

**Montgomery College**  
**Academic Services Council Meeting Minutes**

Thursday, April 9, 2020

1 – 3:00 PM

*(via Zoom)*

**Attendees**

*Present:* Colleen Dolak, Theodore Shusterman, Zaida Dang, Milton Nash, Adaora Nwigwe, Veronica Banh, Yvette Walters, Erika Bucciantini, Tonya Harris, Debra Bright, Arthur Katz, Robin Flanary, Clevette Ridguard

*Absent:* Monique Davis, Samantha Veneruso, Elisa Salas

*Guest:* Sharon Bland (absent)

**Call to Order**

Chair Colleen Dolak called the meeting to order at 1:07pm.

Note: The Academic Services Council meeting for March 2020 was cancelled due to a gubernatorial declaration of a state of emergency related to COVID-19

**Approval of Minutes and Agenda**

- February 2020 minutes and the agenda were approved.
  - Vote – majority/unanimous approval over Zoom
- Introduce Zaida Dang
  - ATPA student to fill out the rest of the term
- Touching base activity
  - Sharing our unforeseen silver linings and outreach opportunities
  - Examples include: thriving without caffeine, learning new technology, appreciation for the little things, rediscovering space, time with loved ones and music, fulfillment in purposeful work, daughter returned safely from abroad.

**Constituent Concerns**

- Students missing (who have not been online since we transitioned)
  - ATPA coaches have been calling students
  - Friday afternoon data from student calls will be collected and delivered to Dr. Rai
  - there will follow-up with students
- Praise: good connections with faculty and community over email
  - Clear messages from communications
- Student emergency request form/faculty advocate request form
  - Reviewed how to submit requests for student aid

- Pass/fail Memorandum
  - Pass/fail benefits not expanded
  - Expanded withdrawal abilities and benefits
  - WDCE lab classes and practicums simulated/online labs
  - Online work-arounds for most classes
  - Follow-up necessary on a canceled math class

### **Chair's Report**

The chair provided the following information:

- Attended College Council meetings
- There are two more days to vote for governance elections
  - Show of hands who has already completed
  - Encouragement to participate
- Check Coronavirus website
  - New information is shared daily
- No movement on last constituent concern: non-pay deletes
  - Task force maybe has been set in motion
  - Check with Samantha
- ASC Goals
  - Governance goals plan
  - Current goals
  - Opportunities for growth
  - Need to refocus on WDCE pathways development

### **Unfinished Business**

No unfinished business was presented.

### **New Business**

No new business was presented.

### **Meeting Suspension**

- 1:44-2:10

### **Guest Speaker (absent)**

Sharon Bland, C J.D., CPM; Chief Equity and Inclusion Officer

- Road map for success: strategic plan for equity and inclusion: PACEI document
  - Intentions, data, recommendations for action
    - Equity Summit
    - Campaigns #youarewelcomehere
  - Mission, vision, objectives, outcomes disability inclusion/universal design
    - Curriculum subcommittee
    - Community engagement

## **Announcements & Adjournment**

- Clevette Ridguard
  - Elections
    - 1,500 voting participants so far
    - emails to remind those haven't participated
  - Emergency Closure and Preparedness
    - MC has prepared for inclement weather, but this current climate is novel
  
- Draft minutes will be sent out soon
- Room in Rockville is reserved if we can meet face-to-face in May
- Zoom will be used if we are still sheltering in place in May

The meeting was adjourned at 2:28 pm.

Approved over email by majority vote 4/22/2020