
MONTGOMERY COLLEGE GOVERNANCE

Staff Council

November 4, 2021

Via Zoom

1:00pm-3:00pm

Attendees:

Members Present: Ramon De La Cruz (Chair), Daphne Alfelore (Vice Chair), Beth Reilly (Secretary), Alton Henley, Dwayne Henry, Christopher Standing, Amanda Stroud, Surayya Johnson, Matt Wilson, Javon Lamar Inman, Carla Ammerman, Bo Wai Chan, Lisa Dobbins, Lisa Thomas, and Leslie Casey

Proxy: Carroll Rollman for Daphne Alfelore (half of meeting), Rose Garvin Aquilino for David Sears

Invited Guest: Ms. Kristina Lietch Walker and Mr. Sherwin Collette

Call to Order

- The regular meeting was called to order at 1:01 pm by Chair Ramon De La Cruz.

Constituent Concerns

- No new constituent concerns

Meeting Minutes

- The minutes for the October 21, 2021 meetings were approved as written.
 - Motioned by Amanda Stroud, seconded by Matthew Wilson

Staff Council Group Photo

- Taken for Montgomery College Governance Website

Chair's Report – Ramon De La Cruz

Return to Campus – Dr. Dukes presented on October 29th

- Some offices still operating at full capacity due Spring and Summer.
- Vaccine Mandate numbers increased, number of cases has gone down
- Contact HRSTM for vaccination exempt for religious or medical needs (Deadline Nov 29th)
- 60-70% classes will be in-person for Spring 2022.
- Positions available to apply for 1 day/week of REMOTE work, until mid-February
- After Spring must follow Telework Policy application process.

Town Hall Meeting with Dr. Dukes, Interim President will be on November 10, 2021 at 2pm.

Equity and Inclusion Office

- Hosting Book Reading “Four Hundred Souls” – Friday, November 5, 2021 at 1:30pm
 - Free copies of e-books available in the library

Board of Trustees Meeting – Dr. Benjamin attended.

- Approval of posthumous tuition benefits for dependents of employee.
- P&P looking at updating and removing unnecessary language to align with college
- Banner/Workday transition:
 - November 15th – begins transitions
 - November 30th last day to purchase items, make sure you are fully stocked – January 3rd next time to place orders

- Attended any Workday trainings offered through www.montgomerycollege.edu/workday
- Speaker coming to Staff Council in December on Workday
- Student Council presented on Achievements with MR&A receptors
- Next meeting Board Meeting is November 15, 2021.
- FY23 Fiscal Outlook – pre- and post-pandemic spending
 - December Board Meeting discuss budget and January, February, March will be advocacy to get the funds.
 - Participant in workgroups and timeline for budget.
- MC was highlighted and recognized for Equity and Inclusion Excellence

College Council

- Employee Services Council – goals approved.
- Governance – Competency Badging on WorkDay. Currently offers model 1 and 2. Spring 2022 will be offering Models 3, 4, and 5. Digital Badge available in Spring.
- New Public Safety Director position has been approved to be permanent member of Employee Services Council
- AdHoc Committee: Mental Health Goal: Ramon De La Cruz leading, to collaborate with SHaW Center to reducing social stigma of mental health.
- Updates on Metz (food service) by Bradley Bridges
 - Operation hours are 10am – 2pm on TPSS and RV campus
 - Closed at Germantown due to renovations

Academic Affairs Updates

- Partnerships: Invention Hub at Mannakee Building with Apple at MC and MC has presence in Bethesda at Apple location

Staff Council Goal Two:

Discussion on goal working in various ways to discuss. Started with to “Enhance awareness and expand the scope of enrichment leave opportunities to include community engagement events and collaborate with Student Council and Employee Service Council.”

- **Motion to Amend the Agenda: Table Goal #2 discussion and Unfinished Business to later in agenda.**
 - Amanda Stroud motioned, seconded by Carla Ammerman
 - Discuss to change the motion by Christopher Standing restating motion to only move Unfinished Business on the agenda.
 - Christopher Standing motion, seconded by Carla Ammerman

Motion of Goal #2: “Expand enrichment leave awareness and opportunities to include mobile markets, approved on-campus and off-campus activities.”

- Motioned by Christopher Standing, seconded by Dwayne Henry.
 - **In Favor:** Beth Reilly, Matthew Wilson, Alton Henley, Javon Lamar Inman, Christopher Standing, Amanda Stroud, Carla Ammerman, Lisa Thomas, Bo Wai Chan, Leslie Casey, Surayya Johnson, Dwayne Henry, and Carroll Rollman (proxy for Daphne Alfelior)
 - **Opposed:** Lisa Dobbins
 - **Abstained:** none

Speakers: Mr. Sherwin Collette, Senior VP of Administrative and Fiscal Services and Ms. Krista Leitch Walker, Vice President/Chief Human Resources Officer

Topic: Vaccination Mandate & the Associated Disciplinary Protocol

- As result of 7:30am on Thursday, November 4, 2021 data poll, there were the following:
 - 2478 vaccinated employees
 - Received 16 employees’ medical exemption requests (with 9 approved at this point)

- Received 73 employees' religious exemption requests (with 15 approved at this point)
- Another email and notices being sent to those not responded, approximately 400 people.
- Disciplinary Action Update: Goal is to not use this, but intention is the health and safety of the employees, students, and our community. All employees must confirm vaccination status or submit a request for exemption. If the employee is not approved for exemption, the expectation will be the employee will get vaccinated. Will use the 3 stages protocol that is in place that deals with employees that are not compliant. College values employees and hope to not have to lose any employees. Look online at the documents.
- Question: If approved to telework on a particular day, can we come on-campus? Have a conversation with supervisor.
- Question: Workman's Compensation covered on your remote days. Covered both on-campus and telecommute days.
- Question: Vaccination cards sent, but questions about "CRISP" which is a non-profit Health Information Exchange for state of Maryland/database for collection of information. Validation. If you do not live in Maryland or DC, you say "no" to CRISP.
- Mr. Sherwin Collette Updates:
 - Welcomes visitors and any feedback on ways to improve division
 - AFS unit working throughout pandemic
 - Business Services: Capital Improvement Budget discussed for next Board of Trustees meeting on November 15th – 72 million for maintenance
 - library at TPSS
 - enhance technology,
 - Human Resources: Vaccine, Workday, and benefits deadline (please check -Nov 5th)
 - IT: Workday, computer replacements
 - HEERF Funds for HVAC: continue monitoring and update units as needed
 - Business Services: reviewing budget procurement
- Please remind colleagues the deadline to submit proof of vaccinations.

Unfinished Business

- **Request made to table: P&P 34101 Grievance Process for Non-Bargaining Staff** for next meeting. (Request to replace the words "Non-Bargaining" with "Staff"). Request to bring in Dr. Clevette Ridguard and Dr. Kevin Long. Sent a resolution and request review for next meeting.
 - Motion to table by Lisa Dobbins, seconded by Amanda Stroud, and all approved to table until next meeting.
- **Handicapped Parking at Takoma Park Campus:** Lisa Thomas discussed presentation to College Architect/Proposal for discussion by Ali Fadhil but not approved. Looking at revitalizing proposal.
 - AdHoc committee: Christopher Standing, Lisa Thomas, AJ Henley, and Ali Fadhil with work with Mark Pence to look into the possibility of shuttle options and scheduling from East Garage to employees building.
 - Dwayne Henry currently provided transportation to Biology/Chemistry staff and faculty. Concerns with bridge being a major challenge of vertical vs. flat distances.

New Business

- Suggestion to alternate some meeting times for participation of 2nd and 3rd shift staff due to access to technology.

- Possible Staff Council panel for working with constituent concerns and general information about institution.
- Ramon De La Cruz, Christopher Standing, and Surraya Johnson will work on this.
- Creation of Video Chair's Report, possibly in English and Spanish – Ramon De La Cruz will create and send to Leadership to review before sending to the 2nd and 3rd Staff members.
- Creation of Goal #3 to “Maintain outreach to 2nd and 3rd shift staff.”

Announcements and Agenda Items for Next Meeting

- Remember to review the P&P 34101 Grievance Process for Non-Bargaining Staff documents.
- Staff Enrichment Day moving to May? No, will be in March 2022.
- CPOD history before 2010, moved to another area. Email Tracy Romney about location online for previous professional development training.
- Dr. Dukes – Town Hall Meeting at 2pm on Wednesday, November 10th at Takoma Park/Silver Spring Campus. The event will be livestreamed on MCTV's cable channel and Town Hall webpage in addition to having an in-person audience. Must RSVP to attend.

Adjourned at 2:52 p.m.

- Motioned by Matthew Wilson, seconded by Christopher Standing

Respectfully submitted by
Beth Reilly, Staff Council Secretary