

MC GOVERNANCE

GERMANTOWN CAMPUS COUNCIL MEETING MINUTES

Tuesday, December 5, 2023; 3:00 pm – 4:30 pm
Zoom Meeting

Attendees

Present: Kiersten Newtoff (Interim Vice Chair, Presiding), Kam Yee (Secretary), Nichole Land, Patrick McNair, Milton Nash, Clarence Mollock, Karlyvette Acevedo, Greg Downs, Jennifer Capparella, Benedict Ngala, F. Haleem, Andrew Schepler, Tonya Addleman, Yvette Taylor, Clevette Ridguard

Guests: Susan Watson, Kristen Roe

Liaison: Muhammad Kehnemouyi

Absent: Amanda Darr, Asmaa Abdul-Amin, Brian Shaffer, Shakenna Adams-Gormley.

Kiersten Newtoff chaired this meeting. Katie Mount (Council Vice Chair) had stepped down from her Council's position due to her appointment in October 2023 to serve as the Acting Associate Dean of Germantown Student Affairs. Amanda Darr (Council Chair) was on personal leave.

Call to Order

Quorum was established to conduct business. Meeting called to order at 3:02 pm. The presiding officer informed attendees that the meeting was to be recorded for note-taking and internal use only, and that the recording will not be preserved for any other purpose.

Approval of Agenda/Minutes

The minutes from the Nov 07, 2023 meeting were presented. There were no comments. Clarence moved to approve, Milton seconded the motion, and the minutes were approved as written.

The agenda for the Dec 05, 2023 meeting was presented. There were no comments for additions or corrections.

Constituent Concerns/Thoughts

No constituent concerns were brought forward.

Guest Presentation – Office of Compliance, Risk, and Ethics (OCRE) / Title IX Updates

A. Susan Watson (Chief Compliance Officer)

1. Who is who in the OCRE Team:
 - Susan Watson – Chief Compliance Officer.
 - Kristen Roe – Director of ADA Compliance and Title IX Coordinator.
 - Jasmine Ikard – Deputy Title IX Coordinator & Investigator.
 - Sarah Martin – Senior Compliance Specialist/Investigator.
 - Maria Adams – Compliance Specialist.
 - Rosa Trigo – Executive Assistance.
2. Compliance means following a rule or order, adherence to rules and policies. However, without enforcement there is no compliance. OCRE will help enforce compliance.
3. Compliance is a fairly new addition to the college and university space, but it is very needed. The number of federal requirements applying to higher education have increased 56% from 1997 to 2012. Schools found to be in violation risk severe fines and loss of reputation. There is the need to be in compliance.
4. Compliance is an area where Montgomery College is cutting edge. There are only 2 other institutions (out of 16 community colleges) in Maryland with compliance offices. It is believed Montgomery College was the first.
5. OCRE's responsibilities: conduct training; recommend training; write and implement policy; communicate and inform people of what are the things to be complied with; identify and monitor risks; enforce or see whether the enforcement is being done when it is not something that we specifically work with.
6. OCRE was established in 2012. It encompasses: Regulatory Compliance; ADA Compliance; Title IX Compliance; Protection of Minors; Internal Audit; Maryland Ethics Commission Reporting; Code of Ethics; Conflict of Interest; and Enterprise Risk Management.

B. Kristen Roe (Director of ADA Compliance and Title IX Coordinator).

1. Title IX protects people from discrimination based on sex in education programs or activities that receive federal financial assistance.
2. Title IX protection is federally-mandated. Montgomery College shall comply.
3. Montgomery College has a framework that ensures equitable treatment for complainants and respondents.
4. How to respond to notice of sexual misconduct? Ask “Are you ok?” or “What can I do to help?”
5. Montgomery College has several prevention education programs: FY24 mandatory training requirement for employees; a student course; Bringing in the Bystander presentation through SHaW Center (Angela Dawson); Campus Climate Survey on Sexual Violence (**faculty shall encourage students to complete this survey to provide a better understanding to OCRE**).
6. Title IX protection covers also pregnancy and related conditions. Absences due to pregnancy and related conditions must be excused with doctor’s recommendation to do so. Student cannot be penalized and must be reinstated in course when ready to return.

Provost’s Report – Dr. Muhammad Kehnemouyi

1. Montgomery College hosted Maryland State Senator Nancy King on Nov 16, 2023. She also met with Early College students. Discussion topics included Maryland State blueprint, the housing cost, fair wages, and explanation of how the Senator got started in politics (she got tired of complaining and decided to run for school Board, and eventually for state Senate).
2. Students Luis Meta Lopez received an outstanding honors student award from the National Collegiate Honors Council for 2- and 4-years Honors Program. Luis is continuing studying Computer Science at University of Maryland College Park.
3. Jefferson Vazquez, majoring in general STEM Studies became the 7th student board member of the PK MC Board.
4. Nobel Laureates lecture series was very successful, having hosted presentations by Dr. John Mather (Oct 23, 2023) and Dr. William Phillips (Nov 06, 2023). Both talks are available for online viewing.
5. A third Nobel Laureate lecture (Dr. David Wineland) is being scheduled for Spring 2024.

6. Germantown Campus hosted MC's Board of Trustees on Nov 13, 2023. It included a presentation about the campus, a virtual tour of the campus and the STEM unit, and a presentation by the BioTech unit. The overall feedback from the Board of Trustees after their closed session was very positive.

Germantown Holiday Celebration 'Extravaganza' – Tonya Addleman

Germantown Campus Holiday Celebration will take place Tue, Dec 12, 2023, 9:00-11:00 am. This is for employees, who do so much work all year long helping students. Enjoy breakfast, games, raffle and chat with colleagues. Come and go as needed. Children from Early Education will sing a song at 10:00 am.

Germantown Council member shirts have arrived and can be picked up (PK 108, 7:30am-5:00pm). Alternatively, they can be shipped after the holidays.

Helping the Germantown Holiday Celebration is one of the annual goals for the Germantown Campus Council. Tonya solicited help for several specific activities and council members signed on for them. Tonya will also send the list of tasks with descriptions after the meeting so other council members can further consider which activities they can help with.

Tonya solicited items that can be gifted and/or raffled.

Kiersten further encouraged the council members to help and participate.

Vice-Chair's Report – Kiersten Newtoff

Kiersten welcomed new members Greg Downs, Jennifer Capparella and Benedict Ngala, for stepping in and filling vacancies that had opened up in the last month.

1. Kiersten presented the Employee Leave Carryover Info and encouraged people to use their leave to maximize time off.

MC Governance Communication and Election Committee is being formed. The College Council is asking chairs Council members as well as their constituency base for volunteers to become members of the Communication and Elections Committee. Goal of this committee:

- a. Plan and coordinate governance awareness activities. The Germantown Campus Council helped with one of these awareness activities a couple prior. promoting and marketing the governance elections and nomination process.
- b. Promote and market the governance elections and nomination process (inform the masses of MC's Governance Program).

The committee is looking for volunteers. Send an email to the College Council if interested.

2. Campus Holiday Celebration. Tonya already covered this topic.
3. MC LEADS (Student Leadership Program) Recruiting. Help by telling students about this program and encouraging them to learn more. Nominate students who might benefit from this program.
4. Blood Drive at Germantown Campus. Wed, Jan 03, 2024. 2:00-5:00 pm. In Building BE 151/152. Sign up ahead of time.
5. Clothing Drive at Germantown Campus, supported by the Southern Management Leadership Program. Donate between Nov 27 and Dec 20, 2023. Donation box in PK Building. Donation will benefit the men living in the Blair House Shelter in Northeast Washington, D.C.
6. Animals of Maryland Research Project Poster Presentations. Wed, Dec 06 (9:00-11:00 am & 1:00-3:00 pm) + Thu, Dec 07 (1:00-3:00 pm). BE Lobby, Germantown Campus. BIOL 151 student research posters will be on display on both days.
7. Milton reminded of the Integrals Winter Math Competition (Sat, Dec 09, 2023), in the large BE conference rooms. 150 Middle School girls, 6th-8th grade, signed up to compete.

Meeting Times for Spring 2024 Semester are needed. Kam suggested to brainstorm some possible date/times and finalize via Doodle poll later as to also include Amanda for the dates selection.

It was proposed that one of the Spring 2024 meetings be in person. Milton concurred with the idea as it makes sense (since we are a *campus* council). There was no opposition from the attendees.

Adjournment

Vice-Chair Kiersten asked to adjourn the meeting. Kam moved to adjourn. Milton seconded. The meeting was adjourned at 4:30 pm.