

**Germantown Campus Council**  
**2017-2018**

**Formal Actions Taken:**

- Requested and received microwaves built into a cabinet with counter space, paper towel dispenser, and instructions in the BE building.
- Requested and received new door stops for the classrooms in the PK building.
- Developed and implemented a policy and procedure for replacing toner in the printers in the general use classrooms on the GT campus.
- Requested additional ADA parking spaces around BE. *Project under review.*
- Requested hardware to display student work in the BE building. *Project in progress.*
- Discussed concerns about parking for visitors – *action pending.*
- Requested curb cut in front of PK. *Project under review.*
- Requested additional ADA parking spaces around PG. *Project under review.*
- Requested lactation pods for campus. *Project under review.*

**Recommendations/Suggestions Made:**

- Provided input about the communication around the roll out of two-factor authentication.
- Provided suggestions about the communication around the process to request a new parking hang tag.
- Provided feedback about the security survey and its distribution.

**Referrals Made:**

- Requested Security's assistance with traffic back-up on Observation Drive as classes let out.
- Requested Security to look into process/procedure for a courtesy wheelchair on campus.
- Requested IT's assistance with student IT concerns and problems.
- Requested ELITE's assistance with Blackboard set up questions.
- Requested IT's assistance with non-functioning message boards in PK and clocks with different times in HS.
- Scheduled a meeting with Follett and the department chairs to review ongoing concerns.

**Questions Answered:**

- Trees mistakenly cut down during construction will be replaced this spring
- Memorial tree will be replaced but planted in a different spot
- WDCE faculty are evaluated by students, but not by their faculty colleagues. Program directors visit classrooms regularly and review all student evaluations.

**Presentations Made to GT Campus Council:**

- IT Security Presentation, including Phishing campaign, 2 factor authentication, and a DUO demonstration.
- Introduction to Sharon Bland and the Collegewide Equity and Inclusion Initiatives.
- Presentation of Employee Code of Ethics and EthicsPoint.
- Reviewed and discussed the FY17 Ombuds Report.
- Preparation for the Middle States site visit.
- Discussion and feedback on the Equity and Inclusion Survey Results (Sharon Bland)
- Review of several Collegewide Memorandums on various topics.
- Update on Digital Signage Project.

**Volunteer Activities:**

- Assisted with the Mobile Market.
- Hosted a campus coffee to bring awareness to MC governance.