

MC GOVERNANCE

Staff Council

Thursday, February 16, 2023

Meeting 10

1:00-3:00 PM, via Zoom

MINUTES

Members Present: Matt Wilson (Chair), Ramon De La Cruz (Vice Chair), Nghi Nguyen (Secretary), Carla Ammerman, Bo Chan, Lisa Dobbins, Christin Slaughter, Miho Shimizu, Javon Inman, Thanh King, Surayya Johnson, Daphne Alfelor, Dwayne Henry, and Betsy Leonard

Liaison: Joyce Matthews (Proxy: Ray Gilmer)

Guest(s):

Absent:

Call to Order

- The regular meeting was called to order at 1:00 pm by Chair Matt Wilson.

Constituent Concerns

- No concerns.

Meeting Minutes

- Added Christine Hunt as Proxy for Carla Ammerman.
- The minutes stand as approved.

Tilandra Rhyne, Staff Enrichment Day Chair

2023 SED Updates

- [Staff Enrichment Day](#)
- Workshop proposal closes Friday, February 16
- First communication will come out Monday for main event and lunch
- AM and PM workshop registration email will follow later
- Need more volunteers to set up before and during event
- Vendor Fairs open to College departments, units
- Bebee Distinguished Award
 - Need three Staff Council members to serve on the award committee

Chair's Report

- Your Voice, Your MC Employee Survey
 - Only 14% have completed
 - Email out to staff to remind them to complete the survey
- [Mobile Market](#)
 - Volunteer for campus Mobile Market for upcoming dates
- TPSS Library Renovation
 - RC will be closed until Spring 2024
 - Library resources are located on first floor of P1
- MC Wellness Website
 - Newly updated Wellness website
- Antiracism Badge
 - A four-part micro credential that will explore the possibilities of engaging in antiracist action at Montgomery College and in the community.
 - This badge is an opportunity to examine one's knowledge of racism and antiracism, and to reflect on ways to challenge racism in one's spheres of influence. This antiracism badge might be a good opportunity for those who have attended the college-wide Required Antiracism Training and want to dedicate further time and attention to this topic. Participants must attend all four sessions to complete the Antiracism Badge.
- [Outstanding Staff Awards](#)
 - Members serve 2 years on the Staff Awards Committee
 - Attend several meetings
 - Need several Staff Council members to volunteer
- Governance Website
 - Been updated recently
 - Zoom meeting link for each council is now posted on the website

Unfinished Business

- Food Drive
 - Members are reaching out
 - Good feedback from others
- Thanh King is the new Rockville Campus council member, replacing Beth Reilly
- Forfeited Leave
 - Javon contacted Sophia Mason, HRSTM
 - Sophia's Response: "I think there may be a blanket assumption that if HR had done what was shared in Dr. Williams' announcement about the extra holiday, then employees would not have lost any time, which is not accurate. These are actually two (2) separate issues that are being conflated as one: (1) The addition of the last-minute holiday caused much confusion, both with employees and in Workday itself with existing payroll and Time Off processes, and the reports we ran in payroll did not catch everyone that did already have approved Time Off in their timesheets, so HR did not adjust (delete) all approved Time Off hours from timesheets before payroll was processed as noted in Dr. Williams' message. Some

employees were paid for their approved Time Off hours instead of the new Holiday hours and adjustments were made the previous pay period. Some employees were not paid at all for December 23 and were paid the next week. (2) The Annual Time Off (ATO) rollover limits still applied across the board and even if HR was able to cancel ATO that was already entered and approved for December 23, it would not have allowed employees that were already rolling over the maximum to rollover that additional up to 8 hours that they were planning to use on that day. It is correct that the College decided that there would be no exceptions to the rollover limits due to the additional holiday; however, that doesn't mean that employees can't work with their supervisors to find a time that they can take the hours that they missed. If you can provide me a list of the employees that have come forward with concerns, I would be happy to follow up with both them and their supervisors with our standard guidance about how to resolve this at the lowest level."

- Benefit Review
 - Betsy will contact HR and have an update next meeting

New Business

- No new business

Announcements/Future Meeting Agenda Items

- Strategic Plan Advisory Refresh Committee
 - During the week of February 20, SPARC will host a Strategic Plan Refresh Feedback Forum on each campus and virtually for students, faculty, and staff. We encourage you to attend at least one where you will hear a brief overview of the plan and then have an opportunity to discuss it with your colleagues.
 - Monday, February 20 – Takoma Park/Silver Spring Campus, HC 222, 1 p.m.
 - Tuesday, February 21 – Rockville Campus, Room SW 301, 1 p.m.
 - Wednesday, February 22 – Germantown Campus, HT 216, 1 p.m.
 - Thursday, February 23 – Virtual Forum, 1 p.m. ([Advance registration](#) required)

Adjourned at 2:10 PM

- Motioned by Ramon. Seconded by Surayya. Unanimously approved.

NEXT COUNCIL MEETINGS

Thursday, March 2, 1:00-3:00 PM

Thursday, March 23, 1:00-3:00 PM

Submitted by

Nghi Nguyen, Staff Council Secretary