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## MONTGOMERY COLLEGE GOVERNANCE

### Montgomery College Employee Services Council

FY24 - Meeting #3

Thursday, November 2, 2023

The meeting was held via Zoom

2:30 p.m. – 4:30 p.m.

- Members present
  - Paul D. Miller (Chair), Zenobia Garrison, Cinder Barnes, Lauralyn McWilliams, Liz Feldman, Jin Choi, Veronica Banhn, Ramon Valenzuela, Philip Bonner, Ali Fadl, Tanscie Sabio, Yvette Taylor, Clevette Ridguard
- Members absent
  - James Fowlkes, Krista Leitch Walker
  - Mohammed Hasan, Anthony Fiora, Adegbola Adeniyi,
- Invited Guests
  - Lori Stegema, Bill Weich, Mary Genovese, Tina Adams, Sharon Parker, Lauren Landau, Paula Singer

#### Call to Order

- There is a quorum to conduct business. Chair Paul D. Miller called the meeting to order at 2:30 pm. The meeting was recorded for internal use only.

#### Approval of Minutes

- Motion to approve the minutes from October 4,2023 by Liz Feldman, seconded by Cinder Barnes

#### Constituent Concerns

- Leave policy for maternity leave? – will be addressed with the update of HR reports
- Pay cycle for IT area? – HR stem & has been sent to Krista
- Rockville EV issues? – forwarded to facilities and has been taken care of & reported out

#### Benefits Open Enrollment Information by Lori Stegema

- Deviation from Agenda - Suspend Robert's Rules motioned by Liz Feldman, seconded by Ali Fadel
- Many vendors are present at the fair and free flu shots are available for all employees including for those over 65
- Be sure to check the current benefits even if not making changes
- Choice account and flex accounts need to be re-enrolled with the amount
- Retirement funds can be changed at any time
- No changes in the vendors or the plans but there is a slight change in the premiums
- With any concerns about vendors, email Lori or Suzanne

#### Chair's Report

- Contained in PowerPoint slides provided after the meeting. Topics included:
  - Spring 2024 Equity Week – Excellence in Equity Awards open for nomination
  - Outstanding staff Awards
  - Outstanding Faculty Awards
  - Purchasing technology – accessibility
  - Be mindful of policy on Copyright violations
  - Flexible work arrangement procedures
  - Mobile Market
  - Native American Heritage Month for November 2023
  - Nobel Laureate Speaker Series

- AAWCC Fall Conference on Germantown Campus
- Free Employee Flu shots
- Mental Health & Wellness
- Weight & Fitness EAP
- Upcoming Events - Journey Toward becoming an antiracist
- Safe Zones Training
- ignITe hub
- Book discussion – We want to do more than survive
- Flexible work policy review – Your Voice Matters

#### Classification and Compensation Practices Study

- Bill Weich, Mary Genovese, Tina Adams, Sharon Parker, Lauren Landau, Paula Singer
- Shared the purpose, background and goals of the study
- Stakeholder interviews were conducted.

#### HR Updates

- Lauren Landau filled in for Krista Leitch Walker for the HR updates
- Encourage employees to read the Employee Matters Newsletter
- Leave carryover notifications will be coming out soon
- Minimum wage adjustments will take effect January 1, 2024
- Exit interview data is shared with the senior leadership to identify issues and opportunities – currently looking to redesign reporting data sharing
- Benefits Open Enrollment

#### Old and New Businesses

- Just updates for the addressed constituent concerns
- No new businesses

#### ESC Goals for FY24 Discussion

- Feedback on the goals will be formulated and sent out to everyone before formally sending to the college council

#### Final Thoughts/Adjourn

- Motion to adjourn – Liz Feldman, Seconded by – Zenobia Garrison

**Meeting Adjourned at 4:15 pm**

Respectfully submitted by  
Jin Choi - Secretary