
MONTGOMERY COLLEGE GOVERNANCE

Faculty Council
April 20, 2017
12:30–2:30 p.m.
HU 009

Attendees

- Members present: Sharon Anthony, Eric Benjamin, Zenobia Garrison, Angela Nissing, Rick Penn, Tracey Smith-Bryant, Anthony Solano, Alan Stover, Steve Thurston, Page Whittenburg, Tracie Witte, Margo Woodward-Barnett
- Proxies present: Cathy Wilson for Laura Gardner, Page Whittenburg for Joe Thompson, Patricia Lane for Monica Zhang
- Members absent: Jennifer Ausden, Zhou (JoJo) Dong, Robin Flanary, Ever Grier
- New 2017–2018 members present: Belinda Adams, Daniel Santore
- Guests: Seth Kamen, Donna Kinerney

Call to Order

Chair Rick Penn called the regular meeting to order at 12:40 p.m. The agenda was approved as amended by unanimous consent. Current and new council members introduced themselves.

Constituent Comments

Steve Thurston expressed concern about a comment made by a presenter at the April 6 Faculty Council meeting regarding OERs and Z-courses in which the presenter stated the College is in the same position now as it was when it began online courses. Noting situations that occurred in the English Department with the original online courses, he warned against treating the current situation like the “learning curve” with online courses because what happened was far more serious than a learning curve.

Tracie Witte noted that the door to the main entrance of the Humanities Building has been broken since February and is a fire hazard that needs to be fixed immediately.

Approval of Minutes

Minutes from the April 6, 2017, meeting were approved as amended by unanimous consent.

New Business

Credit for Prior Learning and Stackable Credential Initiatives in the Academic Master Plan

Seth Kamen informed the council about a new MC model for credit for prior learning that includes external credit by exam, internal credit by exam, workplace experience, and life skills. He also discussed steps that need to be taken over the next five years to implement the new processes, including the eventual evaluation of all prior learning courses and exams via Curriculog.

He asked the Faculty Council to provide feedback on the proposed membership for the Credit for Prior Learning Committee and said there would be opportunities for additional faculty participation in subcommittees and as campus liaisons. The council will discuss this and other issues of concern regarding how credit for prior learning will be awarded at the next meeting; as well as recommend that representatives from both Curriculum and Academic Regulations and Standards be added to the roster.

Donna Kinerney discussed stackable credentials and told the council about a grant the College has received through which credit and WD&CE faculty in four programs (data science, early childhood, business and biotech) will be able to use a tool developed to systematically streamline and reduce redundancies in skill outcomes and development for courses leading to first level credentials.

Chair’s Report

Student Council Recommendations

Rick Penn said he had forwarded to Dr. Sanjay Rai the Faculty Council's response regarding two Student Council recommendations recently endorsed by the College Council. The full text of the response follows:

- *Know Before Registering*
While faculty are supportive of the students' desire to have more information as early as possible, the majority of the faculty believe that the request for *individual future* syllabi is impractical as presented. Syllabi are generally not prepared months in advance, and in many cases class assignments, especially for part-time faculty but also frequently for full-timers, are not even finalized before registration begins. That said, support was voiced for making course information available to students within these constraints. In particular, the Faculty Council recommends that departments make course outlines and outcomes easily findable on their websites, including any department-wide syllabi, which generally state the number of papers, whether there is a lab requirement, etc. Additionally, faculty can be requested to contribute previously used syllabi to a department repository which can then be made available to students to review. While many faculty indicated that they would willingly contribute to such a repository, it should be made explicitly clear to all chairs and deans that this is not an obligation, as the P&P explicitly defines syllabi and course materials as the intellectual property of those who create them.
- *Quiz/Exam Make-up*
Faculty are of course overwhelmingly supportive of a compassionate approach to make-ups; however, the exact mechanism requested is viewed as impractical, primarily due to the fact that this issue is too nuanced for a one-size fits all approach. The implications of requiring a make-up are very different when a quantitative test is missed than when a lab is missed, or an essay deadline, or a test in a discipline that is tied to an external certification, etc. In particular, a discipline such as nursing, which has no discretion about testing, would be unable to comply with such a blanket policy. Additionally, a policy that mandated any specific accommodation would need to list *all* circumstances in which this accommodation would apply, which was also viewed as difficult to anticipate. Finally, attendance-related policies are already addressed in the Academic Regulations. Therefore, the Faculty Council suggests that this recommendation go back to the Student Council to address as many of the above concerns as possible, after which it should be submitted to the Academic Regulations and Standards Committee for vetting and then, if appropriate, implementation.

Selection of Chairs

Rick Penn reported that as the first four-year term of chairs is coming to an end, many faculty members have raised questions about the process by which chairs will be appointed. He noted there is no updated policy and procedure. He will discuss this with Dr. Sanjay Rai.

Committee Reports

Academic Regulations

The Faculty Council approved Prof. Satarupa Das as Takoma Park/Silver Spring representative and Prof. Abner Mintz as Rockville representative for the Academic Regulations Committee.

Tracie Witte submitted a committee report. It is attached to the minutes.

Curriculum Committee

The committee did not meet. No report was provided.

General Education Committee

The Faculty Council approved Peter Zakutansky as Arts distribution representative for the General Education Committee.

Sharon Anthony submitted a committee report, including a copy of the recently updated general education course substitution appeals process. The committee report is attached to the minutes.

Campus Faculty Senates

- Rockville – Steve Thurston: A report was e-mailed to council members.
- Germantown: No report.
- Takoma Park/Silver Spring: No report.

Faculty Issues Committee

No report.

Announcements/Adjournment

Faculty Council officers for 2017–2018 will be elected at the next meeting. New and continuing council members are encouraged to consider serving as an officer.

Steve Thurston made a motion to adjourn at 2:29 p.m. The motion was seconded and passed unanimously.

Meeting adjourned at 2:29 p.m.

Zenobia Garrison
Faculty Council Secretary

Academic Regulations and Standards Committee Report Update to Faculty Council, 4/20/2017

The Committee on Academic Regulations and Standards met, as scheduled, on Friday, April 14, 2017. Please find the committee's continuing and new business below:

New Business

- **Academic Regulations and Standards Committee Membership and Chair**
 - o Committee membership
 - The Committee will be in need of a teaching faculty from each of the three campuses and one Instructional Dean for the next academic year.
 - o Committee chair
 - Alice Wang has been nominated to serve as chair for the 2017-2018 Academic Year. The committee will vote on the chair at the next meeting (4/28).

Continuing Business

- **Academic Second Chance**
 - o Committee member, Kimberly Drain has been working with Sharon Petrillo on revising the proposal for an Academic Second Chance regulation. They will present what they have been working on at the meeting on April 28.

- **Academic Regulations Re-organization**
 - o The committee continued its final drafting of the proposed new organizational structure of the Academic Regulations.
 - o The revised draft will be voted on at the next meeting and then sent to the office of the Senior Vice President of Academic Affairs for review. An update will be provided to the Faculty Council in the fall 2017 semester.

Respectfully submitted by,

*Dr. Tracie Witte
Chair, Academic Regulations and
Standards Committee*

**General Education Standing Committee
Update to Faculty Council, 4/20/2017**

Action Needed:

- Approval for new GESC member: Peter Zakutansky, Professor from the Speech, Dance, & Theatre Department, is seeking Faculty Council approval to replace the outgoing Arts Distribution representative, Patricia Johannsen, as the voting ARTD representative on the Gen Ed Standing Committee. The GESC highly recommends her appointment.

New Business:

- General Education Course Substitution Appeals process update: The process for applying for a Gen Ed Course Substitution has been recently updated, and the new process has students work with the academic departments to apply for a Gen Ed course substitution and to submit the paperwork directly to the Gen Ed Committee (via GenEd@montgomerycollege.edu). The paperwork and instructions are linked to the Gen Ed Committee tab on MyMC, and we hope to have the online instructions on the MC website updated very soon. The instructions and application are attached to these minutes. (See Attachment A.)
- Nominations for new GESC Co-Chair: The GESC is still actively recruiting an incoming co-chair to replace the outgoing co-chair, Sharon Anthony, for the next academic year, AY17-18. A description of the co-chair responsibilities and ESH allotment is available upon request.

Course Certification Reviews:

- The Gen Ed Committee continues to review Behavioral & Social Sciences Distribution and Natural Sciences (lab and non-lab) Distribution courses' Gen Ed Course Certification packets this semester
- Arts Distribution and English Foundation courses' Gen Ed Certification packets are due to the Gen Ed Committee by the end of the spring 2017 semester and will be reviewed by the committee next year.

*Respectfully submitted,
Sharon Anthony
Co-Chair, General Education Standing Committee*