



Operational Services Council

14 February 2019

Central Services E301

2:30 to 3:30 pm.

ATTENDEES

Members Present: Christina Devlin, Chair; Mark Pace, Angela Nissing, Jean D Yemba, Kimberly Robinson, David Sowards, Elizabeth Greaney, Emmilee Racek (for Kristen Roe), Mary Ellen Glowacki (for Jane-Ellen Miller) Laura Anna

Members Absent: Sharon Kaufmann, Jane-Ellen Miller, Marvin Mills, Kristen Roe

CALL TO ORDER

Christina Marie Devlin, Chair, called the meeting to order at 2:35 pm.

AGENDA/MINUTES

Minutes from the January 24 meeting were approved as corrected. David Sowards moved to approve the minutes with the discussed changes, and the motion was seconded by Mary Ellen Glowacki. The motion was approved.

OPEN COMMENTS

Jean Yemba spoke about the shuttle bus and the cold inside the bus. Could the bus be kept warm for students? At times, the shuttle is at the stop early, but students wait outside. Is there a warm waiting area? The closest building at Rockville, CB, is not open at all because of flooding, so it is not available as a waiting area. Also, the shuttle may at times stand at a stop, and it is late. The app doesn't correctly show when to expect the shuttle. Students are concerned about not knowing who to contact. Mark Pace said there is a number in the app to contact Reston.

Any time that there is a problem with the shuttle, students can call the dispatch, Mark's office, or the Parking Office.

Jean suggested having the customer service number put on the signs at the stops, and on the schedules.

OLD BUSINESS

Kimberly Robinson gave an update on the Montgomery College 2025 Strategic Plan. She emailed a longer update on a handout. Last term the committee held community forums, and we

now have 6 goals. They have been seen and approved by Dr. Pollard and the other members of the leadership team. Each goal has objectives, and comments on possible changes to refine the goal. She also included a timeline of what's happening next. February and March will be more campus forums and the Board of Trustees will also get an update and provide feedback. In April will be more forums and revisions. In June, the strategic plan goes to the Board for approval. Kimberly's handout included her own thought processes, so is not for distribution, but the MC2025 website is open for comments and updates. The "gist" of the goals are finalized, but wording will still be revised.

Update on Family Leave at Montgomery College:

Christina Devlin reported back that based on some research with College Council and Employee Services Council that some of our federal/ family leave policies are under review and revision. There was a recommendation to College Council about this. Kimberly asked what would happen if an employee is on FMLA leave and the policies are changed in the middle. We are not a state agency so we don't have to abide by state regulation, sometimes we follow county instead. The group agreed that clarity on our own policies best helps with this issue and it was also noted that this is not a union issue since family leave rules and laws apply to all employees.

COLLEGE COUNCIL REPORT

- It is Montgomery College Governance Election season and time for nominations and elections for next years' governance and everyone on the council is asked to encourage people to participate.
- Governance website also being revised and will include a linked calendar
- Next meeting week after spring break, March 21 and the April meeting is when the newly elected members will come. If we need to forward any recommendations to other councils, we should have that prepared for the March 21 meeting.

REGULAR UPDATES

There was no facilities update at this meeting.

Elizabeth Greaney asked that we discuss the FY2020 budget at our next meeting. The group had a lively discussion of enrollment projections, how early and middle college impact enrollment and budget as well as how the budget will relate to MC2025.

Mary Ellen Glowacki gave an IT update which noted:

- that ITAP IT Alignment and Planning group is aware that smart instructor workstations are too complex as well as being different from each other. Jane-Ellen Miller and the rest of the group are working with faculty for solutions to simplify workstations and replace the oldest ones.

- Because end-users have administrator privileges on their desktop machines, a recent cybersecurity audit flagged that as a problem. People can inadvertently bring in “bad things” on their desktops. Several people working on a “proof of concept” to address how we can give people the access they need to their own machines, while addressing the security issues.

Kimberly Robinson brought up an issue she is working on: talking to the library about delivering library books to off-site locations. Speed of interoffice mail between campuses and off-site locations often slow and the chair will ask facilities for an update at the next meeting.

ADJOURNMENT

David Sowards moved to adjourn at 3:43 pm, Angela Nissing seconded. The meeting adjourned at 3:43 pm.

The next meeting is scheduled for Thursday, March 21 from 2:30-4:00 pm