

**Montgomery College**  
**Faculty Council Meeting Minutes**

Thursday, September 3, 2020

12:30 – 2:45 PM

Zoom Meeting

**Attendees**

*Present:* Michael Leblanc, Tim Kirkner, Erin Marcinek, Rebecca Thomas, Norma Winffel, Kimberly Yost, Alan Stover, John Quah, Katie Mount, Sonja Fisher, Belle Scheibner, Dana Louise Baker, Soyini Richards, Esther Schwartz-McKinzie, Jennifer Haydel, Christopher Fallon, Vedham Karpakakunjaram, Erica Hepworth

*Absent:* Comfort Mingot, Anthony Solano

*Guests:* Mike Mills, Sanjay Rai, Monica Brown

*Liaison:* Clevette Ridguard, Carolyn Terry

**Call to Order**

The meeting was called to order at 12:30pm by the chair.

**Approval of Agenda/Minutes**

The agenda was approved as written. The meeting was recorded for internal use only.

**Constituent concerns: Application and Graduation**

- Suggestions for streamlining MC's Student Application, Course Registration, and Graduation Processes
  - Carolyn Terry expressed that there are several committees working on these issues.
    - Suggested to put forward as a formal constituent concern to Dr. Monica Brown and Dr. Sanjay Rai.

**Chair's Report**

The co-chairs provided the following information:

- Need members for two committees
  - Performance Evaluation Committee – discuss student evaluation on structured remote and spring semester, and how evaluation will be done on faculty
    - Co-chair Tim Kirkner will send out information to vote on the members.
  - Start Smart Committee

**Committee reports**

- Academic Regulations Committee Report was reported by Norma Winffel.
  - Provided updates on polices and regulations
    - Read emails sent from Faculty Council and Academic Regs
  - Need three new members – Rockville campus, Germantown campus, and TPSS campus

- General Education Standing Committee Report was reported by Kimberly Yost.
  - Change of role for a member – CAP
  - Need one new member from English Department
- Curriculum Committee Report was reported Vedham Karpakakunjaram.
  - Provided updates on on-going tasks
  - Due to schedule conflict for Anthony Solano, Vedham Karpakakunjaram will attend most of the Faculty Council meetings.
- Rockville Faculty Senate Report was reported by Antonio Del Castillo.
  - Reactivate Rockville Faculty Senate
  - Will send out more information on meetings
- Germantown Faculty Senate Report was reported by Sonja Fisher.
  - Need to do elections
  - Will provide more information later

**Letter of Support: Counseling – Kimberly Yost**

- Working on a statement to acknowledge the work of the counseling faculty
  - Counseling Department felt disheartened due to the message about counseling from the Opening Meeting
  - Short, positive message
  - A council member expressed that she can provide a draft for the statement.
- Council members expressed that the critical and degrading remarks have been on-going.
- Council members hope to have more talk regarding this issue.
  - Welcome conversation and explore why things happened
  - Look for ways to move forward with a healthy collaborative approach
  - May tie into the council goals

**SRT Training Survey – Mike Mills**

- Started preparations in April 2020
- Prepare faculty to be better prepared for the fall semester
  - Learning tools on blackboard, discipline connection, and embedded support
  - Help meet the needs of students
- CARES Act funding to provide the stipend
- Ultimate judge on the evaluation is student success
- At end of fall semester, Academic Affairs will reach out to faculty and students for their insights.
  - Will also seek on professional development opportunities that faculty want
  - Welcome Faculty Council to do survey as long as it's done with transparency
- SRT feedback survey
  - A council member expressed that she got a lot of feedback from SRT.
    - Ideas on how to use to improve the experience in the fall
    - Concern that feedback wasn't being solicited
  - A council expressed that they had ran into difficulty with faculty mentors regarding ESH. Is there an opportunity for stipend?
    - ESH may be more than what they would receive from stipend

- Working on assumption that there wouldn't be a lot of ESH for people teaching during the summer
    - Not privileging people based on status at the College
  - A council member expressed that it was put together in a short period of time.
    - Good but room for improvement
  - The chair asked Dr. Mills if there were any concerns or changes needed with the wording of the survey.
    - Will review and get back later
- High completion rate for training
- Is there a motion to vote on the distribution of the survey?
  - Dana Baker moved to have the survey distributed after it has been re-looked at with the association of the Vice President of ELITE and any other administrative person necessary prior to its release.
  - Norma Winffel seconded the motion.
  - Vote – unanimous approval

#### **Seven-week Spring Courses – Monica Brown and Sanjay Rai**

- Purpose of survey – temperature reading
  - Important issue to a lot of people
- Dr. Rai expressed that he will like to learn more about the survey because the information is very helpful.
  - Spring semester – scheduled to teach 5-week extended winter classes, 7-week classes, and 15-week classes
    - Need to pay attention to student success, enrollment, safety, and logistics
  - Enrollment – consistent declining trend over the past few years
    - Increase in DL courses was very helpful to the trend.
    - If there's a decrease in spring, may need to make difficult decisions.
    - Making meaningful changes
  - Not going to campus until mid-March
- Dr. Brown expressed that advising will be critical component to help students in decision-making.
- Question – Is it possible to extend ESH deadline for people to develop common structures to help faculty?
  - Not at this time because it may not be sustainable.
- Question – Why would a 15% enrollment increase in accelerated courses translate into 70% of our courses being accelerated?
  - Percentage not a rigid line
  - Want to be in the best position to respond to what's coming
- Question – Is there a way to survey faculty about what they have been experiencing and hearing? Will structured remote be a consistent format?
  - Structured remote is not a permanent solution.
    - Online teaching/learning may not work for everyone
  - Surveying faculty is a very good idea.
    - College did survey students and all employees, but the questions were limited.

- Results show that most are reluctant to return at the moment.
- A council member expressed that there have been a lot of reference to data but have not seen them. Faculty feel that they are not consulted as part of the conversation.
  - Dr. Rai expressed that there was full engagement with discussions of all issues.
    - Certain decisions are made due to the pandemic
    - Did not make any unilateral decisions
    - Agree that more data should be shared
- Co-chair Michael LeBlanc extend meeting for a few minutes with unanimous support.
- Question – Is there any way to help advocate for deans to have a more consistent approach to soliciting feedback?
  - Faculty feedback is very important
  - Want to make it possible to teach in comfortable format
  - Recognize that there are things that can be done better
    - Make time for more discussions
    - Cautious about making generalizations
- Question – Do we know what the College looks like reputation-wise based on data?
  - The College have made a lot of progress over the years and will continue to work in that direction.

**Adjourned**

The meeting was adjourned at 2:56pm.