



Operational Services Council

24 January 2019

Central Services S201

2:30 to 3:30 pm.

ATTENDEES

Members Present: Christina Marie Devlin, Chair; Elizabeth Greaney, Marvin Mills, Mark Pace, Kristen Roe, Kimberly Robinson, David Sowards, Jane-Ellen Miller

Members Absent: Laura Anna, Sharon Kaufmann, Angela Nissing, Jean D Yemba

Guests: Angie Moy (Staff Council)

CALL TO ORDER

Christina Marie Devlin, Chair, called the meeting to order at 2:34

AGENDA/MINUTES

Minutes from the December 13, 2018 meeting were approved as corrected. Elizabeth Greaney made the motion and it was seconded by Jane-Ellen Miller. The motion was approved.

OPEN COMMENTS

David Sowards recommended the continuation of the conversation about consistent training and signage about tragic situations such as an active shooter, lockdowns. Members noted MCTV will promote more on this and the release is due to air soon.

Kristen Roe noted that someone had brought a concern to her about the Family Medical Leave act and whether the College investigate our policy and how it may comply with Federal or State law. The group agreed that the issue resides more properly in the Employee Services Council and that the Chair would contact the ESC Chair for information.

NEW BUSINESS

The Chair shared some College Council Updates

- Feb. 5-Special Town Hall will be held to recover from the snow day that cancelled school and work for the day.
- OIRE has new interim leader in Arlene Blaylock
- Sharon Bland, Director of Equity and Inclusion could use volunteers, an announcement about the date will be sent soon for the date of April

- If the group has items to share with College Council, the next CC meeting is at the end of February.
- Major Policy and Procedures changes are open for comments and involve key changes to policies about discharge and grievance, impacting all employees.
[https://cms.montgomerycollege.edu/EDU/Verified - Policies and Procedures/Official College Policies and Procedures/](https://cms.montgomerycollege.edu/EDU/Verified_-_Policies_and_Procedures/Official_College_Policies_and_Procedures/).
- The College Council passed a resolution relating to compensation and salaries that were frozen under the market compensation study. Those affected would like to have more direct communication on the compensation system and how these determinations were made.

OLD BUSINESS/REGULAR UPDATES

Liz Greaney reported from Office of Business Services noted that FY20 Budget was approved by the Board of Trustees at the Board meeting January 23, 2019. The budget will move through to the County Executive and the County Council for appropriation.

Marvin Mills reported from Facilities:

- SA building renovation in Germantown is six weeks behind due to rain delays.
- The Student Services building in Rockville is ahead of schedule.
- The Germantown SA building also experienced a flood due to a burst sprinkler and repairs to computers and carpets will be necessary.
- Board of Trustees approved the firm who will serve as the Construction Manager at Risk for the TP/SS Math & Science Building and this agreement should be signed within about six weeks.
- Facilities is working on bringing blue light emergency phones to working standards and researching replacement phones.
- A number of steps have been made to support our security staff. Staff will be fitted for bullet proof vests and already have reflective vests. New radios are also being provided. Public safety staff are all going through training on various issues relevant to communications, Clery Act, critical incident response/

Jane-Ellen Miller reported from Information Technology:

- Equipment for the SA building renovation has been purchased in anticipation of a price increase due to tariff wars, saving the college significant money.
- All Welcome Center equipment servicing students will be replaced as the machines were very old and out of date.
- A review of academic software will be conducted to ensure what software is being used, what is not, and how requests in the future should be prioritized since we may be paying maintenance on software products no longer being used.
- Web meeting tools and software will be reviewed and prioritized as well with a recommendation of two services to be retained by the College.

ADJOURNMENT

The meeting adjourned at 3:42 pm.

The next meeting is scheduled for February 14, 2018 from 2:30-4:00 pm