

MONTGOMERY COLLEGE GOVERNANCE
Academic Services Council Meeting Minutes
 Wednesday, March 5, 2025
 via Zoom
 11:00 AM– 1:00 PM

Committee Members:	<i>Present:</i> Transcie Almonte-Sabio, Nawal Benmouna, Silas Burris, Dianne Cherry, Lauren Chin, Christine Crefton, Christina Gentile, Elyse Meredith, Fatima Mbodji, Angela Nissing (proxy for Elizabeth Benton), Nik Sushka, Page Whittenburg <i>Absent:</i> Elizabeth Benton, Lauren Chin
Academic Services Council Liaison:	Dr. Deidre Price, Senior Vice President for Academic Affairs/College Provost
Invited Guests:	Dr. Deidre Price, Dr. Michael Mills, Dr. Sarah Campbell, Dr. Nancy Newton, Dr. Jeff McGill
Meeting Attendees:	Maria Adams, S. Adams, Ali Fadl, F. Haleem, Suzette Spencer, J. Dufour, Clevette Ridguard

Call to Order

Chair Christine Crefton called the meeting to order at 11:01 a.m.

Constituent Concerns

- Is there a Germantown Campus mental health professional (psychologist) to support students and faculty?

Approval of Minutes and Agenda

- February 5th meeting minutes were reviewed and approved.
 - Motion to approve by Nik Sushka. Seconded by Page Whittenburg.

Academic Master Plan Updates – Dr. Deidre Price, SVP for Academic Affairs/College Provost; Dr. Michael Mills, Associate SVP of Equitable Access & Student Success; Dr. Sarah Campbell, Interim VP of Liberal Arts & Education

- AMP Goals – Dr. Price
 - Serving all students through academic advising.
 - Increase student persistence and completion through effective and structured advising that guides them from enrollment to graduation.
 - Transfer readiness skills - how ensure students are academically and professionally prepared
 - Need mechanism for departments to evaluate ways to incorporate career awareness and career advising in programs.
 - Designing programs and pathways to meet students’ needs.
 - Eliminate barrier between credit and non-credit to raise student awareness of what next steps are;

- How promote to students that they can return to us to upscale when thinking about career change.
 - Accelerated learning through student-centered teaching.
 - High impact practices – infusing undergraduate hands-on and research opportunities, collaborative assignments, writing intensive courses, global learning opportunities, and increase interdisciplinary experiences
 - Create exceptional academic experiences so students know content and why those skills learned matter for their future
 - Preparing our students for life beyond MC.
 - Post-completion success is tied to our Strategic Plan and Transformational Aspirations.
 - Workforce readiness and career preparation and strengthening transfer pathways for post-completion success
 - Create clear articulation agreements with 4-year institutions and asking how will they will support our students after transfer
 - Leveraging academic support centers and resources to equip students with skills needed – critical thinking, communication, ability to talk about work, collaborative skills.
- Academic Advising Workgroup – Dr. Mills
 - Advising is a strong component of the Academic Master Plan and the focal point of work with Achieving the Dream. An Academic Advising Workgroup was charged in January to look at advising at MC, what was done in the past, and moving forward. A lot of overlap with another Strategic Plan Workgroup on implementing Starfish to a greater extent.
 - Reviewing 4 recommendations submitted by Advising Redesign Taskforce in 2021. Tasked with developing an implementation plan beginning this summer into the fall. Broader focus on Starfish trainings during Summer 2025.
 - Seeking holistic advising model with a CARE network of counselors an program advisors & will submit recommendations by end of February 2025 that breaks work into phases. Will identify individuals to serve on implementation teams as work moves forward.
- Strategic Plans – Dr. Campbell
 - Broadening and deepening this advising work is fundamental to work and goals of our Strategic Plan.
 - Furthering many of our strategic plan outcomes, particularly creating effective, learning environments for all students and academic excellence in our programs
 - To create amazing experiences in the classroom, need meaningful advising first to get students in environments that meet academic and professional needs
 - Essential that our program faculty are engaged and that we work across divisions

AAWCC – Spring Conference – Dr. Nancy Newton, Manager of Grants and Sponsored Programs

- American Association of Women in Community Colleges (AAWCC) – MC Chapter
- AAWCC is dedicated to changing women’s lives through education, service and leadership development

- While focused on women’s leadership, men who are advocates of women leadership are also encouraged to join.
- Reasons to join: national and chapter membership; Leader’s Institute in June; access to programming and events; network and participate in PD; engage in social events and interface
- AAWCC Annual Conference on “Cultivating Relationships: The Heart of Leadership” on Friday, April 4, from 8:30 a.m.-1:30 p.m. at the MC GT Campus; membership included with registration fee: <https://info.montgomerycollege.edu/offices/aawcc/annual-conference.html#registration>

Operational Effectiveness & Strategic Initiatives Unit Update – Dr. Jeff McGill, Associate SVP of Operational Effectiveness & Strategic Initiatives

- Updates on ongoing initiatives:
 - Potential solution for WDCE registration and payment process
 - Looking at types of data, how using data, defining data points for common terminology cross-divisionally to ensure clear understanding of what is being measured, common language will allow for better predictive analysis for class scheduling, facilities scheduling, etc.
 - Workforce & Academic Alignment – many WDCE programs are being embedded and aligned with academic programs; opportunity to be an on ramp for those seeking new jobs; encourage students to return to renew/refresh/upskill industry skills
 - Campus Dean model – on-site representation for Dr. Price’s office on day-to-day basis to ensure continuity of operations; help coordinate schedules, facilities use, serve as primary point of contact for community.
- New initiatives:
 - Grants & MC Foundation – for Academic Affairs, Dr. McGill serves as point of contact for grants office and the MC Foundation for ongoing federal grant conversations and where we are as things change as we receive new guidance. Once office agrees on grant, it will go to the SVP’s for their decision/support.
 - Cross-divisional support – Academic Advising Workgroup and use of Starfish and how it might fit better; working with Dr. Cabellon’s office on student enrollment plan which will align with Academic Master Plan and Strategic Plan.
 - Working towards a model for a scheduling system and process for all events, classes, community activity, etc. are catalogued in one system.
 - Microsoft Lists – System in Office 365 well adopted by Academic Affairs that offers a tracking system for progress on projects, a way to keep projects going, and may reduce emails. Reach out if interested in a training.
 - Will use Power BI dashboard to see fiscal expenditures for grants with relation to the timeline of grant cycle. If interested in using a Power BI dashboard to track initiatives, can help with access to training.
 - Please participate in Policy & Procedure feedback requests through Dr. Van Camp’s office. Reviewing Chapter V to ensure organizational design and language matches our capabilities and is still what the college wants to do.

- Academic Affairs is reviewing how we do budgets, how dollars are spent, and how they strategically align with what we're trying to accomplish.

Chair's Report – Dr. Christine Crefton, Academic Services Council Chair

- 2024-25 Governance Theme: “Bold Transformations to Empower All Voices and Thrive Together”
- Be in the Know: Employee Matters, The Monday Minute, and Inside MC
- MC Foundation Innovation Grant – Theme is “Achieving Student Success Through Bold, Innovation and Transformational Opportunities.” Deadline to apply is March 21.
- Staff Enrichment Day on March 19, 8 am-4 pm at GT Campus, Theme “Stronger Together: Transforming Tomorrow”
- Memos/ Notifications – MC Wellness March newsletter, Elite Digest, Memo: Engagement and Suspension of College Services during Commencement.
- Proposed modification to Procedure 53001: Academic Regulations and Standards. Please submit feedback by March 12 on the P&P webpage.
- Celebrate March Heritage months with MC Library
- Open Education week March 3-7, 2025:
<https://www.montgomerycollege.edu/offices/elite/open-education>
- Register in Workday for: 10 Years of STEAM on Friday, March 7, RV Campus, SC 152– Register in Workday; Inclusion by Design Summit on Friday, April 11; Equity Week on April 7-13 – <https://www.montgomerycollege>
- 2025 Spring Catalog for Employee Professional Development
- ignite Hub – <https://ignitehubmc.com/events/month/>
- Spring Job Fairs from MC Student Employment Services – <https://bit.ly/MCJobEvents>
- Free Rapid HIV Testing available at TP/SS, RV, GT Campuses
- Mobile Markets – volunteers are always needed, register on the website
- Student Wellness Center: Food on Campus for Students:
- Governance Nominations open until March 7. Virtual info session on March 14.
- Join the MC Governance Instagram - @MC_GOVERNANCE Instagram

Announcements, Updates, Closing Remarks – Dr. Christine Crefton

- Will review our goals at the next meeting.

Adjournment

- Motion to adjourn by Dianne, seconded by Christina.
- Without objection, the meeting adjourned at 12:37 p.m.