

MONTGOMERY COLLEGE GOVERNANCE
Academic Services Council Meeting Minutes

Wednesday, December 17, 2025

10:00 AM– 12:00 PM via Zoom

Committee Members:	<i>Present:</i> Angela Nissing, Tracey Bodo, Michelle Chan, Rebecca Thomas (by proxy-Carrie Fitzgerald), Patricia Maloney (by proxy-Deborah Chen), Verhonda Sercey, Transcie Almonte-Sabio (by proxy-Angela Nissing), Chingling Liu <i>Absent:</i> Leah Scharlott, Josiah Ridgeway, Hanan Mohamed
Academic Services Council Liaison:	Dr. Deidre Price, Senior Vice President for Academic Affairs/College Provost
Invited Guests:	Dr. Elysse Meredith, Director for Learning Commons
Meeting Attendees:	Dr. Clevette Ridguard, Yvette Taylor, Jessica Botta, Janice Du Four, Eric Scharf, Jeri Gresham, Don Fahler, Lan Xiang, Sepy Yousefi, Jessame Ferguson, Lance White, Martha Huaman, Sonja Williams, Keke Lowe

Call to Order

Chair Angela Nissing called the meeting to order at 10:01 AM.

Approval of Minutes

- Nov 19th meeting minutes were reviewed and approved as written.
 - Motion to approve by Angela Nissing. Seconded by Tracey Bodo.

Constituent Concerns

- Dr. Bodo raised concern regarding excessive amounts of salt on campus parking lots, sidewalks, and stairwells.
 - Chair Angela Nissing will direct concern to the appropriate council.

Learning Commons Services & Resources - Dr. Elysse Meredith, *Learning Commons Director*

- Dr. Meredith shared information about services provided by all the MC [Learning Centers](#) (Digital Learning Center, Writing, Reading, and Language Center, STEM Learning Centers, Medical Learning Center, ECEC Learning Center) and the [ATPA coaching program](#) (to be renamed Success Coaching in the spring).
- Brainfuse is a third-party option when learning centers services are not available; accessible via [Blackboard tools section](#).
- [Student Lingo](#) is a platform that hosts online asynchronous skills workshops that can be embedded in courses.

- Faculty are encouraged to promote services by bringing to the centers, requesting in-class orientations, providing extra credit, if possible, for utilizing services.

Academic Master Plan Updates- Dr. Angela Nissing, *Academic Services Council Chair*

- Dr. Nissing reviewed the two AY25-26 goals for the ASC; invited those in attendance to share feedback via email on how they are helping foster foundational goals in their respective areas or departments.

Academic Affairs updates – Dr. Deidre Price, *Academic Affairs/College Provost Sr. Vice President*

- Dr. Price provided a series of Academic Affairs updates. Highlights included:
 - Key areas for AMP Year One Strategies: Advising and implementation of CARES Network; scheduling to meet needs of students and consideration of barriers to access to MC locations, courses, and new coursework; expanding equitable dual enrollment work across high schools (e.g., eliminating transportation barriers);
 - Meaningful experiential learning and transfer opportunities; focus on post-completion success (e.g., internships, apprenticeships);
 - Two-year schedule of classes developed and viewable beginning April 2026;
 - Textbook adoption – changed from Follett to Slingshot, resulting in increase from 68% to 90% timely adoptions within last 12 months;
 - CARES Network pilot project with ECE, Behavioral Health, and HVAC: through tracking in Starfish, faculty referrals through early alert and targeted outreach have increased, boosting students’ sense of belonging;
 - Center for Teaching and Learning offering PD opportunities to ensure the college’s compliance with Title II by April 24, 2026;
 - New proctoring system: Honor Lock; trainings available during Professional Week.

Chair’s Report - Dr. Angela Nissing, *Academic Services Council Chair*

- Dr. Bodo (proxy) provided a summary of the Dec 2nd College Council meeting, which was a joint session with the Student Council. Minutes available on the [College Council website](#).
- Dr. Nissing presented the Chair’s Report from the Nov 18th College Council meeting. Minutes available on the [College Council website](#).

Old Business – Tracey Bodo, *Academic Services Council Vice Chair*

- Follow up on constituent concern regarding students’ accessibility of resources (e.g., laptop loans, library, learning centers) if they are taking online courses
 - Concern closed: Starfish serves as means to connect students to resources

Announcements, Updates, Closing Remarks - Dr. Angela Nissing, *Academic Services Council Chair*

- Addendum from Dr. Meredith: Loans on laptops, calculator & textbook also available from libraries and [learning centers](#).
- Upcoming guest speakers:
 - February: Dr. Kimberly McNair – FYE & new student orientation updates
 - March: Katie Mount & Julie Levinson – Counseling & Advising, Starfish
- Reminder for Council members to access to ASC documents and College Council information on Teams and Blackboard
- Next ASC meeting is Wednesday, 2/18 (no January meeting)

Adjournment

- Without objection, the ASC chair adjourned the meeting at 11:01am.
 - Motion to approve by Michelle Chan. Seconded by Tracey Bodo.

Respectfully submitted by

Michelle Chan, Academic Services Council Secretary