Attendees

Members Present: David Torain, Rich Cerkovnik, Rowena D'Souza, Liz Feldman, Natalya Sacks, and Santo Scrimenti

Absent: Sabrina Bielefeldt, Elizabeth Benton, Nicole Given, Michele Harrell, Barnabas Nkemleke, Kimberly Robinson, Chayanne Samuels, and Dimaysone Tchouate Wanteu

Guest: Jane-Ellen Miller, Interim Chief Information Officer

Call to Order
A quorum was not achieved so no official business took place, however the committee engaged in lively discussion and information exchange.

Constituent Concerns/Comments
- There were no constituent concerns.

Prior Meeting Minutes
- The review and approval of the December 2019 minutes were deferred to the February meeting.

Office of Information Technology (OIT) Update

Jane-Ellen Miller, Interim Chief Information Officer provided the following updates:
- Workday implementation has been paused. OIT has engaged with over 100 MC employees to gather input. Workday is anticipated to "go live" in January 2021.
- Workday is considered an institutional project and not just an OIT project.
- Workday will enable extensive self-serve features and training on these features may begin as early as fall 2020.
- Workday includes Human Resources, Finance and Payroll.
- There is a student component, which is still being improved/finalized by Workday and so that component might be implemented in future years. MC will continue to use Banner for its student system.
- Adobe has transitioned to the cloud and now requires educational institutions to incorporate individual sign on, so you will receive a message to sign on the next time you use Adobe or open a PDF. ESC members who have already encountered this, indicated that the process was simple, smooth and seamless.
    - Adobe Creative Cloud can be accessed in three easy steps:
        - Step 1: After logging in to a College computer, click on the Adobe Creative Cloud icon on the desktop.
        - Step 2: On the sign-on screen for Adobe Creative Cloud, enter your email address in the following format:
            - Firstname.Lastname@montgomerycollege.edu
    - Step 3: Enter your MyMC password.

- The College is faced with continuous cyber attacks which the OIT cyber staff defend against 24/7. It is important that all employees be ever vigilant and be trained to facilitate proper cybersecurity behaviors.

Additional information and announcements can be found at the OIT website (https://info.montgomerycollege.edu/offices/information-technology/). Go to the Project and News side-panel item.

Chair Report

- David reported that the scholarly-work item has been given positive feedback by administration and that we have been asked to determine a cost effective way to implement and to identify a total annual cost.
- David asked the committee to think about best ways to communicate with our constituents. The discussion that followed suggested that the ESC Chair send out an email at the beginning of each semester to various constituent groups informing them of the ESC role, membership, meeting schedule and extending an open invitation to all to connect with us and/or attend meetings. Another suggestion was to post a similar message to Inside MC at regular intervals.
- David asked that we think about and suggest speakers that we might wish to have at our meetings. A speaker on sabbaticals was suggested.

HRSTM Update

- Santos stated that negotiations were ongoing with all three unions. Each is going in a positive direction and nearing completion. So far so good.
- One item being addressed is the expansion of wellness dollars and what qualifies. Extending this benefit to PT faculty is being worked on.
- The College has removed the need to have a supervisor sign off on the use of EAP for gym/wellness memberships. Additional information on this procedure and a list of approved wellness EAP facility/activity types can be found at:
  - https://info.montgomerycollege.edu/offices/human-resources/wellness.html#gymsoffcampus

Meeting adjourned at 4:00 p.m.