Monica Brown to ask about transfer counselors, and if we have them? Dr. Monica Brown responses, all counselors should be able to provide information about transferring.
- ❖ Hannah Manalang suggested, advertising on different media platforms about Montgomery College.
- ❖ Jalisa Alfaro suggested, helping student athletes with tutoring online and in person and the different programs available.
- ❖ Hannah Manalang asked if the panel had more feedback who should they contact? Kimberly Jones said to send your concerns to the College Council email.

Kimberly Jones thanked the student panelist for their thoughts, opinions and ideas. Dr. Clevette Ridguard thanked Katie Goldstein for her work with getting the student panelist.

### **Governance Information (Dr. Clevette Ridguard)**

Dr. Clevette Ridguard presented a PowerPoint Presentation), to view details visit Blackboard Governance Community.

- Provided details about the approved recommendations that need implantation.
- Provided details about end of the year Chair expectations.
- Goal and Constituency reports are due Friday May 26<sup>th</sup>.
- Election of the new Chair for 2023 – 2024 The College Council voted Shakenna Adams-Gormley.

Kimberly Jones thanked the College Council for the opportunity to serve as Chair. Congratulations to our new incoming Chair for 2023 – 2024!

Dr. Clevette Ridguard thanked Tonya Addleman, Shakenna Adams-Gormley and Yvette Taylor and all the Chairs with the Election process.

### **Announcements and Council Updated**

Tuesday, May 9, 2023 the College Council meeting will be in person. Central Services building room S108.

### **Adjourned**

The meeting was adjourned at 2:50 p.m.