


To: Ms. Cathy Giovannetti, College Council Chair

From: Dr. Stephen Cain, Acting President 

Subject: **College Council Recommendation 18-11: Telework Status Request**

Date: October 11, 2018

Thank you and all the members of the College's participatory governance system for your leadership in considering issues of importance to the Montgomery College community. I have received and reviewed the College Council's recommendation 18-11: Telework status request. The Council's full recommendation is attached.

On May 8, 2018, the College Council voted to move recommendation 18-11 forward to the president. Staff Council received ongoing constituent concerns regarding a lack of information about the suspension of telework for employees in the Administrative and Fiscal Services division during FY18. Many of the concerns were requests for information about the reason for the suspension and the projected timeline. The concerns were from employees who lost the ability to telework and supervisory employees who lost the ability to renew telework agreements for the employees in their units.

On September 4, 2018, the senior administrative leadership team and I discussed this recommendation. On June 28, 2018, Donna Schena, interim senior vice president of administrative and fiscal services (AFS) sent a memo to all AFS employees stating that the telework restriction for AFS employees has been lifted effective July 1, 2018 (see attached memo). In addition, an assessment of teleworking best practices was completed and a telework work group has been convened. The work group is tasked to conduct a thorough review of teleworking and associated processes and to recommend training for telework applicants and their supervisors. Therefore, I consider this recommendation to be addressed.

Any further questions concerning this recommendation should be directed to Ms. Donna Schena, interim senior vice president for administrative and fiscal services.

Thank you for your dedicated service to Montgomery College's governance system and all of the work you do to support Montgomery College's mission and vision. Please do not hesitate to contact me if you have any further questions or concerns.

Attachment

cc: Senior Administrative Leadership Team
Director of Governance (Administrative Associates)
Director of Policy and Planning