

MONTGOMERY COLLEGE GOVERNANCE
Administrator Council
Meeting Minutes
September 09, 2016
MKE 115
9:30-11:00am

Members Present

Nancy Lineman (Chair), Sharon Fechter, Dorothy Umans, Liz Greaney, Donna Schena, Tonya Mason, Tammy Flowers, Carolyn Terry, Rodney Redmond, Tanner Wray.

Call to Order

The meeting was called to order by the Chair at 9:35am.

Approval of Agenda & Minutes

The agenda and was approved. Action on the minutes of the prior meeting was deferred until the next meeting.

Old Business

- The Administrator Council explored and researched the constituent concern about Administrator recognition. This concern is no longer the responsibility of the Council to pursue as it has rightfully been turned over to HRSTM to consider in light of the recent announcement of the new faculty and staff awards.

New Business

- A welcome was extended to the following visitors:
 - Tanner Wray and Alex Moyer—New Copyright Policy and Procedure
 - Eric Benjamin and Tammy Peery—Middle States Update
 - Julie Webber—Ombudsman
 - Ray Gilmer and Phong Banh-Website Update
- New Copyright Policy and Procedure—a draft is available on the website for public comment. The comment period will close October 5, 2016 and proceed to the BOT for approval in the November meeting. The draft brings clarity to allowable and non allowable activities in both the digital and print arena.
- Middle States update—the self-study design has been completed and accepted and in the fall term the focus will be on research, gathering input, and critical analysis with the goal of self-improvement.
- Ombudsman—recently joined the College as a confidential resource for faculty, administrators and staff in alternative dispute resolution.
- Website Update—Phase I has been completed and Phase II is ongoing in the functional areas focusing on the student information and re-design. The Communication and Marketing policy and procedure is also available for public comment.

Discussion Items

- The Chair initiated a discussion on the possibility of inviting Dr. Pollard to a meeting for a round-table discussion with administrators. This evolved into other options that the Council could take to be more engaging for its constituents, however, no decisions were made.

Chair's Report

- Nothing to report.

Announcements

- None

Adjournment

Meeting adjourned at 11:35 a.m.

Respectfully submitted by Liz Greaney, Secretary