



MONTGOMERY COLLEGE GOVERNANCE

**Administrator Council Meeting #4 Minutes**

**Thursday, 19 December 2024**

**1:00pm to 3:00pm via Zoom**

**Attendance:**

- Members present: Arlene Blaylock (Chair), Ali Fadl (Secretary), Fiona Glade, Sophia Mason, Frank Trezza
- Members Absent: Tarlouh Gasque, Alice Santoro, Suzette Spencer (Vice-Chair)
- Proxies: Sue Haddad for Tarlouh Gasque and Alice Santoro, Akima Rogers for Suzette Spencer, Frank Trezza for Chantal Vilmar
- Presenters: Daphne Alfelor, Institutional Research & Development  
Tilandra Rhyne, Health Sciences  
John Hamman, Chief Analytics & Insight Officer  
Liz Greaney, Chief Business/Financial Strategy Officer  
Debbie Van Camp, Director of Planning & Policy
- Governance Liaisons: Stephen Cain (Chief of Staff/Chief Strategy Office), Dr. Clevette Ridguard (Governance Director), Yvette Taylor
- Guests:

**Call to Order:**

- The meeting was called to order by Chair Blaylock.
- Chair Blaylock welcomed all guests, including Paul Miller and Kimberly Jones. She reminded everyone of the governance meeting protocols.

**Roll Call**

- Secretary Ali Fadl conducted the roll call. Nine members (including proxies) were present and a quorum was reached.

**Agenda Approval:**

- Chair Blaylock requested a motion to approve the December 19, 2024 meeting agenda.
- Hearing no comments or objections, Chair Blaylock approved the agenda.

**Minutes Approval:**

- Chair Blaylock requested a motion to approve the November 20, 2024 meeting minutes.
- Hearing no comments or objections, Frank Trezza moved to approve the minutes, and Sue Haddad seconded.

**Guest Presentation 1- Staff Enrichment Day.** *Daphne Alfelora and Tilandra Rhyne*

- Tilandra and Daphne presented a PowerPoint to promote Staff Enrichment Day, and providing an overview of the program, and stressing the importance of including all staff.
- Tilandra and Daphne took questions at the end of the presentation.

**Guest Presentation 2- Post 2025 MHEC Goals.** *John Hamman*

- John presented a PowerPoint entitled *Post 2025 Goals for Student Success*. The presentation detailed the State of Maryland's (MHEC) current goal, its progress and future goals.
- John took several questions after the presentation.
- John shared a copy of his PowerPoint, and it was forwarded to the Council members.

**Guest Presentation 3- MC Budget.** *Liz Greaney*

- Liz presented a PowerPoint covering some budget highlights.
- As a group activity, Liz conducted some budget literacy quizzes during the presentation.
- Liz took several questions after the presentation.
- Liz shared a copy of her PowerPoint, and it was forwarded to the Council members.

**Guest Presentations 4 & 5- Policies & Procedures Update, and Strategic Plan Update.**

*Debbie Van Camp*

- Debbie presented a PowerPoint highlighting Policies and Procedures updates, and Strategic Plan updates.
- Debbie shared a copy of her PowerPoint, and it was forwarded to the Council members.

**Chair's Report**

- Chair Blaylock shared a PowerPoint listing information on Wellness, Staff Enrichment Day, the Governance Annual Report, the Innovation Grant, Policy 75004 Freedom of Expression, OIRE surveys, the MC Governance Instagram, and Spring Enrollment data.
- Arlene took questions after the presentation.

**Constituent Concerns**

- No constituent concerns were brought forth.

**Old Business**

- No Old Business was brought forth.

**New Business**

- No new business was brought forth.

**Announcements & Updates**

- No announcements or updates were brought forth.

**Adjourn**

- At 3:41 PM, Chair Blaylock requested a motion to adjourn the meeting. Fiona Glade moved to adjourn and Secretary Fadl.

**Submitted by:**

Ali Fadl, Administrator Council Secretary