



Operational Services Council

25 April 2019

Central Services S201

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, Laura Anna, Sharon Kaufmann, Jane-Ellen Miller

Members Absent: Marvin Mills, Kimberly Robinson, Kristen Roe, Jean D Yemba

Guests: Terrence Evelyn, Brad Pabian, Angie

CALL TO ORDER

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

AGENDA/MINUTES

Minutes from the March 21, 2019 meeting were approved with corrections of minor typographical errors to clarify IT and Budget reports.

OPEN COMMENTS

There were no open comments offered at the meeting

College Council

Christina Devlin provided a brief update from the College Council to ask members to share with their respective areas that the Montgomery College 2025 Strategic Plan proposals are published on the website and available for comment. In addition, there are several Policy and Procedures revisions that relate to work schedules that may be of special interest to OSC constituencies. Some revisions to the Sexual Misconduct section are being made because of changes in the Maryland law and how MHEC asks us to handle claims of sexual misconduct; in addition, there is a revision to what the college considers public “directory” information.

Safety and Security Update

Terrence Evelyn joined the group to discuss and provide an update about the security exercise which took place at all Montgomery College locations on Tuesday, April 23 between 10 and 11 am. He actively sought feedback from our group. Some comments included:

- Angela Nissing noting that some people did not get alerts if their phones and classroom computers were not on. Christina Devlin noted that the same had been reported to her in

Germantown and that some people were not aware that the exercise had already taken place.

- David Sowards mentioned that he was told by students that teachers did not observe the recommended actions for the exercise and continued teaching their classes as usual.
- Other notes about the exercise included people who received text alerts about the status of the exercise out of time order (end of exercise message arrived prior to start of exercise message) and with pushing the alert notice to some Apple computers.

Mr. Evelyn reported the exercise went well and provided a good test of the emergency notification system via computers and Montgomery College alerts as well as of security plans to check and secure doors. He is gathering feedback from his staff, from emails and via public forums to be held the week of April 30 on each campus. Small modifications which will improve security and responses can and will be made first while more significant facilities modifications will be reviewed and scheduled if needed. Everyone was reminded to suggest that all members of the Montgomery College community subscribe to emergency alerts as there are community members who are not receiving text alerts.

In addition, Mr Evelyn noted that exercises such as these are now required by Maryland law for Montgomery College. Unannounced drills will take place in the future to help with our preparedness and a plan with a schedule of exercises and drills will be prepared and put in place, taking into account feedback about this exercise.

REGULAR UPDATES

Business Services

Liz Greaney noted that that budget hearing with the County Council Education Committee on April 12, 2019 was a lively and positive review with strong support from the council members and well-argued advocacy from Dr. Pollard.

Information Technology

Jane-Ellen Miller provided a short IT update to remind everyone that two-factor authentication will be mandatory for staff to access Montgomery College systems by June 30, 2019; the corresponding date for faculty enrollment in 2FA is September 30. Students can enroll but will not be required to do so at present. However, Montgomery College leads other Maryland community colleges in safeguarding our data through 2FA. In addition, 2FA and other data security measures mean that faculty and staff will no longer be able to forward college email to a personal email address.

ADJOURNMENT

The meeting was adjourned 3:36 with a motion from David Sowards, seconded by Liz Greaney.

The next meeting is scheduled for Thursday, May 9, from 2:30-3:30pm; this meeting will include officer elections for the 2019-2020 school year.