

MONTGOMERY COLLEGE GOVERNANCE

OPERATIONAL SERVICES

COUNCIL

Thursday, Jan. 28, 2021/ 2:00 – 3:30 pm

Remote via Zoom

OUTCOMES

By the end of this meeting, we will have:

- Listened to Constituent and Member Concerns (*as needed*)
- Approved 12/3/2020 Minutes
- Heard Regular Updates (Facilities, OIT, Budgeting, Safety & Security)
- Reviewed Goal Progress
- Heard the Chair’s report

AGENDA

Content	Tim	Lead	Process
Call to order <ul style="list-style-type: none">• Outcomes• Approval of Agenda• Approve 12/3/2020 Minutes	5”	Ed Riggs, All	Present Discuss Move/Vote
Constituent Concerns	5”	All	Present Clarify
Regular Updates (Facilities, OIT, Budgeting, Safety and Security) Council Member Q&A	25”	Marvin Mills Jane-Ellen Miller Liz Greaney Adam Reid	Present Discuss
Where are we with our 2021 Goals (<i>page 2</i>)	25”	All	Present Discuss
Chair Report	5”	Ed Riggs	Present
Adjourn			

REMINDER

Next Council meeting is scheduled for
Thursday, February 11, 2021 from 2:00 pm to 3:30 pm via Zoom

	Spring 2021	Summer 2021	Fall 2021
Communications and Awareness OSC team:	Develop and post about OSC messaging	Prepare event messaging	Post awareness and event messaging. Evaluate pre/post metrics for web and establish baselines for other channels.
Online feedback form OSC team:	Establish processing procedure for submissions. Review online form and post to OSC webpage.		Refine process for submissions
Student Outreach (event) OSC team:	Plan and prep for event	Finalize marketing information and send to Communications and Awareness subgroup.	Run event and document metrics
Employee Outreach (event) OSC team:	Plan and prep for event	Finalize marketing information and send to Communications and Awareness subgroup.	Run event and document metrics

TIMELINE COMMENTS

- Develop and Post about OSC Messaging: A small should work on language for Inside MC Online discussing:
 - What OSC is
 - How OSC fits in the governance structure
 - Action items on how people can engage
 - Stacy thinks putting together an online form would help with this.
 - Stacy, Angela Nissing, and Patty Gorski have volunteered to work on this.
- Student Outreach: Student Councils and Student Senates should be the target.
- Employee Outreach: This is a target audience that can be done via Inside MC Online, emails, and visiting other governance councils.
 - Ed will need volunteers to visit other governance councils.
 - Jane Ellen, Liz, Adam, Ed, and Raquel can visit other councils.
 - Ed mentioned that once the messaging has been developed the volunteers can start the visits.
 - Stacy will help work on messaging.