

**Montgomery College**  
**Academic Services Council Meeting Minutes**  
Thursday, April 11, 2024  
1:00 PM– 3:00 PM  
(via Zoom)

**Attendees**

*Present:* Dianne Cherry, Zhou (Jojo) Dong, Antonette Jones, Valerie Lantz, Elysse Meredith, Tilandra Rhyne, James Sniezek, Nik Sushka, Annie Welsh

*Absent:* Nawal Benmouna, Elizabeth Benton, Silas Burris, Jack Casimir, Zahra Sarfraz

*Proxy:* Nik Sushka for Nawal Benmouna, Carolyn Terry for Deidre Price

*Guests:* Angie Moy, Sonia Pruitt

Academic Services Council Liaison:

Dr. Deidre Price, Senior Vice President for Academic Affairs/College Provost

**Call to Order**

Chair Tilandra Rhyne called the meeting to order at 1:03 p.m.

**Constituent Concerns**

- **Our role:** The Academic Services Council is to consider discussions on academic support programs including assessment centers, labs, registration, scheduling, website information, and transfer and articulation agreements, and forward suggestions to the College Council, the Senior Vice Presidents or other councils, as appropriate, for further consideration and/or action.
- Constituent Concerns
  - Faculty would like more administrator support for Advising Day. Students think it's just a day off. We need more communication and advertising support from the administration to encourage students to participate in the advising events on that day.

**Approval of Minutes and Agenda**

- March meeting minutes
  - Elysse motioned to approve the minutes as edited, Jim seconded
  - Minutes are approved unanimously

**Chair's Report** – Tilandra Rhyne

- 2023-2024 College Council Theme: Cultivating connections across the College community to empower everyone's voice

- Stay informed and engaged
  - Employee Matters
  - The Monday Minute with Dr. Williams
  - InsideMC
- Governance Elections Voting ends on April 12
- Inclusion by Design Summit – Creating a Culture of Inclusion for All
  - April 12, 2024
  - Free and open to everyone
- Student Job Fairs on campus
  - Germantown – April 10
  - Takoma Park/Silver Spring – April 16
  - Rockville – April 26
- Dr. Williams conversation with Robert Espinoza, CEO of the National Skills Coalition
  - April 16, 3:00 pm, Rockville Campus
- MC Wellness April Events and Programs
  - Virtual Zoom Yoga Classes – April 16, 23
  - Equity Walk or Run (3K) – April 18, 2024 at Rockville Campus Track
  - Health and Fitness Screenings
    - April 25, CT
    - April 26, Rockville
  - Virtual Nutrition Consults – April 26
- Equity Week – April 15-19
- Truth, Racial Healing, and Transformation (TRHT) Campus Center hosting a virtual Healing circle on April 18<sup>th</sup>, 10:00 am – 12:00 pm
- Nobel Laureate: Dr. David Wineland
  - Quantum Computers and Raising Schrodinger’s Cat
  - Friday, April 19, 2024
  - 9:30 – 11:00 am
  - Globe Hall in HT at Germantown
- Drug Take Back Day – April 25 on all three campuses
- Ballot Drop Boxes at Montgomery College
  - TPSS: Charlene R. Nunley Student Services Center
  - RV: Long Nguyen and Kimmy Duong Student Services Center
  - GT: Bioscience Education Center
- Spring 2024 Mobile Markets
  - Germantown Campus - January 31, February 28, March 27, April 24, June 5, July 3, July 31
  - Rockville Campus - February 7, March 6, April 3, May 1, June 12, July 10, August 7
  - Takoma Park/Silver Spring Campus - February 14, March 20, April 10, May 8, June 26, July 17, August 14
- Men Empowering Network

- Meetings Tuesdays 2 – 3 pm in Long Nguyen and Kimmy Duong Student Services Center Room 214
- Spring 2024 Safe Zone Training
  - Tuesday, April 30, 2024
  - 9:00 am – 4:30 pm
  - MK 123/124
- Commencement 2024
  - Friday, May 17, 2024 at the Rockville Campus
  - Call for Volunteers – email [events@montgomerycollege.edu](mailto:events@montgomerycollege.edu)
- Required Training – Some deadlines extended
  - The Journey Toward Becoming an Anti-Racist Institution
  - Data Security @ MC – Annual Review FY 24
  - Bridges: Building a Supportive Community – Cleary Act and Title IX
  - Shatterproof
  - Digital Fundamentals for Teaching and Learning
- New Vending Machines on Campus
  - Cafritz Art Center at TPSS
    - Fresh food machine should be replenished daily
  - Macklin Tower at RV
  - Mannakee Building at RV

#### **Academic Affairs Update – Carolyn Terry**

- East County Education Center
  - Dr. Tesfa – interim director
  - Fall schedule in place
  - Spring schedule in planning stages
  - Advertising
    - Emailing current students
    - Digital signs
    - Features on MC and MyMC website
    - MCPS – summer classes start after MCPS spring classes end
    - Community groups have visited the building
- Leggett Building
  - Information will be sent out to students as soon as the building opens
  - Vending machines will be in the building

#### **Preparation for Upcoming Meetings**

- April 25
  - Sokol Mato, Director of Auxiliary Enterprises
    - Establishing evening book store hours
    - New vending machines at Germantown?
    - Will the HT vending machines be relocated while the building is closed for the summer?

- John Hamman, Chief Analytics and Insights Officer
  - Data on student access to academic services
  - Student Satisfaction Survey
  - Integration of TargetX Tool
  - Where can program managers access programmatic data?
    - Programs that enroll fewer than 5 students per year or complete fewer than 25 students over a 5 year period are asked to complete a viability report
    - This process was paused during the pandemic and just restarted this year
  - The Resource Planning Toolkit is available on Academic Affairs website
  - What days and times are students accessing services
- May 9
  - Guillermo Laya, College-wide Assessment and Testing Centers Director
    - Continuing conversation from February meeting
    - Examiity to Meazure transition
    - Evening hours at Assessment Centers
  - Student Affairs Deans from all three campuses
    - Student communication on each campus
    - How are student resources advertised?
    - Is there a way to streamline communication with students?
  - Dana Baker, First Year Experience Counselor
    - Students access the Student Insiders' Guide
  - IT representatives
    - MyMC portal update
    - Will the MyMC portal update affect other SSO applications and the login for our Microsoft account?
    - Blackboard Ultra support for faculty and students
- Invite Chris Cusic, new director of instructional and administrative services, to a future ASC Meeting
- Impact of FAFSA delays - will there be a collegewide coordinated response?

### **Adjournment**

- Motion was made to adjourn by Dianne, seconded by Jim
- Without objection, meeting adjourned

The meeting was adjourned at 2:16 p.m.