

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

Thursday, March 4, 2021

12:30 – 2:45 PM

Zoom Meeting

**Attendees**

*Present:* Michael Leblanc, Tim Kirkner, Erin Marcinek, Comfort Mingot, Dana Louise Baker, Vedham Karpakakunjaram, Monica Mellini, Kimberly Yost, Rebecca Thomas, Norma Winffel, Antonio Del Castillo-Olivares, Belle Scheibner, Erica Hepworth, Jon Pointer, Alan Stover, Katie Mount

*Absent:* Esther Schwartz-McKinzie, Soyini Richards

*Guest:* Angela Dawson

*Liaison:* Carolyn Terry, Clevette Ridguard

**Call to Order**

There is a quorum to conduct business. The meeting was called to order at 12:34pm by the chair.

**Approval of Agenda/Minutes**

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

- Sonja Fisher is no longer a member of Germantown Faculty Senate.
- Call to order was at 12:33pm

**Constituent Concerns**

- Antonio Del Castillo-Olivares brought forth students' concern regarding return to campus.
  - Can students still take class virtually if they are uncomfortable going back?
    - They need talk to academic advisor or counselor.
    - General students are not coming on campus until at least mid-Oct.
    - HyFlex classroom – option of being in classroom or at home
- Erin Marcinek brought forth a concern about students' performance in 7-week courses.
  - Noticed that students struggling to keep up – don't understand that they are taking an accelerated class with twice as much work
    - Not recommended to take more than two 7-week courses
  - How to prevent students from taking more than they can handle?
  - Is there some way to help students understand it in a more structured way?
  - Tabled for further discussion

**SHaW Center Everfi Awareness Programs – Angela Dawson**

- Online modules – want faculty and students to be aware of this resource
  - Substance Abuse Prevention
  - Sexual Assault Prevention

- Diversity and Inclusion
- Mental Health and Wellness
- Provide information to help students make better decisions
- [BITB Training \(Bringing in the Bystander\)](#)
- Question – Is there a way to preview the modules?
  - Email [Angela Dawson](#) for access

### **Chair's Report**

The co-chairs provided the following information:

- Clarified that council chairs can serve another term if nominated
- Faculty Awards Update – committee is full
  - Redoing criteria – invited Tyra Peanort to 4/1 meeting to provide more information
- Next meeting: 4/1
- Advising Redesign Update
  - Michael and Tim invited to the meeting – will provide update later
  - Question – Will there be proposal from the committee out for feedback?
    - Currently, discussing problems and trying to make sure they are clearly outlined.
    - Will check if there's any plans for broader feedback

### **Committee Reports**

- Collegewide Curriculum Committee Report was reported Vedham Karpakakunjaram.
  - Reviewed proposals
  - New support course for MATH 130 – need to modify language in catalogue
- General Education Standing Committee Report was reported by Kimberly Yost.
  - Done with recertification
  - Speaker coming to 4/30 meeting – will provide more information later
- Academic Regulations Committee Report was reported by Norma Winffel.
  - Conversions of IC grades – no extension
    - Discussed the different options – concerned about fairness
    - Need to make some form of clarification on grade options
      - IC is not a substitute for student failing a class.
      - IC – passing class but affected by crisis situation
      - Still in pandemic so there may still be legitimate IC grades
    - What to do with students who have disappeared and no longer enrolled?
    - Students on visa – might be better to have F than WC
    - Still gathering information and trying to figure out what to do
    - Question – Will IC and I function the same way for students going forward?
      - Academic Regulations will clarify
    - Question – Is there a way the College can emails those students to let them know?
      - Carolyn sent list to deans and chairs – departments contacted students
        - Reminder to change grades – some still in progress
        - Trying to narrow list
  - Update language on AR 6.8 Honors -Dean's List Eligibility

- Can Advising Redesign Team provide update?
  - Will provide update if there's something to share

### **Summer Governance?**

- When issues arise over the summer, can we call emergency meetings or have a representative of governance communication concerns?
  - Approached on certain matters during the summer
- Role of exiting and entering members?
- Governance does not operate during the summer
  - Terms are from August to May – don't encourage councils to meet during the summer
  - Incoming chairs – may be outlier for input
  - Pandemic – input needed for certain decisions
- Council member suggested that it may be helpful to have emergency protocol. Faculty appreciate having a voice in certain decisions.
  - There are protocols and procedures in place for emergency situations.
  - Faculty can have informal meetings
- Suggested to add a line to clarify protocol for emergency meetings – make recommendation and bring to College Council

### **OER Resource Document**

- FAQ for faculty – reached out to Mike Mills and he will have more conversation with Dr. Rai
- Do we want to send some recommendations to Mike Mills?
  - Yes – will send basic outline of suggestions for council members to review

*Alan Stover moved to continue discussion on the constituent concern on 7-week courses and student success in the courses. Norma Winffel seconded.*

### **New Business: Students' Performance in 7-week Courses**

- Council member expressed concern that students may not be able to handle the expected workload of 7-week courses.
- Question – Are we seeing consistently low performances?
  - DL course – noticed a larger number of people dropping out
  - Need to prepare and communicate to students to be prepared for faster pace courses
- Council member expressed that it's always a struggle to get students to engage and stay. What supports do we have at the College that may assist? Ways to help struggling students?
  - Embedded support
  - Banner – set up alerts?
- Council members expressed that this is a complex issue that needs to be thought about carefully.
- Question – Is there a limit for amount of credit that can be taken for 7-week courses?
  - Limit across semester – may be extended upon request
  - Nothing currently that spells it out – thinking about how to clarify it for those who look at the regulations
- Question – Do we want to put in regulation that students can only take X number of credits in 7 weeks unless approved to take more than X number?

- Working on it
  - Will not write a regulation that can't be enforced
- Figuring out how to respond to constituent concern from last meeting
  - Should send communication to faculty to clarify – important to educate faculty
  - Question – Do you have a timeline when we can communicate?
    - Working on language
  - Can address the constituent concern – clarify definition of “I” and “IC”
    - Chair responded to Staff Council that language will not be changed.
- If there are any communication, it will come from Dr. Rai.
- Do we want to make recommendation on ways to support students better?
  - Good idea to talk about it and get feedback

### **Adjourned**

The meeting was adjourned at 2:30pm.