

# MC GOVERNANCE

## Staff Council

Thursday, February 8, 2024

Meeting 8

1:00-3:00 PM, via Zoom

## MINUTES

**Members Present:** Nghi Nguyen (Chair), Surayya Johnson (Vice Chair), Miho Shimizu (Secretary), Daphne Alfelor, Dwayne Henry, Javon Inman, Betsy Leonard, Nicole Given, Rebecca Razavi, Val Melgosa, Stephanie Krasnoff, Angie Moy, Katie Nguyen, and Adaora Nwiquwe

**Liaison:** Dr. Michelle Campbell (Proxy: Carroll Rollman)

**Guest(s):** ---

**Absent:** Thanh King (Proxy: Toro Oladokun)

### Call to Order

- The regular meeting was called to order at 1:02 pm by Chair Nghi Nguyen.

### Constituent Concerns

- No concerns

### Meeting Minutes

- The December 7th minutes are approved as written.

### Staff Awards Review

- [Bebee Staff Distinguished Award](#)
  - Minimum of five (5) years of service
  - Meeting at least one or more five criteria
  - Peer-to-Peer nomination
  - Does not require person's supervisor's approval for submission
  - Deadline is Friday, February 9
  - Recipient of award receives \$800
- [Outstanding Staff Awards](#)
  - Four main awards: Excellence in Performance, Excellence in Customer Service, Excellence in Innovation, and Excellence in Serving Students
    - Nominate the staff for ONE of these awards, not all and NOT for the Staff of the Year

- Recipient receives \$2000
  - Can receive one award every three years, and the same award every 7 years
  - Required: Nominator's letter, Supervisor's letter, Job Profile (supervisor will include from Workday), and three additional letters of support from faculty, staff, student, etc.
- Staff of the Year: one person from all the staff who are selected to receive the OSA will be selected for this award
  - Recipient receives \$5000
- Deadline is March 1
- Can be nominated after three years at MC
- [Special Recognition Award](#)
  - Year-round award
  - You can nominate any staff for this award who has done something wonderful for you (faculty, admin, staff can nominate any staff)
  - Does not require person's supervisor's approval for submission
  - Recipient gets \$400
  - Can be nominated after one year at MC
  - One award per year

### **New Business**

- No new business

### **Unfinished Business**

- Goal 1: Mobile Market Volunteers
  - We have completed this goal
  - Send Nghi photos for year-end report
- Goal 2: Spread the Love Food Drive & Hearts for Staff
  - Spread the Love Food Drive
    - Food and hygiene drive for students: February 12- 23
    - Donations at the Germantown and Takoma Park/Silver Spring campuses will go directly to the student food pantries.
    - Donations from the CT building and Rockville Campus will go directly to the SHaW Center.
    - CT Lobby, TPSS CF Lobby & Raptor Central, GBTC Room 400, RV CC Lobby & Raptor Central, and GT BE 116 & Raptor Central
  - Hearts for Staff
    - Print and cut out hearts for staff
    - Each council member can do 25-30 hearts
    - Write a heartwarming message or pre-print the message
    - Will put a heart in the bag for staff during Staff Enrichment Day
    - Send via campus mail to Nghi
- Constituent Concerns

- Nghi will ask for updates during College Council for some of the constituent concerns brought up at Staff Council
- Will report back next meeting

### **Chair's Report**

- [Laptops! Montgomery Connects](#) is offering one new Chromebook laptop computer person to anyone who does not have access to a computer while supplies last.
- Two Policy/Procedure Modifications: 41006 - Board of Trustees Academic Excellence Award & 41007 - Board of Trustees Apprenticeship Academic Excellence Award. Deadline February 9th.
- Governance Awareness Day: Thursday, February 15, 13:00-14:00. College Council needs volunteers.
- Governance Nominations and Elections Season: February 26-March 8 (Nominations); March 11-22 (Accept/Decline); and April 1-12 (Elections)
- [Staff Distinguished Award](#), nomination deadline is February 9th.
- [Outstanding Staff Award](#) nominations, deadline March 1st.
- [Safe Zone Training](#): dates for spring semesters are available on Workday to register.
- [SHaW center Mobile Market](#) dates for spring semester are up. Volunteers are always needed.
- Staff Enrichment Day 2024, Wednesday, March 13, Rockville Campus, 8:00-16:00: deadlines approaching for Bebee Awards and Workshop proposal.
- [Asian Pacific 2024 Event](#) is Wednesday, May 1, 11:00-14:00. Looking for volunteers, table presenters, and performers.
- 2024 Commencement: Montgomery College's 2024 Commencement will be Friday, May 17, 2024, at 10:30 a.m. on the Rockville Campus Athletic Field under the large tent.

### **Announcement**

- Club Rush was well-attended for RV & GT
- Remedies for Disappearing: An Author Talk with Alexa Patrick
  - February 26, 2024 | 12:30-2:00 PM | Germantown Campus, BE 151

### **Adjourned at 1:58 PM**

- Motioned by Rebecca. Surayya Seconded. Unanimously approved.

### **NEXT COUNCIL MEETINGS**

February 22, March 7, March 21, April 4, April 18, and May 2

Submitted by  
Miho Shimizu, Staff Council Secretary