<div align="center">
WDCE Council Meeting
First Meeting
September 19th, 2017
GBTC room 402
1PM - 2:30PM
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Attendees: Joel Martinez, George Payne, Joe Marshall, Tracee Matthias, Comfort Mingot, Claudia Salas, Linda Griffin, Gwen Bright, Steve Greenfield

Guests: Nell Feldman OIT Cybersecurity manager and Isabelle Doucet project manager

Call to Order

New chair Joel Martinez called the meeting to order at 1:08 PM.

Welcome from WDCE VP George Payne

George thanked members for their participation and shared the central theme of MC Governance: We are all stakeholders in the college, we all have a voice. The Council should look at the what can we do to make a difference in the daily lives of our students. George encouraged members to participate fully and characterized governance participation as a good leadership opportunity, good networking opportunity, and a chance to make connections around the college. Enjoy it.

Cybersecurity report from Guests Nell Feldman and Isabel Doucet

Montgomery College is a very real target of bad cyber actors. Accounts can be compromised. Upwards of 2,000 phishing, e-mails arrived last year and 55 college individuals have given up their personal information. Therefore, OIT cyber is putting additional mitigations in place. Two-factor authentication is coming as a protective measure for staff and faculty. Currently we all use one-factor authentication -- the same user and pass with WorkDay, Active Directory and MYMC, we are vulnerable, and multiple college systems are vulnerable. Easier for bad actors to access all systems. First layer of access will be user name and pass as before. Second level would be something you know or something you are -- such as your phone. Two-factor authentication is being encouraged and may eventually be mandated. Contracting with company called Duo for this program. Will likely be using our cell phones for the second authentication. A likely scenario – a message, for example, would come to your phone and you would click phone to access computer screens. Will be required for VPN users.

Constituent Concerns

Council member Tracee Matthias expressed a constituent concern. Tracee would like the council to consider exploring the inclusion of non-credit students for student assistant positions. At the moment, student assistants are required to be credit students who are enrolled at least half time. Would like to see non-credit students be a part of the eligible pool. Especially students who are in long term programs at WDCE. The following line was considered as an addition to council goals: "Explore opportunities for non-credit students to be student assistants at college.

Particularly non-credit students who are in long term WDCE programs."   Tracee Matthias will explore further and bring back information to the council.

<u>Ground Rules for WDCE Council Meetings FY18</u>

Tracee Matthias moved, Joe Marshall seconded, and council approved unanimously to adopt Ground Rules.

<u>Chair's Report</u>

Joel Martinez reported that last week was his first week at the College Council meeting. The meeting was about an hour long, shorter than the standard 21/2 hours. Themes -- Annual Plan and Goals for FY17 were recapped by outgoing college council chair Ed Riggs. This year's incoming chair David Anthony presented new goals for FY18. The next College Council meeting will be in the CT building. There was also a presentation by Kevin Long walked through policies and procedures update. All policies and procedures were ratified. Joel will invite Kevin Long to a future meeting. The Middle States group presented. A lot of work has been accomplished.

Last year FY17 there were 22 recommendations from councils that reached the president's desk and consideration --   a record number.

<u>New Business</u>

Last year's GOAL ONE -- completed

Combined with 70th anniversary committee and provided brown bag lunch presentations.

GOAL TWO -- recommend to council that we carryover goal 2 and launch yet more activities to engage students.

There was discussion around how to engage students for FY18.

We should work on wording of the 2 goals and send it to the council.

The WDCE council plans to invite college STEM internship coordinator Mike Mehalick to a meeting to share information on internships for credit and non-credit students.

Meeting Adjourned at 2:05PM.

WD&CE Secretary: Steve Greenfield