

Montgomery College Governance

Academic Services Council

12 October, 2017

SC 151, Rockville

2:00 p.m. -- 3:30 p.m.

Attendees

Members Present: Debra Bright, Carol Burbage, Cathy Giovannetti, Monique Davis, Cathy Henley, Jason Lee, Joel Levine, Elizabeth Schlackman, Greg Wahl

Guests: Ken Nelson

Call to Order

Chair Cathy Giovannetti called the meeting at order at 2:06 p.m.

Agenda and Minutes

The agenda was approved by consensus.

The minutes from the meeting on 14 September 2017 were approved by consensus.

Announcements

ACS Council member Elizabeth Schlackman will be on leave from January through April, and will miss a few meetings. Amanda Stroud will serve as a proxy for Elizabeth during those meetings.

Open Comments

Ken Nelson (WDCE): Wanted to talk about progress with non-credit students. There is a course for parents for IT training and career training. Do we have enough counseling for these students? How can we educate them about the resources available at the college?. We need stronger coordination with such departments as financial aid, academic advising, etc.

Continuing Business

Goals of the Academic Services Council

The goals were approved by a unanimous vote.

Updates

Super Sunday

Carol Burbage took the idea of expanding Super Sunday to the Student Council, where it was very well received. Carol made a motion to recommend that *the college adopt an exam weekend study support program as a model to be implemented and grown across services and campuses in support of student success*. Monique Davis seconded the motion.

Jason Lee suggested collecting more data to measure the effectiveness of the program.

Greg Wahl suggested collaborating with relevant campus centers in the process of expanding Super Sunday.

There was discussion of funding for additional supplies, food for students during these events.

The motion was passed unanimously.

Face to Face Student and Administrator Opportunities

Cathy Henley has proposed creating opportunities for students and administrators to meet to discuss concerns. A proposal was offered to create Open Houses for these types of meetings.

Discussion has taken place at a previous Dean's Meeting. Each unit will discuss this in their respective units. Next steps include a discussion at the Collegewide Deans meeting.

New Business

Communication Committee

ASC liaisons for some of the key services areas within Academic Services Council to do outreach to constituents and further the support of governance was discussed.

Student Success Committee

A draft survey was last fiscal year for outreach to academic services areas to gain an understanding of how governance can better service academic support areas. Next step would be to share with College leadership.

Chair Report

Middle States Update:

Middle States report is online for college wide review. Informational sessions are forthcoming in the Spring, along with an accreditation visit in Spring

WORKDAY Update:

Payroll goes live January 2018, and Benefits Open Season is available on Workday this year.

ETHICS POINT is the new contracted reporting contact for issues.

Three Surveys are coming forward for response from all MC employees:

Employee Engagement (Fall 2017) and Equity and Inclusiveness survey (Fall 2017) and Ethics (Spring 2018).

Compensation review for staff update is that there will be no reductions in staff or pay.

Actions

Elizabeth Schlackman has volunteered to set up an OneDrive folder to share files among the Academic Services Council members.

Closing of the Meeting

A motion to adjourn the meeting was made and accepted unanimously. The meeting was adjourned at 3:18 p.m.

Next Meeting

The next meeting of the Academic Services Council will be on Thursday, 9 November 2017 in SC 151 on the Rockville campus.