
MONTGOMERY COLLEGE GOVERNANCE

Academic Services Council

December 8, 2016

SC 151

2:00 p.m. – 3:30 p.m.

Attendees

- Members present: Gloria Brewer, Amanda Darshanie Gamage, Cathy Giovannetti, Lori Kaufman, Jason Lee, Kathy Michaelian
- Members absent: Debra Bright, Jona Colson, Monique Davis, James Findlay Kennedy, Julie Levinson, Kevin Long, Valerie Tanner
- Guests: Meghan Gibbons, Dr. DeRionne Pollard, Julie Weber

Call to Order

Chair Cathy Giovannetti called the regular meeting to order at 2:10 p.m. The agenda was reviewed. A motion to accept the agenda was not made as a voting quorum was not met.

Open Comment Time

Dr. Pollard asked to speak to council membership regarding the recent NBC4 news broadcasts regarding complaints about College security and spending. She gave a summary of the information requests and actions leading up to the broadcast, a clarification of misinformation in the report, and an explanation of the Board of Trustees' position of support. Dr. Pollard fielded comments and questions from council membership. Context and an understanding of the role of a community college President were not included in the news story. Dr. Pollard asked for and received suggestions on how to better inform the College community on the role and responsibilities of a college president.

Approval of Minutes

The review and approval of the November meeting minutes were postponed to the January meeting as a voting quorum was not met.

Continuing Business

2016-2017 Topic Proposals – Classroom technology utilization

Cathy Giovannetti reviewed updates to a document she had drafted and presented to the council at the November meeting. The document will now be sent to Dr. Janet Wormack and Dr. Monica Brown.

Assessment Center Hours

Cathy Giovannetti reviewed a document she drafted summarizing a constituent concern regarding Assessment Center hours made at the November meeting. Council members suggested that a strong recommendation that would promote customer service and an improved student experience accompany the referral. It was agreed that more information about the issue and its impact on students should be considered and reviewed by full council membership. Cathy updated her document with ideas from the December meeting and will present the updated document to the council in January.

New Business

Committee Updates

Lori Kauffman updated the council on the work being done in support of more broad and effective communications. She noted that she had spoken with the College Communications Office but they were not able to help her with building a distribution list that could be used by council members to reach council constituents. During council discussion, it was suggested that work be done on gathering a list of academic affairs and student affairs contacts and that thought be put into building a strategy for maintaining the list once it is built.

There was no report from the student success committee.

Chair Report

Items mentioned at the College Council included:

- FY18 budget presentation to the Board of Trustees in December
- The College was awarded an America's Promise Grant
- Textbook cost and Affordability being addressed by expanded use of OER
- Rockville bookstore redesign/facelift is complete
- The development of a student safety training video is in the works
- WORKDAY system implementation is on schedule for HR and OBS
- Central Services move is upcoming in new year
- Compensation Report Sessions were given in November
- Budget Literacy presentations in development to be offered in new calendar year
- Commencement reception reinstatement recommendation was approved by College Council

Presentations

Julie Webber introduced herself and talked about the role and responsibilities of the College's Office of the Ombuds. She explained that the office is currently located in the new Rockville campus science building but will be moving to the Mannakee building after the Central Services move. She noted that as the Ombuds, she will discuss anything that has to do with the workplace but does not get involved with matters when they reach a stage for which a formal College process has been developed. She underscored the four pillars under which the office works: confidential, informal, impartial, and independent. She noted that the Ombuds will also assist with referrals, facilitated discussions, mediation and shuttle diplomacy. She explained that her office will be working with CPOD on developing a conflict resolution video and asked for other video suggestions. She is considering an additional outreach about the services of the Office of the Ombuds as well as helpful tips on various issues. She closed by explaining that her office exists to empower people to set their own course of action.

Announcements & Adjournment

Announcements

- Cathy suggested that everyone read Dr. Wormack's Administrative and Fiscal Services newsletter and Staff Council report on a sick leave bank.

The meeting was adjourned at 3:36 p.m.

Gloria Brewer

Academic Services Council Secretary