

MONTGOMERY COLLEGE GOVERNANCE

Rockville Campus Council

September 6, 2016 / SC 151 / 2:00pm

Attendees

- Members Present: Henry Caballero, Cathy Galasso-Schwartz, Randy Hertzler, Maura Hilburn, Erin Hudgins (Vice Chair), Marcella Karp, Kimberly Kelley, Muhammad Kehnemouyi, Atul Roy, Steven Taylor (Chair), Lisa Vaughn, Usha Venkatesh
- Members Absent: Evangeline Kirigua, Darren Zhang

Constituent Concerns

A concern was raised regarding the College vans that are parked in Faculty/Staff parking in lot 11. A concern was raised that the PE women's Faculty/Staff Locker room has no or inadequate air conditioning. A concern was raised that the AR and CB buildings have no building label signs on the sides facing inner campus. A concern was raised about moving Central Services off-site, and whether the campus community would be allowed input on what is being moved into the Mannakee building.

Minutes

Minutes for April were approved as amended.

Middle States Self-Study Update

Dr. Eric Benjamin gave the Council an update on the self-study. He emphasized that this is a high-stakes, voluntary process and the importance of accreditation and risks of losing it have been in the news lately with the ITT Tech closing. The College's self-study design was submitted and accepted. The focus of the workgroups this Fall will be to put together the first draft of the self-study. Dr. Benjamin asks that everyone be sure to give those workgroup members the time they need to complete their assignments for this draft, and that everyone gives feedback or information as quickly and accurately as possible when asked. Please attend the listening tours, there are three different groups of tours that address the different areas of the study. The self-study is not to be a marketing tool, it should be a candid assessment of our strengths and weaknesses. Everyone should be familiar with the strategic plan (MC 2020) and know where they fit within the plan and the five thematic areas of the plan.

Emergency Preparedness and Training Options

Mr. Carlo Sanchez shared information about training that is being planned and offered to the College community. Emergency Procedures training is online and is now required for all employees. Active Shooter Response training is also required and is a 90 minute in-person class. The schedule for those classes is still being developed, but the plan is to offer multiple sessions on each campus during the month, and also offering classes at the off-site locations. There is an online Active Shooter Response training, but this should be considered a preface to the in-person class and not a replacement. Online Campus Security Authority training is always available for those who have been notified that they are CSAs. Mr. Sanchez is available to come to classes, department meetings, or unit meetings to give presentations, please contact him to make arrangements.

Provost's Report

Dr. Kelley shared that at her previous institution, she was responsible for enrollment services, registration, IT, and Facilities planning. She is very interested in students, articulation, and persistence. She plans to offer Rockville Office hours twice a semester, where anyone can schedule a ten minute

appointment to discuss any topic they wish. She will also host hours at Takoma Park and Germantown campuses. The Math/Science center is still on track to open early. The Garage is on track for a November opening. New signs are being put up on poles that are Montgomery College banners to help increase awareness of our campus. Virtual tours of the campus are being developed for the website. Enrollment for credits collegewide are 98% of projections, they were at 100% last week. Dr. Kelley cautioned not to compare this year to last year as last year was a record enrollment. The most accurate comparison is current enrollment to what the projected enrollment estimates were. Distance learning enrollment keeps increasing.

Chair Report

Mr. Taylor asked that Council members be available to Dr. Kelley when and if she has any requests of us. Everyone should have received the governance training information and attended the training. All Council members should keep an eye out for the open comments period for the Policy and Procedure reviews that are ongoing. Dr. Pollard announced her working priorities for 2017, one thing that she asked of Governance was to keep student success as a primary focus. We all need to work harder to increase the profile and awareness of Governance. We also as a council need to improve our record keeping so that we can demonstrate our effectiveness. If someone brings you a concern and you can resolve it, do so, but make sure that you present it at the next meeting or notify the Chair and Vice Chair so that it can be tracked. Each member should submit a photo and bio for use in promotional materials for the Council.

Goals

A discussion was had regarding goals for this Governance year. Hosting an Open House, broadcasting our information on the campus sign boards, and promoting events on campus were suggested. A final discussion on Goals will be had at the next meeting.