

Montgomery College
Faculty Council Meeting Minutes

Thursday, May 7, 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, Belle Scheibner

Absent: Keith Martin

Guests: Matt Colburn, Dana Louise Baker, Soyini Richards, Esther Schwartz-McKinzie, Yvette Taylor

Liaison: Clevette Ridguard, Carolyn Terry

Call to Order

The meeting was called to order at 12:48pm by the chair.

Approval of Agenda/Minutes

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

Equity and Inclusion Objective #5: Standardized Rubrics – Matt Colburn

- Standardized quantitative rubrics or
 - Not limited to English courses
 - Recommendation from PACEI
 - Want faculty to be clear in their rubrics
- Esther Schwartz-McKinzie expressed that this doesn't seem to be helpful.
 - Some students might have grammar problems but great writing
 - Rubric changes depending on assignment
 - Council members agreed with Ester.
- Question – What was the problem?
 - Rubric guiding tool and students should know how they're being graded
- Question – Where it this coming? Student complaints or research?
 - Follow up with Sharon Bland
- Council member expressed that this is a complex issue that needs to be discussed in depth.
 - More research is needed

New members

- Esther Schwartz-McKinzie – still in consideration
- Soyini Richards
- Dana Baker
- Carla Naranjo

Selection of Officers

- Co-Chair – Nominate Mike LeBlanc and Tim Kirkner
 - Motioned and seconded by acclamation
- Vice Chair – Nominate Erin Marcinek
 - Motioned and seconded by acclamation
- Secretary – Nominate Comfort Mingot
 - Motioned and seconded by acclamation

Chair's Report

The chair provided the following information:

- Academic Advisory Council
 - Summer II session
 - Will be announced in memo – online and structured remote only
 - Faculty, who are scheduled to teach face-to-face, have been notified.
 - Adding classes to summer sessions due to strong enrollment
 - Question – What about the lab sciences? Will the classes be offered?
 - Working to include online lab
 - Question – Enrollment trend? Has anyone taken a look at how many students are signing up for courses that they're going to withdraw from or take an incomplete?
 - Don't know about incomplete until final grades are in
 - Fewer students are withdrawing than normal
 - Most of the students enrolling for summer are enrolling in the class for the first time
 - Will pose question to research team
 - Fall session
 - Recommendation from Academic Affairs to Dr. Pollard – start online and remote
 - No final decision yet – Decision will be announced next week
 - Phase in plan – When it's safe to bring people back on campus, start bringing people back in small groups.
 - Question – Will there be guidance on what's expected of the chairs and deans about how to edit submitted schedules?
 - Structured remote – expect classes to meet as scheduled but online format
 - If we return to campus, they can attend the classes at the scheduled room and time.
 - Not changing anything about the fall schedule at the moment
 - Question – Will there be in-person training for Zoom teaching?
 - ELITE – training over summer for structured remote teaching – online
 - 6 weeks structured remote training – different people complete at different pace
 - Question – ESH?
 - In discussion, but nothing final yet

- Question – Is there a standard for students to follow like how present the students have to be for online classes?
 - Let them know the expectations
 - A council member suggested to consider having some guidelines.
- Early College Program
 - Don't have a lot of support and training
 - Will bring up with chairs and provide follow up
- Fields of Study
 - Small cohort of students who are undecided or don't have a program
 - Only for first semester
 - Max limit 5 Gen Ed
 - Question – What is their implementation plan? How are they going to do it? What's the goal? What are they measuring?
 - Goal – help students down a pathway
 - Council members expressed that there needs to be more clarification and direction about whether it will go beyond first semester.
 - Council member expressed that 5 Gen Ed classes seems too little and more discussion is needed regarding this matter.
 - Very limiting
 - A council member expressed that students still need guidance.
 - Council members expressed concern about not working closely with Gen Ed.
 - Will follow up with concerns

Constituent Report

- Worked on a lot of constituent concerns
- Look over the report and let the chairs know if any modifications are needed

Goals Report

- Made great progress on goal 1 and goal 3
 - Goal 1 – better communication with constituents
 - Goal 3 – maintain college accountability
- Goal 2 – didn't really build a lot of coalition
- Look over the report and let the chairs know if any modifications are needed

Committee reports, new members for general education and academic

- Academic Regulations Committee Report was reported by Norma Winffel.
 - New member – Adel Hali
 - Moved and seconded to accept by acclamation
 - Will send her a formal notice
 - Temporary suspend article 7 – still working out the details
 - Norma Winffel will continue as chair
- General Education Standing Committee Report was reported by Kimberly Yost.
 - Kimberly Yost will continue as chair
 - Co-chair – Peter Zakutansky

- CAP – Luc Desir
- New member – Christiana Okechukwu
 - Moved and seconded approval by acclamation
- Will look for one more new member
- Part-time faculty are not supposed to serve in Gen Ed Committee
- Curriculum Committee Report was reported Anthony Solano.
 - Verma Karpakakunjaram and Anthony Solano will come back as co-chair
 - Will need to fill one more spot in fall

New Business/Constituent Concerns

- Question – Will there be a brief time over the summer for faculty to get access to their offices to get the things needed for the fall?
 - Needs assessment questionnaire was sent out to everyone
 - Working to provide access in a safe way

Adjourned

The meeting was adjourned at 2:46pm.