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## MONTGOMERY COLLEGE GOVERNANCE

### Montgomery College Employee Services Council

FY23 - Meeting #4  
Thursday, December 1, 2022

Meeting held via Zoom  
1:00 p.m. – 3:00 p.m.

#### Attendees:

- Members present
  - Paul D. Miller (Chair), Zenobia Garrison (Vice Chair), Jin Khademi (Secretary), William Dunn, Atul Roy, Ali Fadl, Jin Choi, Lauralyn McWilliams
- Proxies present
  - N/A
- Members excused
  - Simon Lee, Krista Leitch Walker,
- Invited Guests
  - Dr. Jermanine F. Williams (MC President)
  - Ms. Sharon Bland, JD., CPM (Chief Equity and Inclusion Officer)
  - Sophia Mason – *Proxy for Krista Leitch Walker* (HR Updates)

#### Call to Order

- Chair Paul D. Miller called the meeting to order at 1:00 pm. The meeting was recorded for internal use only. Approval of Minutes (Before or after Constituent Concerns)

#### Constituent Concerns

- Jin Workday leave concerns

#### A Message from President Williams

- President Williams talked about refreshed 2025 Strategic Plan
- Next Strategic Plan July 1, 2023 to June 30, 2028
- President Williams will reexamine college vision, mission, and values
- Guiding principle to align the Strategic Plan with the college accreditation

#### Equity and Inclusion Presentation by Ms. Sharon Bland, JD., CPM (Chief Equity and Inclusion Officer)

- Sharon Bland talked about Antiracism. Also, ask everyone to go to Workday to register for the class on Antiracism.
- Sharon talked about the office of Equity and inclusion's Mission and Vision
  - To provide leadership in creating an inclusive, anti-racist, civil and respectful college community that achieves equity for all.
  - The missions of both the office of equity and inclusion and office of the President. and PACEI are designed to be integral partnerships, and will become commonplace in our practices and policies.
- Sharon explained the Equity & Inclusion cycle of change, awareness to action and to change. Also the adaptation of the model as means to shift culture and foster growth.
- Ms. Bland talk about the Equity and Inclusion Roadmap for success goals.

#### Chair's Report

- Reestablishing, Renewing, Rediscovering YOUR MC.
- ELITE Fall 2022 Virtual Faculty Showcase: Voices from the COVID-Inspired Fellowship Research

Friday, December 2, 10:00 a.m. - 11:15 a.m. via Zoom

- Staff Enrichment Day 2023 Wednesday, March 15 at TP/SS
- MC Accessibility Survey: Two Surveys **Employee Accessibility Survey and Student Accessibility Survey** Questions about the surveys can be directed to [accessibility@montgomerycollege.edu](mailto:accessibility@montgomerycollege.edu) or [kristen.roe@montgomerycollege.edu](mailto:kristen.roe@montgomerycollege.edu).
- TP/SS Library Renovations
  - December 18, 2022: the Takoma Park/Silver Spring Campus library's regular location in the Resource Center (RC) building closes.
  - January 23, 2023: the library's temporary location in the Pavilion 1 (P1) building opens.
  - Spring 2024: Renovations are complete; library's regular location in the RC building re-opens.
- Global Classrooms Faculty Fellowship Showcase, December 2 on zoom two-time slot 12:00- 2:00 p.m. and 2:30 – 4:30 p.m.
- MC's Office of Equity and inclusion is back again with First Fridays Book Discussion, December 2
- Mobile Market Volunteer Day
  - Rockville- outside North Garage (NG): December 7
  - TP/SS- ST Atrium: December 14
- Innovation Grant 2022-2023 Theme: "Transforming our Future for our Students, our College, and our Community." Grant Amount: \$40,000
  - Grant Application Submission Deadline is March 21, 2023. Projects must conclude by May 31, 2024.
  - For more details, visit: [montgomerycollege.edu/innovationworks](http://montgomerycollege.edu/innovationworks)
  - For questions, email: [innovationworks@montgomerycollege.edu](mailto:innovationworks@montgomerycollege.edu)
  - Attend an Information Session: December 7, 2022 3:00-4:30 pm: [Register Here](#)
- Spring 2023 Equity week and excellence in Equity Award
  - Equity Week April 3 - 7, 2023 are officially open along with our nominations for our 2023 Excellence in Equity
  - . The deadline for submitting program proposals and nominations for Excellence In Equity Awards is Tuesday, January 31, 2023 at 11:59pm EST.
- Outstanding Staff Awards
  - The Outstanding Staff Awards (OSA) are awarded based on four categories: *Excellence in Performance*, *Excellence in Customer Service*, *Excellence in Innovation*, and *Excellence in Serving Students*.
  - The Staff of the Year award recognizes an individual who consistently exemplifies exceptional performance, leadership, and service that has a broad impact on the collegewide community.
  - The Outstanding Staff Awardees will receive a one-time payment of \$2,000 and the Staff of the Year Awardee will receive a one-time payment of \$5,000.
  - **All nominations are due by 11:59 p.m. on Wednesday, March 1, 2023.**
  - If you have any questions regarding the 2023 Outstanding Staff or the Staff of the Year Awards, please email [recognition@montgomerycollege.edu](mailto:recognition@montgomerycollege.edu)
- Outstand Faculty Awards
  - The purpose of this program is to recognize individual full- and part-time faculty members who exemplify the excellence that characterizes the entire Montgomery College faculty.

- For the current year, each faculty member recognized with an Outstanding Faculty Award will receive a one-time payment of \$2,000.
  - Awardees receiving the Full-Time Faculty of the Year and Part-Time Faculty of the Year awards will receive \$5,000 each.
  - A committee of faculty and administrators representing each campus and central services, will review all nominations and recommend awardees.
  - **All nominations are due by Wednesday, March 1, 2023, 11:59 p.m.**
  - Please send your questions via e-mail to [OFACommittee@montgomerycollege.edu](mailto:OFACommittee@montgomerycollege.edu)
- Employee Experience and Climate Survey steering Committee update
  - From Mental Health @ MC in **InsideMC – December**
    - Drawing for Stress Relief
    - Improv for Stress Relief
    - Eat Healthy Despite Food Deserts
    - Take a Brain Break
    - Crafting for Stress Relief
  - Upcoming Events This is our required college-wide Antiracism training for MC Employees that will launch during the 2022-23 academic year. This training promotes social justice, radical inclusion, and racial equity within the College and the broader community and continues the Board's focus on the journey to being an antiracist institution.
  - Upcoming Events MC Wellness: Holiday Healthy Cooking Demo
    - **Park/Silver Spring:** Tuesday, November 15
    - **Central Services:** Friday, November 18
    - **Germantown:** Thursday, December 1
    - **Rockville:** Thursday, December 8

HR Update- Sophia Mason – *Proxy for Krista Leitch Walker*

- No updates
- MC Alert Webpage <https://www.montgomerycollege.edu/offices/public-safety-health-emergency-management/public-safety/closures-and-delays.html>
- Leave information webpage: <https://info.montgomerycollege.edu/offices/human-resources/annual-time-off.html>
- ESC Goal #1 Making connections
  - *Between ESC meetings, each ESC member will interview a constituent of the MC community to gain a better understanding of the needs of all employees as we evolve and transform into a post-pandemic institution.*
- ESC Goal #2 Reestablishing, Renewing, and Rediscovering YOUR MC
  - *The ESC will partner with HRSTM to create an employee resource that captures all support services and ways to engage with the MC community.*

Approval of Minutes

- The minutes from November 2022 were approved.

Meeting Adjourned at 2:50 pm

Respectfully submitted by  
Jin Khademi – Secretary