



**Administrator Council**  
**Wednesday, October 8, 2025**  
**1:00pm to 3:00pm**  
**Meeting #2**

**Zoom:** <https://montgomerycollege.zoom.us/j/91010600328?pwd=XPEbOpH7duPbDmkc2StibID88VVbb8.1>

**Outcomes**

By the end of this meeting, we will have:

- Welcomed any guests
- Approved the agenda and minutes
- Listened to speaker presentations
- Heard the Chair's report.
- Listened to constituent concerns
- Discussed old and new business
- Heard any announcements or updates

**AGENDA**

Start	Ref	Topic	Lead	Time	Purpose*
1:00	1	<b>Call to order</b>	Suzette Spencer, <i>Chair</i>	2 min	I
1:02	2	<b>Roll Call</b>	Ali Fadl, <i>Secretary</i>	3 min	I
1:05	3	<b>Approval of Agenda</b> <b>Approval of Minutes</b>	Suzette Spencer, <i>Chair</i>	5 min	I, D, R
1:10	4	<b>Presentation 1: Brand Update</b>	Jodi Neal, <i>Executive Director of Brand and Creative</i>	20 min	I, D
1:30	5	<b>Presentation 2: Course Material Delivery Service for Students</b>	Matt McGoldrick, <i>Associate Senior Vice President for Administrative &amp; Fiscal Services</i>	20 min	I, D
1:50	6	<b>Chair's Report</b>	Suzette Spencer, <i>Chair</i>	15 min	I
2:05	7	<b>Constituent concerns</b> <ul style="list-style-type: none"><li>•</li></ul>	Erik Swanson, <i>Vice-Chair</i>	15 min	I, D, R
2:20	8	<b>Old Business</b> <ul style="list-style-type: none"><li>•</li></ul>	All	15 min	I, D, R
2:35	9	<b>New Business</b> <ul style="list-style-type: none"><li>• Discuss and finalize Council goal for AY26</li></ul>	All	15 min	I, D, R
2:50	10	<b>Announcements and Updates</b>	All	10 min	I
3:00	11	<b>Adjourn</b>	Suzette Spencer, <i>Chair</i>		O



\* (I) = Information; (D) = Discussion; (R) = Recommend action/vote; (O) = Other

**Council Resource Officials:**

- Dr. Stephen Cain, *Chief of Staff/Chief Strategy Officer*
- Dr. Clevette Ridguard, *Governance Director*

**2024-2025 Upcoming Meeting Schedule:**

- Wednesday, October 8, 2025; 1:00pm to 3:00pm
- Wednesday, November 12, 2025; 1:00pm to 3:00pm
- Wednesday, December 10, 2025; 1:00pm to 3:00pm
- Wednesday, February 11, 2026; 1:00pm to 3:00pm
- Wednesday, March 11, 2026; 1:00pm to 3:00pm
- Wednesday, April 22, 2026; 1:00pm to 3:00pm
- Wednesday, May 6, 2026; 1:00pm to 3:00pm