

MONTGOMERY COLLEGE GOVERNANCE

Employee Services Council

Thursday, April 27, 2017

2:00 p.m. -4 p.m.; Location: MK 348

Minutes

Attendees

Members present: Nelida Andres, Veronica Arroyo, Rich Cerkovnik, Amy Crowley, Lisa Dyer, Liz Feldman, Victoria Lees, Alejandro Leopardi, Alex Micich, Genesis Powers, Krista Walker (HRSTM)

Call to Order

Chair, Amy Crowley, called the meeting to order at 2:13p.m.

- Motion made by Alex to approve March 23, 2017, accepted by everyone, minutes are approved

- No constituent concerns presented

Chair's report

April 11, 2017 College Council Report:

College Council votes to approved continuation of co-chairs of Faculty Council with co-chairs sharing stipend.

Compliance Unit: Vicki Duggan and Julie Martorana reported that they have 7 areas on Middle State report and that MC must now way for tracking student complaints and trends and must maintain a central repository for these complaints. Code of Conduct now lives within the Compliance Office.

Email Blast Update: Ray Gilmer was on hand to address situation and new policy on having college wide emails approved. Ray agreed that governance councils and unions should be exempt from going through this approval process before sending out emails to constituency groups.

Seat capacity and cancelled classes: Dr. Rai reported that the College has increased our percentage of seats used as compared to seats offered. In the spring 2017, sections were at 88% which is a 4% increase over 2016. MC has 117 start times and now we are planning schedule 3 years in advance. OER sections to increase to 250 in the fall 2017 from 200 that were run in fall 2016 that retained 98% of their students.

The list of all of the College Council Actions that been sent on to the Office of the President was provided and the majority and no final action. I request was made for an update from the President's Office at the next College Council meeting.

Amy worked with IR's Bob Lynch to identify a new employee engagement survey tool and presented the recommendation to the SALT, (Senior Admin Leadership Team), on April 17th. Quantisoft is the new tool that was recommended and accepted. It is to be administered in the fall of 2017.

HRSTM report:

"Workday" – July 1st deadline

- compensation section is almost done, unit impact analysis is done
- recognition awards
- HR unit has moved to new building

Election of Officers

Rich was nominated as new Chair- Accepted

Victoria nominated as Vice Chair- Accepted

Motion for two secretaries made by Alejandro all accepted

Alex and Genesis nominated for secretary -accepted

Goal 1- Destination Employer

Not ready to send to College Council for now. ESC will wait until things settle down in HR and take this up again next year.

Goal 2-PT Faculty representation on Functional Councils

Handout on percentage of ESH

3 to 1 now -3 to 2 recommended

Liz will need to make proposal in form of an amendment to college council.

Motion made by Liz to amend the constitution and take to the College Council- unanimous.

Amy will need and present constitutional amendment to College College now but Rich will do the defense in the fall after the amendment is posted for the formal comment period and it comes back to the College Council for a formal discussion and vote.

Goal 3 - FMLA

Handout provided by Genesis with MC's current policies as well as those of other institutions and employers

Recommendations made on ESC proposals for: paid family leave, continued use of current leave benefits, improving access to FMLA on MC's website and increasing access to alternate duty schedules.

Liz made motion to move for FMLA to be proposed to college council- unanimous vote.

New Business

Victoria suggested ESC invite Heather, Vicki and Julie to next year's meeting.

Meeting adjourned 3:52 p.m.