

Montgomery College
Academic Services Council Meeting Minutes
Thursday, May 14, 2020
1 – 3:00 PM
(via Zoom)

Attendees

Present: Colleen Dolak, Theodore Shusterman, Alex Galen, Erika Bucciantini, Debra Bright, Clevette Ridguard, Muhammad Kehnemouyi, Adaora Nwigwe, Arthur Katz, Shelly Bennett, Kiersten Newtoff, Robin Flanary, Elisa Salas, Tonya Harris, Samantha Veneruso

Absent: Monique Davis, Zaida Dang, Milton Nash, Veronica Banh, Yvette Taylor, Andrea Campos, Juan Bonilla-Martinez

Guest: Sharon Bland

Introductions

Call to Order

Chair Colleen Dolak called the meeting to order at 1:20pm.

Approval of Minutes and Agenda

- April 2020 minutes were approved via email

- May Agenda approved
 - Vote – majority/unanimous approval via Zoom

Governance Reflections

- Experiences & Appreciation
 - Supporting constituents
 - providing Ethiopian students with language resources
 - Different concerns raised that effect the community
 - Crossing lines and collaborating with others we don't see day-to-day
 - Participating in a variety of other experiences outside of department or specialty
 - It is important to reach out to constituencies
 - Issues and boundaries: developing collaborative relationships is core
- Good news: Councils usually recommend potential college-wide changes
 - Significant recommendation from ASC: Assessment Center proposal report: Clevette will report to College Council that a taskforce is to take a comprehensive look at Assessment Center Student Services to make more student-friendly.

Constituent Concerns

- How do we elicit student engagement to bring constituent concerns to the Council
 - Do students understand what the Council does?

- Many avenues for feedback and communication
 - How do we pivot for our online reality?
 - Create a survey form? To offer to instructors
 - Student forums
 - Piggy back on already scheduled events
 - Attending Part Time Faculty Appreciation to recruit new members worked well
- What is in the ASC purview? Overlap with other committees?
 - Our charge is to consider academic support programs
 - Transition to MC support, Assessment Centers, transfers, registration, collaborate with WD&CE
- Ongoing issue: lack of student engagement in ASC is a problem
 - There should be someone on the Council to represent both daytime and evening students
 - There is an attendance policy (3 unexcused absences)
 - Student involvement is an ongoing problem in all Councils
 - Two students listed for next year
 - Concern for election process
 - How do we know the candidate will be engaged?
- Possible goal/priority for next year: Joint meeting with Student Council to advertise open student positions for students willing to be engaged
 - Goal for two years to communicate with students
 - Be more intentional to engage students and encourage student participation
 - Find barriers to participation
 - Very important to hear student feedback
 - A broad range of student voices is so helpful
- Reaching out to Student Government moving forward and we should go to them
 - A joint Council meeting would be ideal
- Hope to Accomplish
 - Find other ways to accommodate evening and weekend students
 - What services are open on Saturdays
 - There is a whole population of students we can accommodate better
 - Advising: many don't know their next step
 - Students
 - Faculty

Chair's Report

The chair provided the following information:

- Attended two College Council meetings
 - There will be an additional community engagement center
 - possibly mobile
 - Updates on job openings
 - College expansion questions
 - Need to expand our virtual offerings

- East County needs
- Development and Alumni Relations
 - 1,500 students supported but requests are still coming in
- Updates on COVID
 - Tools online
 - CARES Act supporting the college and students in need
 - Monies being awarded currently
- Student services is working to address supports for students
- Dr. Pollard extends her thanks to governance
- Elections held in College Council
- Minutes for College Council are online
- There be a thank you email
 - With a survey attached
- Resilient MC: plans to reintegrate

Unfinished Business

No unfinished business was presented.

Elections

- Chair, Vice-chair, Secretary
 - Nominations for Chair:
 - Colleen Dolak
 - Motion to accept and elect by acclamation
 - Nominations for Vice-chair (duties stand in absence of Chair):
 - Alex Galen
 - Motion to accept and elect by acclamation
 - Nominations for Secretary:
 - Erika Bucciantini
 - Motion to accept and elect by acclamation

New Business

- Governance training: August 27, 2020
- Summary of goals and accomplishments due tomorrow Friday, May 15

Meeting Suspended

- Meeting suspended 2:09-2:30

Guest Speaker

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

- Road map for success: strategic plan for equity and inclusion: PACEI document
 - 2020-2025 Highlights From Roadmap For Success March 2020 Draft Document
 - A guide for equity and inclusion
 - A companion document is forthcoming
 - Coming in June

- Goals for equity and inclusion from PACEI (President's Advisory Committed on Equity and Inclusion) developed Dec 2019-Mar 2020
 - Current diversity plan (from 2013) ends this June
- Intentions, data, recommendations for action
 - Equity Summit in 2019. 2020 postponed to April 2021
 - Equity Summit on MCTV
 - well-received and there will be another in June
- Goals unchanged from roadmap document
 - Framework
 - New: Leadership and social justice intensive seminar
 - A grant was awarded to launch institute in January
 - students get stipends to attend
 - give applications to students
- Subcommittee goals
 - Subcommittees are organized around goals
 - Example: first subcommittee: student experience
 - Increasing retention and graduation of African American men at MC
 - Research-supported data
 - Intentional about hiring, retaining, promoting African American men
 - Example: supporting evening and night-shift employees and online students
 - Surprising attendance at Zoom meetings that allowed more participation
 - Documented lack of services for evening and weekend students and faculty
 - Intentional dialogue about increasing services and emphasis on serving evening and weekend populations
 - Example: Disability Inclusion subcommittee
 - Reframe discussion about disability: a social-asset based model
 - Intentional about incorporation of voices to create a welcoming college environment
 - Be mindful of inclusion and access
 - Example: Faculty Teaching and Curriculum subcommittee
 - Objectives
 - a bullet point included to reflect on inclusive and equitable teaching practices
 - rubrics including alternative language to increase usefulness
 - Training for administrators in search committees on inclusive practices
 - ensure diverse pools of candidates

- even recommendations on where to advertise
 - Example: Reports and Communications Subcommittee
 - Offerings of courses with high DFWs in alternate languages
 - Request from Sharon:
 - Review Student Experience in College Culture
 - Submit thoughts on the two objectives
 - Review Faculty Teaching and Curriculum
 - Submit thoughts on the two objectives
 - Please get back to Sharon by the 22nd individually
- Q&A
 - Training: search advocate training and how implemented at the community college level
 - Hope to offer training at MC
 - limited to 25 people at a time
 - Intend to train an in-house trainer

Announcements & Adjournment

- Draft minutes will be sent out soon
- Please view the request from Sharon Bland
 - via email by the 22nd
- Weigh in on time for meetings next year
 - Time and location poll will be coming
- Plan for second Thursday of the month
 - If you can't attend, please send a proxy
 - note if your proxy will have voting rights or not

The meeting was adjourned at 3:08 pm.