

MC GOVERNANCE

MONTGOMERY COLLEGE

WDCE Council Minutes

12-19-2023

9:00 a.m. – 10:30 a.m. via Zoom

Attendees

Members present

- Rabbee Awan
- John Amoroso
- Naomi Daremblum
- Adrienne Ballard
- Adam Reed proxy for Emma R. Wilson
- Natasha G. Sacks
- Sue Kim
- Dorothy Umans proxy for Donna Kinerney
- Carolina Fernandez
- Clyde Straugh
- Zoila Marroquin

Members absent

- Stuart T. Walker

Call to Order

- Meeting began at 9:00 a.m.
- Meeting will be recorded for minutes review purposes only.

Invited Guests

- Dr. Jermaine F. Williams
- Steve Greenfield
- Kristen Roe

Guests

- Charles James
- Shakenna Adams-Gormley
- Eric Scharff
- Ivette M Taylor

Constituent Concerns

- No new constituent concerns reported.

Approval of Meeting Minutes and Agenda

- Agenda for today's meeting was approved. John moved to approve; Naomi seconded.
- Meeting minutes from **11/21/2023** were displayed for review.
- Motion to approve minutes by John; Sue seconded.

Dr. Jermaine F. Williams, President, Montgomery College

- Happy to attend the meeting, take a moment to share appreciation for everything Council does and WDCE work.
- WDCE provides for the educational needs of our residents. The biggest value, huge asset is that WDCE shape and foreshadow providing educational experiences that are fluid based on needs of the workforce.
- Applaud you because you really speaking to the mission of WDCE and value it provides.
- Board of Trustees met last week, meets monthly, a few big-ticket updates: Review of FY23 audit and presentation of FY25 operating budget, request to participate in advocacy to county council, county executive, state delegation spreading the good words about why Montgomery College should be funded.
- Exciting arrival of Dr. Deidre Price, new Senior Vice President for Academic Affairs & Provost. Thanks those who served in search committee or supported it in expansive search.
- Spring Opening meeting will focus on Belonging which is a goal of the Strategic Plan to cultivate a sense of belonging at College. Belonging is natural progression on diversity and inclusion work and goal of becoming an antiracist institution.
- New Leggett Building which is opening in Takoma Park and Library renovations there and progress on East County Education Center which will offer educational experiences very soon and the first ones will be from WDCE.

- Steve Greenfield thanked Dr. Williams for the terrific update and his excitement about our programs, inspires WDCE to be the best. We are 3000 registrations ahead from where we were last year thanks to hard work of all.
- Dorothy Umans mentions discussion Dr Williams had with administrators about not only getting students into internships and apprenticeships but reach out to get commitments for jobs. Dr. Williams describes it as aspirational, the goal is for the College to be in tune with what employers need, to create educational experiences that are aligned with what they need so at the end why not guarantee students a job.
- Sue follows up by asking if internships or other opportunities are available for noncredit students as well. Dr. William clarifies that he was speaking broadly as an example not about a specific program.

WDCE Updates, Steve Greenfield, Interim Vice President/Provost GITE

- Regarding East County Education Center there is an implementation committee meeting weekly, entire team building plan for successful opening with students coming through the door.
- 80 to 90% to the classes will be WDCE, to give East County residents opportunity to move into good career pathways.
- These classes are Tech Map Grant from Federal DoL, so they will be free to the community. Also offer health sciences classes, ESL and citizenship classes.
- Secretaries of Higher Education & Labor visiting tomorrow biotech and cyber security courses and WDCE courses included in the visit.
- Natasha Sacks make recommendation to also consider adding courses in personal finance. Rabbee asks if request for courses should go the Dean which Steve confirms.

Kristen Roe, Director of ADA Compliance & Title IX Coordinator

- Title IX is a civil rights law that protects people from sex discrimination in education programs or activities that receive federal financial assistance. Applies to ALL programs and everyone including faculty and staff.
- Discuss framework to address gender-based discrimination specifically in the form of sexual harassment. When this happens, it creates barriers for individuals to benefit from educational programs. Connects to retention of students, faculty and staff. Institution will do something

about it.

- Sexual harassment definition covers quid pro quo for unwanted sexual conduct (this can only be resolved through a formal investigation); conduct that effectively denies equal access (new guidance in the spring), and sexual assault, stalking, domestic violence and dating violence.
- Title IX framework is based on due process and that all parties are treated with the same respect and opportunities. Institution in neutral position and engages in fact-finding to determine whether or not a violation of college policy has occurred. It is also transparent, no surprises and each party can review everything and comment.
- More important work is actually supplying supportive measures. Title IX office supportive administrative things that can make access easier (need an escort on campus or extensions, etc).
- All required to share with the office if there is a report of sexual misconduct. Can't be deliberately indifferent. Office then follows a process including sending a letter to the person.
- What we can do—show compassion. Ask if person is ok or if they need help.
- This year Title IX is mandatory training. Excellent opportunity, and the course offered for students as well.
- Title IX also provides support for pregnancy, obligation from College to receive accommodation.
- There are lactation suites on campus can be accessed through Title IX office of public safety
- Institution committed to supporting gender identity rights. Office is there to support for people who need resources to accommodate this.
- John asks how to help students who have not disclosed pregnancy, can accommodations be retroactive. Kristen clarifies that students not required to disclose is their choice. Make students aware that these protections exist and that the Title IX office can help. Difficulty navigating the question of retroactivity.
- Sue asks about WDCE courses that issue certificates of completion and what name to use in those. Kirsten explained that legally binding documents have to use legal name not preferred one.
- Dorothy asks where employees can turn to when confronted with a colleague bullying them, Kirsten explains that generally managers or supervisors should help. If not comfortable with them then Employee and Labor relations, and human resources consultants can facilitate

conversations. And there are college ombuds (spelling) that are a confidential source on every campus.

Chair Report, Rabbee Awan

- Encourage everyone in your units read Employee Matters, Inside MC & President Williams' Monday Minute to stay informed and engaged
- Employee Leave Carryover Chart, last day is December 22. Use it or lose it
- Required trainings are listed in workday. All these trainings have to be completed before July 1 2024
- Join the Spring Opening Meeting which will be January 16 from 9 to 11.
- Spring Professional Development Week in January with a focus on AI
- Staff Enrichment Day, mark your calendars for March 13, 8-4 Rockville Campus
- 2024 Equity Week (April 15-19) and Excellence in Equity Awards (deadline for submissions is January 25). One member of each Council to participate.
- Nominations for Outstanding Faculty & Staff Awards due March 1
- First Fridays Book Club Discussions (1:30-3) organized by Office of Equity & Inclusion
- Governance Communications & Elections Committee, looking for volunteers to become members
- No meeting in January, next meeting February 20 and March 19 will be TRH circle in person
- Happy holidays

WDCE Council Goal Discussion

- Council Circle will be March 19th Manatee room 102
- WDCE circle date will be March 27, more information after the break about how to participate
- Gives time to do goal report for end of the year
- Spreadsheet available, sign up to participate on that day
- Notify WDCE wide about the circle, 15 maximum attendance, council members can participate again

- Rabbee has secured facilitators for March 19, need two volunteers to secure facilitators for March 27 and to take the lead. Natasha, Carolina and Adam volunteer.

Announcements and Adjournment

Meeting adjourned at 10:22 a.m. Motion to adjourn by John, seconded by Naomi.