

MONTGOMERY COLLEGE GOVERNANCE

Employee Services Council

Thursday, February 8, 2018

2:00 p.m. - 4:00 p.m.; Location: CT S201

Minutes

Attendees

Present: Chauncy Butcher, Christopher Campanella (for Siobhán Quinn), Richard Cerkovnik, Lisa Dyer, Liz Feldman, Mary (Aggie) Harrell, Victoria Lees, Krista Leitch-Walker, Alex Micich

Call to Order

The meeting began at 2 pm.

Constituent Concerns/Comments

- Response to the prior inquiry on how to record Jury Duty leave. It is listed as Civil Leave in Banner.

Review of January 25, 2018 minutes

- January 25, 2018 ESC minutes were accepted with one minor amendment.

Chair's Report

- PT Faculty recommendation will be taken up by College Council at the February 13, 2018 meeting.
- 60/40 ratio of Full time Faculty to Part time confirmed by Dr. Rai.
- Dr. Pollard will be on Sabbatical from July 1 through December 31, 2018.
- Ethics survey will be active Feb. 26 through March 9, 2018.

HRSTM Report

- AFSCME (support services employees) and AAUP are in compensation negotiations with the college.
- Pause on Workday project (some modules)— assessment is in process on how to continue implementation.
- Performance Management to transition to Workday—hope to begin designing configuration in April, 2018.
- Surveys (360) on Academic Affairs supervisors released next week.
- New HRSTM website will be available hopefully by end of February, 2018.
- Appointment of Dean Position (Education and Social Sciences) will go to recruitment. Eric Benjamin is the current interim Dean.
- Department chair position renewals are coming soon.

College Council Charge to ESC per non-bargaining grievance process

- The ESC has been charged by the College Council to review the non-bargaining grievance process. The College Council Chair remarked that he thought that the process for non-bargaining employees was more onerous than that for bargaining employees.

Pending constituent concerns

- The committee reviewed a list of goals and constituent concerns and updated the status of each.

Update on Goal related to standardization

- Handed out a list of items to be addressed
 - Noted lack of consistency of input in PT faculty in department meetings
 - Noted lack of recognition of PT Faculty preferences in classes taught
- Rich recommended grouping observations into a few broad groups and developing best practices in each. Rich recommended meeting to accomplish this.
- Chauncy suggested two broad categories to start
 - Effective Communication
 - Succession Planning
- Suggested to streamline the process of recruitment onto councils and to make employees more aware of them.

Update on FMLA

- Task force in HRSTM is looking into leave policies and will make recommendations in aligning them with new state legislation
- Information needed in reference to the above referenced task force:
 - Who is on the group?
 - How far have they gotten in the assigned task?
 - When can we expect a progress report?

Update on Employee Code of Conduct and Ethics

- It was suggested that whoever is tasked in leading this subgroup, should begin with investigating the website.
- Same group should monitor progress and report back.

Open Topics

- Handed out was a list of PT Faculty concerns and/or suggestions.
- SVP Janet Wormack requested to be invited to the ESC April meeting to discuss Telework.
- Request for EEAG to be on next meeting's agenda.
- Research telework best practices.

Meeting adjourned at 3:58 p.m.