

Montgomery College
Faculty Council Meeting#2
Minutes
October 3, 2019

Presiding: Tim Kirkner and Michael LeBlanc, co-chairs

In attendance: Sharon Piper, Ben Nicholson (proxy representing _____), Erin Marcinek, Katie Mount, Norma Winffel, Belle Scheibner, Anthony Solano, Alan Stover, Comfort Davis Mingot, John Quah, Keith Martin, Kimberly Yost, Erica Hepworth (remote)

Guests: Sharon Bland (CEIO), Rachel Bonaparte (PACEL), Andrea Foster (PACEL)

Meeting has been called to order 12:50

Agenda approval moved and seconded.

Minutes from 9/19/19 will be sent out to the membership.

Chairs report: TK was at the council chairs meeting last week. Annual report from the College was distributed and needs to be summarized from one of the membership of Faculty council. A volunteer is needed to summarize the report for our next meeting. _____

The College Council also wanted to insure a discussion of the equity dialogues, the drug and ETOH changes that went out to the college, MC mentoring, and the youth programs that are available from WDCE.

BOT dinner- We have been invited to attend the BOT dinner for 10-21-19. Questions were raised about the topics for discussion at the dinner. BOT sets own agenda, it's a timely process and contributions from Faculty council are not solicited or appreciated. When the question about a joint agenda was raised by T. Kirkner was deemed "silly". M. LeBlanc pointed out that face time is important to make contacts with the BOT members, to initiate conversations and

Develop relationships with BOT. FC members and guests attending the dinner are:

Michael LeBlanc
Anthony Solano
Harry Zarin
Jarvis Slacks
Robin Flannery
Erin Marcinek
Rebecca Thomas
Comfort Mingot
Kimberly Yost

Other issues: M. LeBlanc brought up the van that has been visiting the Germantown campus as a part of mobile market. The organization that sponsors the van is Centro Tepeyac, which is an anti-choice organization. Health care provided by the van includes flu shots, pregnancy tests and ultrasounds. Approval for the van went through student life, but there is no evidence that legal ramifications or

political issues have been considered in this van being sanctioned by the college. There is also very little information about what type of counseling and health information is being provided to the students who use the van's services.

Equity and Inclusion update-

Sharon Bland and representatives/liaisons for equity and inclusion have been appointed. Andrea Foster represents Dr Rai, Rachel Bonaparte is representing Acting chair for PACEI. Introductions from the membership.

Presentation- an electronic version of the presentation has been requested but was not provided to FC as of this time.

The presentation covers the following:

Defines PACEI and its mission as well as the Equity and Inclusion road map.

Equity and Diversity awards- SB will be seeking input from FC on membership for that committee.

Student involvement has been significant, running "Pizza for your thoughts" luncheons and FB live sessions.

Recommendations proposed: Dr Bonaparte- See presentation- how can faculty council help?

- Question added to student evaluation – instructor acknowledges and respects student diversity
- Bullet point on Eval form A for FT faculty- are inclusion and equitable practices used in classroom
- PT faculty eval form- "the instructor acknowledges and respects student diversity"
- Discussion about accessibility for students- the items implies access to technology, but may need to be amended to reflect that faculty are sensitive to student access to technology and may make adaptations for students who don't have cell phones, lap tops, etc

T. Kirkner made the point that students may not know what the above statement means and consequently interpret it in a way that may not provide reliable data. Consequently, it may be used in faculty evaluation discussions and the results may not be interpreted accurately which might affect a faculty evaluation outcome

E. Marcinek made the point that E&I may want to look at point value system for initial hire for FT faculty and how that might become an E&I issue

Please note dates to remember for E&I events at end of presentation. Town halls are also being held, with student "Pizza for your thoughts" being held prior to that. Town hall specifically to review road map for E&I.

Committee reports:

Academic regulations: Norma Winffel. Report distributed.

One ongoing issue raised is who takes ownership of the academic regs. appeals report- and then where does it go? With Academic regs. having access to the report, then maybe patterns could be identified in

terms of frequently cited issues. Until now a report of the academic appeals has not been summarized and findings might inform improvement of the process. B. Nicholson- makes point that appeal is occurring because a student is breaking a regulation and has exhausted other options. Point made that if report is sent to Dr Rai's office, it should also be sent to student affairs (Dr. M. Brown) because issues may involve BIT, title 9, etc. T. Kirkner- it would be good for FC to see the appeals reports because information could be used against faculty members.

Summary- report should be developed by Academic regs, come to FC, then go to DR Rai's and Dr Brown's office.

Changes in how grades and credits are reported- based on credit for prior learning

Question: Can these changes be shared by FC to entire FT faculty?

Concern is: Credit by proficiency assessment- (see h/o with CPL edits, item 3.7 D) – concern is that if a student has a proficiency assessment grade, that it be counted as an actual grade which counts as part of GPA for student transcript. This is not how grades are assigned now. Other issue is in 3.7 C- where it is designated that proficiency credit can be determined by faculty, but can only be determined by College wide curriculum committee.

Another concern is- How quickly does this need to be responded to, CPL committee wants to make this happen this semester.

Proposal from E. Marcinek that we send something out to the Faculty that describes these changes. This issue being moved to ongoing business and will be discussed again next meeting. Dr Rai and his office will have the ultimate decision on credit for prior learning implementation.

Curriculum committee:

Current topics: trying to update/clarify with

academic regs the course substitutions for gen ed courses, course substitutions for electives chosen within departments, and to clarify what is the last active catalog for any given student.

Committee also working on shelving lists (courses that have not run for 3 or more years), and the curriculum committee membership as committee was created before we had program chairs.

Course order initiative (what order are courses taken in) through AdAstra also being worked on. Another massive project is collecting data on CAPPs and how students are being rejected for graduation, concern is that the college has created barriers to graduation, now trying to collect data to clarify and alleviate these barriers.

General Education: see attached report

Ongoing issues- still have a need for a co-chair. New members approved by FC. Gen Ed now also on the committee for fields of study- Jim Smith will be representing gen ed.

Next- year- huge issue is the design of re-certification of all gen ed. courses, in conjunction with alignment of CAR, CCC, & assessment processes.

Assignment of FC membership to other active committees:

Assignment to other committees from FC- need to devote sometime from each meeting to placing people on requested committees.

Voting on- Sharon Tubin Rowe (instructional faculty) and Zenobia Garrison (Counseling faculty) have been nominated and approved by unanimous vote as the FC representatives to the fields of study committee.

Goal priorities:

Identification of priorities: for FC for this AY

Seek accountability from administration- role of watchdog

Communicate better with constituents

Build partnerships and coalitions

Discussion- we really need to prioritize the work of the committee vs. the face time of all the various committees that want to come and meet with us. Prioritize that either information can to be given to us without the face-time, and we will return with comments, or

Visitor Presentation- 10 minutes, Q&A 10 minutes, and all materials in advance.

Boilerplate communication letter: From Joe Thompson (this was provided to members via email)

Edits provided, LeBlanc will forward the final draft out to us and we will share with constituents prior to the next meeting.

2FA Duo Mobile- some faculty have had issues with using personal phones for having to sign onto security for 2FA Duo Mobile.

Deadline for implementation was this past Monday 9/30/19. Nicholson says some of the faculty in his department has obtained FOBs to use in lieu of personal phones.

Suggested that FC sponsor an open forum to address concerns, having reps from company to attend to explain issue. Faculty were not offered FOBs/dongles if they have issues with personal phones or do not have smart phones. Question was asked of 2FA can people have option of requesting dongle? This information needs to be provided to faculty. Issues of resistance to 2FA to go back to faculty and staff's feelings about the institution, lack of communication about decisions directly impacting faculty, and assumptions that are made that can violate people's personal boundaries. Faculty should be provided with instructions for other ways to access MYMC and for how to access a token/dongle if you want to access one. Peoples' feelings about the issue are valid and need to be respected.

Email to be created by John Quah to send from FC requesting information on processes for accessing my MC with 2FA, and for how to access dongles.

New business: Windows 10 attempted to be taught but there is no access to updated Windows 10 so that students can use the software.

Meeting adjourned at 2:43 pm.

Respectfully submitted by

Sharon Piper

General Education Committee

Update to the Faculty Council

October 3, 2019

Membership:

GESC welcomed new members that need approval from Faculty Council.

- English foundation faculty voting member Tuere Marshall
- Communications Institutional Requirement member, Stacey Peterson

GESC is still in need of a co-chair.

On-Going Business:

- **MoCo Connects Near-Peer Grant:** The committee met last week and created a list of networking events and a timeline for the program. The first task is to find mentors, and this will determine the number of student participants. Looking for volunteers or faculty who can take ESH.
- **New Business:** Cinder and Kim submitted a proposal to AAC&U regarding the Intro the Gen Ed video. The 2020 AAC&U General Education, Pedagogy, and Assessment conference is February 20-22, 2020 in Jacksonville, FL.

- **Metacognition Workshop:** Angela and Sara are facilitating the Promoting Student Success with Metacognition workshop, 10/4/19, 1:00 – 2:00 pm @ MK 318. Attend if you can.
- **Workgroups: Following are the workgroups for AY 2019-2020:**
 - **Alignment of Assessments: CCC, CAR, Gen Ed, Assessment (Kim, Peter)**
 - **Curriculum Committee for CAPP Errors (Vedham)**
 - **Fields of Study (Jim)**
 - **Gen Ed (Re)Certifications (Kim, Melissa/CAP)**
 - **Gen Ed Manual (Sharon/CAP)**
 - **Intro to Gen Ed Video/Outreach (Joanne)**
 - **MoCo Near-Peer Grant (Cinder, Luke, Mark)**
 - **Gen Ed Course List (?)**
 - **Signature Assignments (?)**

Kimberly Yost

Chair, General Education Standing Committee

**GENERAL EDUCATION STANDING
COMMITTEE MEMBERS
For Academic Year 2019-20**

Area Represented	Name	Department/Campus	Voting/Resource
Health Institutional Requirement	Kimberly Yost Chair	Health/G	Voting
Math Foundation	Luc Desir	Math/R	Voting
English Foundation	Tuere Marshall	English/R	Voting
Communication Institutional Requirement	Stacey Peterson	Communications/TPSS	Voting
Arts Distribution	Peter Zakutansky	Theater/R	Voting
Humanities Distribution	Cinder Cooper	English/TP/SS	Voting
Behavioral and Social Sciences Distribution	Melissa McCeney (Gen Ed CAP)	Psychology/G	Voting
Natural Sciences Distribution	Jim Smith	Biology/G	Voting
General Studies	Samantha Veneruso	English/G	Voting
Career Curricula	Sharon Piper (Gen Ed CAP)	Nursing/TP/SS	Voting
Counseling/Advising	Mark Levine	Counseling/G	Voting
Curriculum Committee	VedhamKarpakakujaram	CCC co-chair/R	Resource
ELITE	Angela Lanier	ELITE/R	Resource
Integrative Studies	Sara Ducey	Paul Peck Humanities Institute/R	Resource
Libraries	Jessame Ferguson	Libraries/R	Resource
Outcomes Assessment	Cassandra Jones	College-wide Assessment	Resource

Updated 9/18/19

