

MONTGOMERY COLLEGE GOVERNANCE

Employee Services Council

Thursday, January 25, 2018

2:00 p.m. - 4:00 p.m.; Location: CT S201

Minutes

Attendees

Present: Chauncy Butcher, Rich Cerkovnik, Lisa Dyer, Liz Feldman, Victoria Lees, Krista Leitch Walker, Alex Micich, Siobhán Quinn

Absent: Mary (Aggie) Harrell

Call to Order

The meeting began at 2:02 pm.

Constituent Concerns/Comments

- There appears to be a lack of standardization of a process to notify others and maintain continuity when budget account managers leave a position or are replaced. Recommend standardizing and streamlining this process.
- Request more information on Jury Duty Leave and how to request it.

Review of December 14 minutes

- December 14, 2017 ESC minutes were accepted without amendments.

Office of Compliance, Risk, and Ethics Update

The Office of Compliance, Risk, and Ethics presented an update. Information related to this update can be found at <https://cms.montgomerycollege.edu/compliance/>.

Ethicspoint can be found at: www.montgomerycollege.ethicspoint.com

Continued discussion on Code of Ethics and Employee Conduct

The Ombuds joined in the discussion that continued from the Office of Compliance, Risk, and Ethics presentation.

The ESC will discuss and determine if another collective discussion is desirable that would include other relevant representatives such as the Chief Equity and Inclusion Officer and the Employee and Labor Relations Director. If so, this discussion would likely occur at a meeting scheduled outside of our regular meeting times.

The main goal for these ongoing discussions is for the ESC to have a better understanding of how all these interrelated offices, personnel, and initiatives work together.

Chair's Report

- Employee Engagement Advisory Group (EEAG)—Rich reminded us that we voted to include the Equity and Inclusion Officer as a member
- Part time faculty amendment will be taken up at 2/13 College Council meeting.
- Rich will continue communication of goals via email.
- We were asked to consider other visitors to our meetings.

HRSTM Report

- Employee Engagement Advisory Group (EEAG) has met, and a review of data has been accomplished. There was concern among some regarding anonymity, as well as a concern about validity of the report.
 - Discussion: Because the data was grouped based upon where a person works/ or their role, the data for those smaller groups might not be representative of that smaller group.
- There will be a 360 evaluative process used this year for administrators, supervisors, and managers.

Open Topics

- What is the appeals process for compensation ratings?
- Chauncy asked how we might get more information on 360 and on when roll out occurs.
- Chauncy asked how does College distinguish titles of manager, P/T faculty, administrator, etc.?

Meeting adjourned at 4 p.m.