

Montgomery College
Faculty Council Meeting#8
Minutes

Thursday, February 20, 2020

12:45 – 2:45 PM

SC 152

Attendees

Present: Michael Leblanc, John Quah, Erin Marcinek, Norma Winffel, Comfort Mingot, Joe Thompson, Katie Mount, Keith Martin, Anthony Solano, Alan Stover

Absent: Kimberly Yost, Rebecca Thomas, Tim Kirkner, Erica Hepworth, Belle Sheibner, Sharon Piper, Sonja Fisher

Proxy: Benjamin Nicholson (for Rebecca Thomas)

Guest: Maria Adams Davidson

Liaison: Clevette Ridguard

Call to Order

The meeting was called to order at 12:50pm by the chair.

Approval of Agenda/Minutes

The agenda and the minutes were approved as written. The meeting was recorded for internal use.

Constituent Concerns

- Academic Rank
 - Chairs used to sign off on academic ranks form
 - Based on old system
- Early College Program
 - Unique challenge for college professors
 - Minors
 - Different disabilities support between high school and college
 - Issues of training
 - High school disciplinary methods
 - A council member expressed that the First Year Experience (FYE)team brought up a lot of issues, but a lot of concerns did not get answered.
 - Should this be a recommendation?
 - Should the faculty be informed about this?
 - Question – How are faculty being picked to teach these classes? Training?
 - Will ask the constituent to write up a report
 - Will look at K-12 system and code of conduct

- Sick Student Policy
 - Is there a policy about when faculty can send sick student home?

Chair's Report

The chair provided the following information:

- Academic learning centers and syllabus
 - Student Council expressed that having information about the academic learning center in the syllabus will be helpful.
 - Question – Who has been tasked with implementation?
 - President approved and sent to Dr. Rai for implementation
 - Question – Who closes the loop with the student council?
 - The chair will be informed about the progress of the recommendations.
- Goodies with Governance – represent council to share experience with Governance
- Outstanding Faculty Award
- Faculty and Staff Appreciation Day – support women's and men's basketball teams on 2/20

Committee Reports

- Academic Regulations Committee Report was reported by Norma Winffel.
 - Want feedback about the changes for two regulations(4.4 and 7)
 - Regulations updated online
 - Academic Grade Appeal Form
 - Office of Records and Registration did not want the form to be under student forms so it is housed in Student Affairs, which makes it more difficult for students to find the form.
 - Proposed to add a link on the student forms web page to redirect students to the form
- Curriculum Committee Report was reported by Anthony Solano.
 - Working on course order with the goal of helping students know the order that they should take their classes in each curriculum
 - Change catalogue around
 - Trying to get students to understand English and Math should be taken first
 - Get faculty to understand exactly how long curriculum changes take
 - Changing the curriculum impacts a lot of people
 - Suspended programs no longer take enrollment
 - A council member expressed a concern from PT faculty about teaching courses with outdated course description and objectives. Should they continue to teach what is in the curriculum, or teach what is current even though it does not reflect what is seen by the Curriculum Committee?
 - If there are problems with getting things changed, contact Curriculum Committee
 - Committee will follow up with chair and dean
 - Want to make sure that all the courses have relevant outcomes
 - Every faculty member has the right to add more outcomes to their syllabus, but the outcomes in the catalogue must be on there.
 - Question – How long would it take to change a prerequisite?
 - About 3 months, but realistically, need to get everybody to sign off on it
 - At next meeting, voting and seeking new members

- Working on graduation audit

Compliance and Ethics – Maria Davidson

- Student Complaint Resolution website
- Question – who does the ombuds email go to?
 - Included as a resource
 - Good question to ask governance
- Fostering an Ethical Culture at MC
 - Prioritize inclusion, neutrality, transparency, and accountability
 - Committed to cultivating an environment where 7 ethical expectations are upheld by every employee
- Fostering Student Success at MC
 - MC students are empowered through awareness and engagement about critical compliance-related initiatives.
 - Want to ensure that the work that we do have relevance and fosters a culture that support our students
- Compliance Advisory Committee (CAC)
 - Essential component of the compliance program
 - Trying to shift to work more closely and directly with employees
- Fellows Program Purpose
 - Members receive valuable professional development to foster future qualities of an ethical employee
- 3 Key Program Components
 - Professional development
 - Ambassadors
 - Advisors
- Program Time Commitment
 - Special orientation meeting on 4/27
 - Monthly meetings
 - 1-year or 2-year commitment
- Application deadline: 3/10
 - About 12 employees
 - FT/PT faculty and staff
 - Compensation?
 - Opportunity for service and professional development
- Speak Up MC Climate Survey: 2/17 – 3/9
 - Issues related to sexual misconduct
 - Encourage students to participate in survey
 - If there are any questions, please contact Christopher Moy.

Breaking Compensation Study into Manageable Proposals – Michael LeBlanc

- Compensation is not an appropriate topic for Governance.
- Dr. Pollard followed up by forwarding document to Labor Management Cooperation Committee.
- There are issues around compensation such as communication.
 - Staff Council – recommendation 19-01: Improved Communication Plan for Employee Compensation

- Dr. Pollard's memo–recommendation approved
- The chair suggested dividing the document into smaller recommendations that are specific to governance.
 - Write up proposals
 - Career advancement opportunities at the College– Katie Mount
 - Communication– Michael LeBlanc
 - Equity – Erin Marcinek
 - Draft due by next meeting

New Business

- Dr. Pollard will attend next meeting – 3/5
 - Should we use the whole meeting?
 - Will offer her the entire meeting time
 - Invite more faculty
 - More structured time for questions and unstructured conversation time
- John Quah – reaction to Erika's comment during goal setting at last meeting that the College was not there yet in terms of cross-training across the different divisions having employees serve in multiple student facing roles
 - Follow up on Erika's comment – what is it that prevented the College from jumping onboard with the cross-training idea and eliminating redundancies?
 - Suggested to invite someone from AAUP to talk about the issue
 - Contract issue? Why don't faculty cross-train now?

Adjourned

The meeting was adjourned at 2:43pm.