
MONTGOMERY COLLEGE GOVERNANCE

College Council
September 13, 2016
MKE 115
2:30 p.m.–4:30 p.m.

Attendees

- Members present: David Anthony, Amy Crowley, Maria Adams Davidson, Linda Griffin, Nancy Lineman, Ben Nicholson, Rick Penn, Ed Riggs, Steve Taylor, Page Whittenburg, Laurie Williams, Norma Winffel
- Proxies present: Christopher Majano for Christian Gbewordo, Kevin Long for Cathy Giovannetti
- Guests: Eric Benjamin, Melissa Gregory, Tammy Peery, Tacy Holliday, Tanner Wray, Alex Moyer

Call to Order

Chair Ed Riggs called the regular meeting to order at 2:31 p.m. The agenda was reviewed and approved as amended by unanimous consent.

Constituent Concerns

No concerns were presented.

Ed Riggs requested that when councils plan to bring proposals to the College Council, they send the proposal in actionable form two weeks in advance so that members have time to review the information prior to the meeting.

Approval of Minutes

David Anthony made a motion to approve the minutes from the May 10, 2016, meeting as written. The motion was seconded and passed unanimously.

Governance Communications

Tacy Holliday updated the council on initiatives undertaken in response to feedback from the Governance Assessment, including a new tracking form for council actions, more frequent and targeted communications to show how governance is working, the redesign of the governance website, and efforts to demonstrate how leadership uses governance input.

Ed Riggs called for the establishment of a College Council Communications Committee. Amy Crowley, Nancy Lineman, Rick Penn, and Christian Gbewordo will serve on the committee. Ed Riggs will establish the direction for the committee at its first meeting.

MSCHE Self-Study Update

Melissa Gregory, Tammy Peery, and Eric Benjamin updated the council on the Middle States accreditation self-study process. As the workgroups begin to gather data and draft reports this fall, listening tour sessions are scheduled throughout the College in September and October. Organized into three distinct two-hour workshops, the sessions are the main opportunity for members of the general College community to provide input into the work of specific workgroups focused on each standard. A flier with dates, locations, and registration information was distributed, and more information is available on the accreditation web page. Everyone, including students, is encouraged to attend the sessions.

Copyright Policy Update/Establishment of Copyright Procedure

Tanner Wray and Alex Moyer reviewed a revision to the College policy regarding the use of copyrighted materials and a new procedure providing guidance on various copyright issues, including fair use, copying and duplication, and posting materials on the College's learning management system. The policy and procedure are open for public comment through October 5. Council members were asked to encourage

constituents to review the policy and procedure and provide feedback. Suggestions for educating the College community about the correct use of copyrighted materials are also welcome.

Council Goals

Councils were asked to submit their goal plans by the end of October. Tacy Holliday will e-mail information about where to locate the goal plan and tracking information.

Council Tracking

Council members were asked to use the new Council Action Item Tracking Report to document the status of business conducted within their councils. Ed Riggs will ask council members to submit a written report to the College Council every two months noting presentations, action items, constituent concerns, and any feedback they have received from College leadership. He will provide the schedule at the next meeting.

Chair's Report

No report given.

Announcements/QA Session

Rick Penn raised concerns from the Faculty Council about difficulties students were having because of the 82.5 percent (seat capacity) enrollment guideline and the 11:59 p.m. on-time registration deadline, noting that the registration deadline was being interpreted differently. He asked whether the Academic Services Council or other councils with student constituents were hearing concerns about it.

Amy Crowley said the final draft of the proposed Employee Code of Conduct had been completed and would be presented at an upcoming College Council meeting.

Kevin Long noted two policies currently out for public comment (Use of College-Owned Vehicles and Use of Copyrighted Materials) and he listed policies scheduled for discussion by the President's Executive Council.

David Anthony announced that the Staff Council will meet Thursday, Sept. 15, on the Germantown Campus.

David Anthony made a motion to adjourn at 4:19 p.m. The motion was seconded and passed unanimously.

Meeting adjourned at 4:19 p.m.

Cathy Giovannetti
College Council Secretary