

Montgomery College
Academic Services Council Meeting
Minutes

Thursday, December 12, 2019

1 – 2:30 PM

TP/SS Campus Cafritz 143

Attendees

Present: Colleen Dolak, Samantha Veneruso (also acting as proxy for Robin Flanary), Veronica Bahn, Tonya Harris, Arthur Katz, Regennia Williams (Zoom; also acting as proxy for Kimberly Murphy),

Absent: Adaora Nwigwe, Kimberly Murphy, Sydney Cauley, Monique Davis, Debra Bright, Milton Nash

Proxy: Erica Bailey (for Adaora Nwigwe)

Guest: Donna Kinerney

Call to Order

Chair Colleen Dolak called the meeting to order at 1:25pm.

Approval of Minutes and Agenda

November 2019 minutes and the agenda were approved as written.

Constituent Concerns

No constituent concerns were presented.

Chair's Report

The chair reported College Council meeting on Tuesday. A Student Council recommendation was approved – the College to change Columbus Day to Indigenous People's Day. Staff Council recommendation granting leave for staff to attend staff enrichment day was approved.

Plan to bring recommendation drafted by the council to next College Council meeting. Arthur Katz will attend the Student Council meeting to share the concern and request feedback. Shared with Faculty, Rockville Student Services and Success Councils. The recommendation included proposing a task force.

The Chair met with Dean of Student Success and the Director of the Assessment Centers who are willing to support the recommendation moving forward with data on testing and smart proctoring.

A council member suggested to examine the model to see if it meets our current needs.

The council reinforced the need to not use critical language of the assessment center – being supportive but recognizing that there are changing needs. Veronica Bahn agreed add to the recommendation to ensure it supports future plans for students. The council will not meet in January, so approval of the recommendation will be conducted over email.

Updates were shared on required training on Compliance and Internal Audit for all employees of the College, Census 2020- ambassador positions available for students, and presenters to come to the February meeting Safety and Security. Donna Schena spoke about the security changes, training, and

upgraded uniforms and equipment. Faculty Training Session will take place for faculty and staff on Wednesday, 1/15 from 9am-noon (location TBA) and Thursday, 1/16 from 1pm-4pm. Professional Week Info Sessions at 9:30am on Rockville and TP/SS campus.

Workforce Development & Continuing Education Pathways – Donna Kinerney

- Aligning Noncredit and Credit
 - Part of the academic master plan
 - Becoming embedded in a lot of different places
 - There are numerous ways to integrate workforce readiness skills into instruction.
 - Co-listing – credit and workforce students in the same class
 - Great way to raise enrollment rates
 - Straightforward way to make connections
 - Stackable credential program
 - Not wasting any time and all previous work is accepted
 - Built into whole instructional lineup
 - Ways to do it
 - Hard – sit down and align classes formally with a tool
 - Easy – gentle agreement
 - Micro-credentialing program
 - Data system
 - Processes in place and a very built-out website
 - 2 kinds
 - Aligned with the University Systems of Maryland – generic credential
 - More specific – develop own unique credential
 - Purple badge
 - In the works
 - Credit for prior learning
 - Not lots of credit for prior learning is available
 - Underutilized and hard to find on website
 - Perkin’s grant – need to put these systems in place
 - Military – get more credit for the work that they have done
 - Question – credential for foreign students?
 - Credit for Prior Learning Group decided to get a system in place first and expand it to incorporate some of other areas
 - Need to communicate widely and long-term effort, so military service members was a good place to start
 - Guided Pathways
 - Should have workforce WDCE perspective on it
 - Projects are all in various stages and moving forward
 - Career navigation
 - Working with Student Services at Student Employment Centers
 - Going out and getting people their first job
 - Try to work more closely with advisory groups
 - Program Assessments

- Guidance, Advisor, Counselor training
 - Need to understand the range of college resources
 - Collegewide pd on workforce
 - Help people understand what the local labor markets looks like
 - Help students articulate skills learned in class
- Challenges – institutional changes
- Question – how could the Academic Services Council help support some of the work on guided pathways, credit for prior learning, etc.?
 - Understanding and helping communicate
- Question – is there anything that can be offered to counselors?
 - Handbook – non-profit resource guide
 - Collegewide workforce week?
 - Is there something written up that lays out the stackable credentials?
 - Regular course catalogue on WDCE webpage
 - Career resource guide
 - Information on credit and non-credit courses listed on College website
- Question – what are the barriers to this?
 - Time is biggest barrier but need people to decide that this is going to be a priority
- Question – should instructors give feedback to noncredit students’ exams and papers?
 - Co-listed – students can opt to taking it
 - Credit and noncredit students attend same class
 - Instructor should grade all exams and papers
 - Expectation that all students get the same experience
 - If there is concern, should take it up to program director or supervisor.
- Question – what’s the relationship in terms of numbers students in WDCE vs credits?
 - Haven’t looked at the most recent numbers, but dropped back a little along with the economy

New Business

No new business was presented.

Announcement & Adjournment

The meeting was adjourned at 2:42pm.