



College Council
Tuesday, December 16, 2025
Meeting #8
1:00-3:00 p.m., Zoom

MINUTES

Members Present: Paul Miller (Chair) | Amanda Darr (Vice Chair, Faculty Council Chair) | Nghi Nguyen (Secretary, Staff Council Chair) | Angela Nissing (Academic Services Council Chair) | Tonya Addleman (Germantown Campus Council Chair) | Jason Bruffy (Takoma Park/Silver Spring Campus Council Chair) | John Deamond (Workforce Development and Continuing Education Council Chair) | Sepydeh Yousefi (Employee Services Council Chair) | Fernaundra Ferguson (Operational Services Council Chair) | Suzette Spencer (Administrator Council Chair) | Jin Khademi (Rockville Campus Council) | Surayya Johnson (Student Services & Success Council Chair)

Absent: Mahnoor Z. Asif (Student Council Chair)

Proxy: Shakenna Adams-Gormley for Dr. Surayya Johnson

Guest Speaker(s): Dr. Jermaine F. Williams, Alton Henley, Dr. Debbie Van Camp

Guest: Angel Griffin, Dr. Deidre Price, Maria Adams, Dr. Tiffany Ray-Patterson, Angie Moy, Sherwin Collette

Liaison: Dr. Stephen D. Cain, Chief of Staff

Governance Director: Dr. Clevette Ridguard

Resource: Yvette Taylor

Call to Order

- There was a quorum to conduct business. Paul Miller (Chair) called the meeting to order at 1:15 p.m.

Approval of Agenda and Minutes

- The December 16, 2025, agenda was approved as written.
- The minutes for December 2, 2025, approved as written.

Constituent Concerns

- No constituent concerns were raised.

Chair's Report

- See the Chair's Report.

President's Remark

Dr. Jermaine F. Williams

- Thanks to council members for their work at the College Council and for our students' work.
- Wishing all employees and students a happy and restful winter break.

Strategic Plan Overview

Dr. Alton Henley, Dean, Business & Hospitality, WDCE

- "Increased preparation for employment and decreased gaps in earning potential"
- Six initiatives
 - Criminal Justice: Self-Grading Quizzes
 - Automated career assessments with instant feedback
 - Student Services: Big Interview AI
 - AI-powered interview practice with real-time coaching
 - Computer Science: 7-Part Career Assignment
 - LinkedIn, Resume, O'Net, Interview Prep, Reflection
 - Communications: COMM 108 & 112
 - Career skills in ALL sections; collecting data.
 - Workforce Development: CAMT Checklist
 - Observers → Assisted → Independent progression
 - Business & Hospitality: Storytelling Program
 - 10-chapter STAR (Situation, Task, Action, Result) method interview program
- See Strategic Plan Overview Presentation

Governance Recommendation

Nghi Nguyen, Staff Council Chair

- Recommendation
 - The Staff Distinguished Service Award is a cash award established from an endowment fund left by Ms. Peggy Bebee, former special assistant for staff concerns. The award is presented yearly to a deserving staff employee as determined by their peers. Currently, the Staff Distinguished Award does not specify how often a staff member may receive the award. For comparison, staff are eligible to receive the Staff Recognition Award once per year, and one of the four Outstanding Staff Awards every two years—or every seven years if they have previously received the Staff of the Year Award. Additionally, there are time limits for the Special Recognition Award.
 - The Staff Council recommends establishing clear eligibility guidelines for recipients of the Staff Distinguished Award to ensure consistency and equitable recognition across all staff awards.
- Resolution
 - We hereby move that the drafted change to P&P 38001CP regarding the Staff Distinguished Award be adopted and approved by the College Council.

- *A staff member may receive the award more than once if at least 5 years have intervened.*
- John Deamond motioned to move the recommendation. Suzette Spencer seconded.
- Unanimous vote to move the recommendation forward.

Team Building Exercise

Dr. Paul Miller, Chair

- The team worked on a team building exercise.

Governance Councils Updates

Dr. Paul Miller, Chair

- Let the College Council know if you need help with anything in your council.

Governance Updates

Dr. Clevette Ridguard, Governance and Presidential Projects Program Manager

- Submit your Constituency Concerns Report.
- Governance Training on January 15, in person.
- Complete the Governance Form after each meeting.

Announcement

- Have a great winter break!

Adjourned

- The meeting adjourned at 2:48 p.m., following a motion by Fernaundra Ferguson and seconded by Suzette Spencer.

Next Council Meetings

- 2/10, 2/24, 3/10, 3/24, 4/14, 4/28, 5/12

Submitted by

- Nghi Nguyen, College Council Secretary