

MONTGOMERY COLLEGE GOVERNANCE

Employee Services Council

Thursday, September 14, 2017

2:00 p.m. -4 p.m.; Location: CT S201

Minutes

Attendees

Members Present: Rich Cerkovnik, Chauncy Butcher, Lisa Dyer, Aggie Harrell, Siobhán Quinn, Alex Micich, Liz Feldman, Khrista Leitch Walker, Alejandro Leopardi, George Varghese (substitute for Victoria Lees)

Absent: Katherinne Priscilla Sepulveda, Julia D. Umanzor

Call to Order

Chair, Rich Cerkovnik, called the meeting to order at 2:10 p.m.

- No constituent concerns presented
- Agenda approved unanimously
- Introductions of members
- There were no May minutes and thus were deferred.

Chair's report

- Reviewed Robert's Rules of Order, participatory governance constitution, and bylaws
- Prior Recommendations from ESC
 - Policy: Employee Code of Conduct: Approved. Closed. Being implemented.
 - Constitutional Amendment: College Council Chair must take a year of service off. Approved. Closed. Being implemented.
 - Constitutional Amendment: Part-time Faculty Continuation Regardless of Employment Status. Not Approved. Closed.
 - Constitutional Amendment: Part-time council members to be increased to two. AA SVP has been asked to provide additional data on part time faculty numbers. ESC will need to decide whether or not to move forward again.
 - Family Leave (need to clarify status)
 - On-Line Information (TBD)
 - Leave Policy (TBD)

HRSTM Update

- Workday
 - Working on configuring Workday to replace some aspects of Banner.
 - Should launch Benefits and related modules 10/1/17
 - Finance portion is anticipated to go live in January
 - Recruitment module timeline is still uncertain

- Stressed need for awareness and training
- Open enrollment coming soon—stressed for employees to enter Workday and make necessary changes to personal information, including change beneficiaries as needed.
- Fiscal Update
 - New website to be launched
 - Social media (Linked in) will be used for recruitment purposes and try to match recruits in the area
- Changes this fall
 - Recruitment will be in-house. Contract with Wilson firm is ended.
 - New Service Model (HR internal consultants)
 - Individuals available to help navigate where to go for various needs/questions
 - Streamlined PT faculty hiring
- Surveys
 - Employee Engagement
 - Quantisoft chosen as the vendor to do employee engagement studies—will provide results and recommendations
 - Survey will be online, mobile device friendly and available in Spanish.
 - Targeting, outreach will be a priority
 - Launch date 11/6/17 – 11/17/17
 - Equity and Inclusion
 - Conducted in October
 - Code of Ethics
 - Conducted after the employee engagement survey

Update on ESC 2016-17 goals

- Goals on the Table
 - Destination Employer
 - PT Faculty representation in governance increased
 - Recommended Family Leave Policy
- Updates
 - New Careers page
 - Benefits overview
 - Total reward statements
- Possible Further goals to consider
 - Employee retention focus
 - Develop a focus on what it is about our culture that would make MC attractive to potential employees
 - Look into what great companies outside of higher education do
 - Look into how to add fun/socialization to structures at MC

Announcements/Discussion

- Question about changing food service vendors. Rich will find out about recommendations and progress.
- Cybersecurity team would like to attend next meeting.
- Discussion of parking passes for employees that don't normally use passes for parking at other campuses/facilities
- Noted that there are no open gym hours for students

Meeting adjourned 3:52 p.m.