


To: Ms. Cathy Giovannetti, College Council Chair

From: Dr. Stephen D. Cain, Acting President 

Subject: **College Council Recommendation 18-10: Modification to Procedure 32500CP**

Date: October 11, 2018

Thank you and all the members of the College's participatory governance system for your leadership in considering issues of importance to the Montgomery College community. I have received and reviewed the College Council's recommendation 18-10: Modification to Policy and Procedure 32500CP regarding the telework application process. The Council's full recommendation is attached.

On May 8, 2018, the College Council voted to move recommendation 18-10 forward to the president. Staff Council recommended a modification in language to 32500CP that provides more clarity to the telework application process. Staff Council received ongoing constituent concerns regarding a lack of information about the suspension of telework for employees in the Administrative and Fiscal Services division during FY18. Many of the concerns were requests for information about the reason for the suspension, the projected timeline, and the telework application process. These concerns were voiced by employees who lost the ability to telework and supervisory employees who lost the ability to renew telework agreements.

On July 1, 2018, the one-year suspension of the procedure was lifted, an action that was communicated in writing to the division. Furthermore, the interim senior vice president for administrative and fiscal services has convened a work group to review the telework application process. This recommendation is assigned to Dr. Kevin Long, director of planning and policy, and has been referred to President's Executive Council policy and procedure process for action.

Any further questions concerning this recommendation should be directed to Ms. Donna Schena, interim senior vice president for administrative and fiscal services.

Thank you for your dedicated service to Montgomery College's governance system and all of the work you do to support Montgomery College's mission and vision. Please do not hesitate to contact me if you have further questions or concerns.

Attachment

cc: Senior Administrative Leadership Team
Director of Governance (Administrative Associates)
Director of Planning and Policy