

**Montgomery College Governance**

Academic Services Council

11 October 2018

CF 143, TP/SS

2:00 p.m. -- 3:30 p.m.

**Attendees**

Members Present: Joel Levine, Kim Murphy, Carol Burbage, Cathy Henley, Debra Bright, Jenny Hatleberg (proxy for Elizabeth Schlackman), Gregory Wahl, Kizzy Faria (proxy for Adaora Nwigwe), Arthur Katz, Phil Bonner (Instructional Designer, ELITE), Brad Pabian (Administrative Associate for Governance and Presidential Priorities), Elena Sainz (Liaison from the Office of Senior Vice President for Academic Affairs)

Absent: Amivi Laure Atsu, Samantha Veneruso, Monique Davis, Eric Benjamin

**Call to Order**

Chair, Joel Levine, called the meeting to order at 2:05

**Introductions**

Brad Pabian: Administrative Associate for Governance and Presidential Priorities

Proxies (Jenny Hatleberg and Kizzy Faria)

Phil Bonner: Instructional Designer, ELITE

**Chair Report**

- At the College Council meeting, Patrick Feehan, (the MC Information Technology Director) and Nell Feldman (Technology Manager) presented plans to roll out a “Two-Factor Authentication” process that all faculty and staff will use to help to detect and prevent account intrusion and identify theft.
- The presenters discussed faculty and staff’s participation in the authentication process. A link to a video explaining the purpose of enrolling in the authentication process is available on MyMC.
- The College Council Chair asked Joel to review the video on the enrollment process and contact the presenters to discuss his (Joel’s) reactions.
- Joel will send the video link to all ASC members.
- Free flu shot clinic available on campus
- Discussion on MC college plan for 2025—College held “cafes” to get people interested in finding out the future of the college.
  - Anticipating a drop in enrollment. College is trying to figure out how to adjust. Brainstorming session about interaction with broader community and how to overcome low enrollment issues.
- College is advocating for early voting for local elections from October 25<sup>th</sup> to November 1<sup>st</sup>.
- There is discussion of website revisions for governance website—let Joel know if you have any suggestions

**Open Comment Time**

No constituents present for open comments

**Approval of September 13, 2018 Minutes**

Approved by unanimous vote

## Review and Approval of the ASC Governance Goal Plan for 2018-2019

- Our goal plan needs to be submitted by Oct 31<sup>st</sup>
- The “Discussion Document” sent to ASC members was intended to provide a framework for the Goal review discussion

### Discussion of Academic Council Discussion Document Governance Council Plan 2018-2019

- Issue: statement is based in part on the ASC mission. As a Council we need to do more to make people aware of what we do and what we can do.
- There was discussion on whether we could change the issue, but Brad Pabian stated that asking to change the issue would be like asking to change the by-laws.

#### Motion to propose amendment to issue statement:

- Carol Burbage made motion; seconded by Greg Wahl  
Discussion: For purposes of brevity, end the issue statement at “mission.” Action item in statement does not need to be included.

#### Motion to change the wording to change the tone of the issue statement.

- Proposed new wording: “Increase awareness of the ASC among the college community.”  
Greg Wahl made motion; Debra Bright seconded.  
Motion passed unanimously.

#### Discussion of goals:

**Motion to adopt Goal 1:** The ASC will establish partnership approaches with MC constituents and councils that will strengthen participatory governance in ASC deliberations, actions and recommendations.

- Carol Burbage made the motion; Greg Wahl seconded  
Motion passed unanimously.

**Motion to adopt Goal 2:** This Goal involves continued exploration of shared opportunities and initiatives for bridging WD&CE program support with credit programs.

- Carol Burbage made the motion; Arthur Katz seconded
  - Discussion: Carol Burbage suggested that the language of the goal should be amended to be consistent with the language of the first goal so that it reads “**The ASC will continue** to explore shared opportunities and initiatives for bridging WD&CE program support with credit programs.”

Motion to amend the wording passed unanimously.

Motion to adopt the new wording passed unanimously.

**Motion to adopt Goal 3:** The ASC will support opportunities for students to enhance connections to academic curriculum through the use of social media.

- Motion to adopt goal: Arthur Katz made the motion; Greg Wahl seconded  
Motion to adopt goal passed unanimously
  - Discussion: There were many questions about how social media will be used to “enhance connections to academic curriculum.”
    - Questions raised:
      - **Greg Wahl:** How much knowledge do the people of the committee have of efforts already being made to use social media to take our courses successfully?

**Response:** There is information in curriculum design about how to use these sites.

- **Greg Wahl:** What does the information in curriculum design include?

**Response:** There are already efforts underway to integrate social media into curriculum design to make students feel more comfortable.

- **Kim Murphy:** Would faculty be forced to use social media sites such as Twitter to put information out to their students as part of the course?

**Response:** The goal is to assist in developing ideas that would promote efforts, not to attempt to force faculty to incorporate social media into courses.

- **Cathy Henley:** Do the members of the ASC have the expertise to move forward with this goal?

**Response:** We will look for assistance from people who are experts in the use of social media.

- **Carol Burbage** is not comfortable moving forward with anything involving social media.

**Response:** It is a goal to be achieved, not something that must be addressed immediately.

- **Greg Wahl:** What do the words “support opportunities” mean?

**Response:** This goal sounds like it is to have a liaison to the office that supports social media. We need clarification from the office of communications of what the liaison is expected to know in terms of social media.

- **Kim Murphy:** How is the term *social media* defined? Is it just Twitter and Instagram?

**Response:** Social media includes You Tube videos or anything else that anyone could access on line. For example, some professors put instructional You Tube videos up for their students.

- **Carol Burbage** is concerned about the phrase “to enhance connections to academic curriculum.”

- **Arthur Katz** questioned how the word *connections* is defined and questioned where social media fits in with the academic curriculum.

- **Carol Burbage** made the motion to strike the words “to enhance connections to academic curriculum” and insert the words “to engage students through the use of social media.”

- The goal will now read as follows: **The ASC will support opportunities to engage students through social media.**

- Motion to amend wording passed unanimously.

**Presentation by Sharon Bland, Chief Equity and Inclusion Officer** – Presentation has been moved to the November meeting—Sharon was stuck in traffic and did not make the meeting in time.

### Discussion of measures of each goal:

A vote was not necessary to approve the measures for each goal.

### Goal 1

Committee agreed to omit measures 3 and 4

### Goal 2

Measure 3: Committee agreed to pluralize the word *liaison*; committee agreed to omit the last part of the sentence: “and initiatives leading to submission of at least one proposal to be submitted to the College Council facilitating pathway bridges between WD&CE.”

**Goal 3:**

Measure 2: “by the end of the 2018 semester” should read “by the end of the Fall 2018 semester”; omit the words “in curriculum design.”

**Discussion of “Major Themes” for each goal:**

**Major themes identified for Issue:**

Educational excellence  
Access, Affordability and success  
Assessment and Institutional effectiveness

**Major themes identified for each goal:**

**Goal 1:**

Educational excellence  
Assessment and institutional effectiveness

**Goal 2:**

Educational excellence  
Access, affordability and success

**Goal 3:**

Educational excellence  
Access, affordability and success  
Assessment and Institutional effectiveness

**Meeting adjourned at 3:30pm**