

Montgomery College
Faculty Council Meeting#10
Minutes

Thursday, April 2, 2020

12:45 – 2:45 PM

Zoom Meeting

Attendees

Present: Michael Leblanc, Tim Kirkner, Erica Hepworth, Erin Marcinek, Rebecca Thomas, Norma Winffel, Anthony Solano, Kimberly Yost, Sharon Piper, Comfort Mingot, Alan Stover, John Quah, Joe Thompson, Katie Mount, Sonja Fisher

Absent: Belle Sheibner, Keith Martin

Liaison: Clevette Ridguard, Carolyn Terry

Call to Order

The meeting was called to order at 12:47pm 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

- A council member expressed that a lot of part-time faculty felt burdened by the additional training and work that they have to do. They feel that there needs to be a compensation adjustment, which the union will be taking care of.

Governance Updates – Dr. Clevette Ridguard

- Governance Elections will be opened until Friday, 4/10
 - As of this morning, 876 people have voted.
- Governance will continue for the remainder of the semester via Zoom meetings.
- Contingency and goals due 5/17
 - Some of the goals can't be implemented, but in the event that you can't and the council is still interested, the council can continue working on those goals next year.
- If there are any concerns and recommendations in terms of COVID-19, feelings of the faculty members, and the betterment of faculty and remote teaching, please reach out to leadership.
- In one of the remaining meetings, vote for the council officers next year.
- Question – Some people were nominated again. Are we serving 2-year terms?
 - Yes, membership terms are for 2 years.
 - There was an 8-day period to accept or decline, but a lot of people forgot to go in to decline the nominations due to the COVID-19 situation.
 - The ballots are closed, but can send email to Simply Voting to mark name as withdrawn.
 - If someone is nominated and voted to serve multiple councils, they can only choose to serve on one council. Decisions will be made after the elections are over.

- Question – If Tim and Michael want to continue re-up, how does that look for the Faculty Council?
 - They can serve on the council for 2 years, but the Faculty Council will need to hold elections for co-chair and secretary.
- Will also take note of whether a note taker is needed for the council

Chair's Report

The chairs provided the following information:

- Expanded Academic Advisory Committee (attended every Wednesday since spring break)
 - Providing updates and asking for recommendations
 - Two recommendations that the council provided feedback but didn't formally vote on it
 - Pass/fail
 - Teaching in Summer session I
 - Waiting for a consistent, finalized message to be sent out
 - Still a lot of discussion regarding Summer session II
 - Carolyn Terry expressed that they hope that Summer session II will be a combination of online and face-to-face.
 - Question – Should people take information from deans as a grain of salt before things become official?
 - Yes, if the information sent out is not consistent.
 - Question – Do you see DL letter – applying for courses that might have to transition?
 - Will call it remote teaching rather than online teaching
 - Students sign up for classes thinking that they are face-to-face, so we want to give students enough notice that they might have to take the class remotely.
 - Give more faculty opportunity to teach but with enough notice so that they can convert and do it in a way that they anticipate testing, labs, and so on
 - Question – In regard to summer enrollment, will we be more lenient with seat capacity and non-payment drop?
 - Yes, hoping to put out a schedule for summer regarding this
 - Will talk to Monica Brown
 - Question – Are you aware that deans are sending out preliminary messages?
 - Seen the emails, but not sure why people are getting ahead of the message
 - Will make sure that everyone gets the same message out
 - There was a question about ESH to teach and train during the summer.
 - There's still a lot up in the air.
 - Carolyn Terry expressed that it's really hard to plan if you don't know what will happen in 2 weeks.
 - Question – Any consideration given to student book buyback?
 - No, not at the moment.
 - Probably not taking books from other people right now
 - Book store closed at the moment
- The members of the Faculty Council expressed that academic leadership has been doing a good job with communication.
 - A council member expressed the hope that faculty will be given a heads up before things become official.

- Carolyn Terry stated that she will provide updates if she hears anything.
- Might want to consider putting something out to say what went right
 - A council member suggested considering making online remote training to be a required training in the future.
 - Council members expressed their gratitude for the work that is being done and that they feel closer to their colleagues during this period of time.

Committee Reports

- General Education Standing Committee Report was reported by Kimberly Yost.
 - Currently working on term lengths and looking at voting and expanding the committee
 - Searching for co-chair
 - Will let the council know if someone need to be appointed at next meeting
 - Question – Can you talk more about Fields of Study initiative? Awesome courses?
 - Will have a meeting with Dr. Kim Kelley tomorrow
 - Can send invite to people who want to attend
 - It’s probably just their way of saying that they want to focus on first year experience for students.
 - High impact practices – all Gen Ed classes have high impact practices
 - One of the main questions for the meeting tomorrow – What is the meaning and purpose of “awesome course for students”?
- Academic Regulations Committee Report was reported by Norma Winffel.
 - Voluntary withdraw regulation
 - Added option 5 – to be able to drop a course due to crisis situation
 - What documentation does the student need to provide?
 - Need to consider whether the students are participating and responding to emails
 - Will go to counselor first
 - Counselors will need to explain the consequences
 - Is it fair for the students and counselors?
 - Will send email regarding this and need feedback
 - Working on the form for students
 - Individual case by case basis
 - Pass/fail – decided not to do?
 - Carolyn Terry expressed that the College is most likely not going to use pass/fail.
 - Letter from University Systems of Maryland – will accept pass/fail grades from community colleges but there’s a lot of stipulations
 - There’s a lot of reason why the College shouldn’t do pass/fail.
 - There should be a final decision by tomorrow.
 - Extended the date by which students can request an audit
 - Creating two grades for this situation to go on the transcript
 - Withdrawal in crisis (WC) –does not affect satisfactory academic progress
 - Incomplete due to crisis(IC) – some courses need hands on the equipment
 - Hope to be resolved by the end of this week
 - Academic appeals

- Question – Is the form being modified to let them know where to send it electronically?
 - Yes
 - Good decision to have it under Records and Registration
 - Curriculum Committee Report was reported by Anthony Solano.
 - Catalogue live on 4/27 – working to complete the adjustments by that time
 - Shelving – get courses that have not been offered for over 3 years out of the catalogue
 - Update course order – let students see the importance of taking math and English
 - Will met on Friday
 - Will have 2 opening in the fall to be filled
 - Will communicate with Tim and Michael regarding

COVID-19 Updates

- Do we need to formalize and vote on the draft of recommendation on Summer Session 1 Assignment, or is everyone satisfied?
 - Question – How would you determine whether a faculty member have a financial need to teach the class or not?
 - Erin – should have an opportunity to express and be taken into consideration
 - Joe – who would you have this conversation regarding this?
 - Some people may be uncomfortable having these conversations
 - Carolyn – it’s almost impossible to distinguish financial needs
 - Concept of fairness
 - Make slight modifications on the document
 - Send finalize document to Carolyn Terry and Dr. Sanjay Rai?
 - Vote – unanimous approval
- Question – Will credit to audit be communicated collegewide?
 - Credit to audit – already in academic regs but extended deadline
 - Will write up something and get it out by next week
- Question – Has anybody talked to Student Council regarding pass/fail?
 - Student Council has been very vocal in requesting pass/fail
 - Provost meeting with them to provide them with more information regarding pass/fail

New Business

No new business was presented.

Adjourned

The meeting was adjourned at 2:13pm.