

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

Thursday, December 10, 2020

10:00– 12:00 PM

*(via Zoom)*

**Attendees**

*Present:* Veronica Banh, Shelly Bennett, Erika Bucciantini, Colleen Dolak, Robin Flanary, Alex Galen, Tonya Harris, Muhammad Kehnemouyi, Milton Nash, Kiersten Newtoff, Theodore Shusterman

*Absent:* Fiona Glade

*Guests:* Early College; Dual Enrollment & MC2: Amy Crowley & Akima Rogers; Yvette Taylor; Constituent students: student Geovanka Levine

**Call to Order**

Chair Colleen Dolak called the meeting to order at 10:04

**Approval of Minutes and Agenda**

- November Minutes
  - Chair requested a motion to approve the November minutes
    - Motion to approve was made and seconded
  - Approved as it stands
- December Agenda approved
  - Chair requested a motion to approve the agenda.
    - Motion to approve was made and seconded
  - Vote – majority/unanimous approval via Zoom (all present (10) approve)

**Constituent Concerns**

- **Our role:** The Academic Services Council is to consider discussions on academic support programs including assessment centers, labs, registration, scheduling, website information, and transfer and articulation agreements, and forward suggestions to the College Council, the Senior Vice Presidents or other councils, as appropriate, for further consideration and/or action.
- **Early College, Dual Enrollment & MC2 Presentation**
  - Amy Crowley & Akima Rogers
    - Amy leads Early College Program
      - MCPS students to finish high school graduation requirements on an MC campus and begin college career simultaneously
        - 11<sup>th</sup> & 12<sup>th</sup> grade
        - organized in cohorts
      - Degrees transfer to MD 4-year institution
        - For jobs available in this area

- Requirements:
    - English and Math state assessments in 10<sup>th</sup> grade
    - MCPS GPA 2.75 or higher
    - Summer transition program
    - Academic Advising:
      - Early College Coordinator
        - To help and connect students
        - Advising
        - Seminars
        - Transition to MC and transition beyond
  - Adding many new programs next year
  - Spring 2020
    - 137 Students
    - 600+ courses
    - 92% ABC rate (collegewide 80.3%)
    - 264% Enrollment increase
    - 137% student increase over the last year
    - Projections: 500 students 2041 courses
      - MCPS pays
  - Transition to remote delivery
    - Delivery for Summer Transition
    - Hiring adjunct faculty because of hiring freeze
  - Instructional materials a struggle to stay ahead of
    - Biggest challenges going remote
  - Total graduates by AY 22-23 : 532
  - Savings for students: approx. \$12,700
  - Honors sections available
  - Broad number of schools nationwide students are applying to
- Akima leads Dual Enrollment
    - Ability for students to be high school and college student simultaneously
    - Two categories
      - Umbrella program for individual college courses
      - Middle College Program & Pathways
    - 1,200 students are dually enrolled
      - on MC campus or at high school sites
      - Most from MCPS but other students also
        - home school
        - other MD public schools
    - Students typically take courses that a student would take in their first & second year of college
    - Increase Fall 2015 473 students 563 courses
    - 959 students 1835 courses now
    - 83.9% ABC rate spring 2020

- Transitioning online was a struggle (it's usually closer 90%)
    - Enrollment up vs 2019 almost 30%
  - Middle College: students are enrolled in college but getting HS diploma through HS and college courses
    - Held only at certain schools
      - Northwest, Northwood, Clarksburg
    - Students may complete an associates while completing HS
  - P-Tech is a grate program that includes a career track
  - Competing bureaucracies (MC & MCPS)
    - Growth in Middle College enrollments Fall 2020 378% enrollment increase
    - Projected total graduates by 22-23 : 213
    - Students graduate with an associates and transfer or go into work force
  - Questions
    - Cap for winter courses for HS students: 2
      - hard cap
    - How can we tell if a student is dual enrolled or EC
      - Instructors have no indication
    - Students don't always know if they are in the program
      - Some students are notified until after class started
      - Some confusion for students enrolled in courses
        - at the HS guidance level
        - here needs to be a tighter process
          - Will be addressed with MCPS by coordinators
      - Faculty obligation: just to teach the students that show up
        - Coordinators will manage concerns
        - Please reach out if a student is absent for a week
      - Accommodations (IEP) at MCPS but must also apply through MC
        - College standards followed
        - Weekly and bi-weekly meetings & information sessions held so students & parents know what to do
  - Conclusion: Faculty should manage students the same as college students and reach out to coordinators with issues
- Constituents: student guest
  - Geovanka Levine
    - student's microphone was not working.
  - Conclusion: Erika will connect with student and send concerns over email to the Council

## Chair's Report

The chair provided the following information:

- Student's concern from last meeting followed up with
- Chair attended the College Council Meeting
  - Increasing awareness of what governance does
  - Increasing communication between councils
  - awareness
- Constituent concern
  - Tuition waiver for dependents status if community member passes
  - Will go to senior leadership
- Conflict of interest document
  - Policy update
  - Please open and read for public comments

## Old Business

- No old business was presented
  - Grateful for the presentations of EC and Dual-Enrollment

## New Business

- Based on the EC and Dual-enrollment presentations
  - Perhaps this is information that would be useful for new and PTF to be reminded of
  - Including FERPA
- Conclusion: Erika will craft an email for the PTF Institute for reminders at the PTF Spring Conference
  - Colleen, Alex, and Shelly will read the draft and comment before sending
- Next year's meetings
  - We will begin to meet in February
    - Possibly the 11<sup>th</sup> (second Thursday of the month)
- Please confirm your choice for a date by the end of the week
  - Update the poll for your expected availability
  - shoot for second Thursday
    - but can be flexible if necessary

## Announcements & Adjournment

- Draft minutes will be sent out soon
- Participate in the poll for next year
- Meetings will take place via Zoom
- General announcements
  - If you can't attend, please send a proxy
    - Please note if your proxy will have voting rights or not
- Please invite a student to join us next meeting
- Motion was made to adjourn, seconded
- Without objection, meeting adjourned

The meeting was adjourned at 11:09 pm.