

MONTGOMERY COLLEGE GOVERNANCE

Faculty Council

February 3, 2022

Attendees

- **Members present:** Ahmad, Kay; Baker, Dana; Bontems, Susan; Karpakakunjaram, Vedham; Jones, Shelley; Lunn, Asia; Maradei, Sprague, Melissa; Terri; Pointer, Jon; Prendergast, Michelle; Richards, Soyini; Sprague, Melissa; Theophile-LaFond, Anestine; Thomas Desjardins, Ketely; Thomas, Rebecca; Webb, Alla; Winffel, Norma
- **Proxies present:** N/A
- **Constituents present:** Jeri Gresham; Karen King, Sally McLean, Sadegh Foghani
- **Members excused:** Martin, Chloe;
- **Invited guests:** N/A
- **Council Liaison:** Terry, Carolyn
- **Governance Director:** Ridguard, Clevette

Call to Order

The regular meeting was called to order at 12:00 pm by Dana Baker, co-chair. There was a quorum to conduct governance business.

Approval of the Agenda / Minutes

The agenda for today's meeting and the minutes from December 2, 2021, were unanimously approved as written. This meeting was recorded for internal use only.

At this time, guests were invited to speak.

Constituent Concerns

- Melissa Sprague shared concerns about the misinterpretation of mask requirements. The Return to Campus Advisory Team (RTCAT) was made aware of the faculty concerns by both Kim Kelly and Melissa Sprague. Language will be updated on the website. Gaiters and bandanas are not considered appropriate face coverings.
- Dana Baker shared concerns about DSS accommodations needed for students who are unable to wear masks due to medical or non-medical reasons. This concern was also brought to the attention of DSS and the RTCAT.
- Kay Ahmad shared concerns about the snow policy and how it affects counseling faculty who are expected to work remotely on snow days, which contradicts expectations of other faculty who work on campus. Counseling faculty are not eligible for telework in general.
- Susan Bontems shared concerns about Early College students not being prepared and faculty still not having the fall schedules. Akima Rogers is now working with the Early College initiative and many aspects of the other MCPS College programs. Vedham

Karpakakunjaram just started working with the Early College program and will provide updates about streamlining processes. Norma Winffel recommended that we bring these concerns up to Elaina Sainz.

- Dana Baker shared a concern brought to Faculty Council regarding the process of students being dropped for non-compliance of the COVID vaccine mandate. Carolyn Terry responded with an explanation of what happened when almost 600 students were dropped the first week of classes.

Chair's Report

The council co-chairs, Rebecca Thomas and Dana Baker, shared a PowerPoint* for their report. Information is provided to members and guests regarding updates and upcoming events.

- The Registrars ask that all faculty check the class roster for those in attendance and check for those listed as audit.
- Kudos to the subcommittee who prepared the COVID Classroom Guidance document.
- March 17th is Spring Break, Dana recommended that we meet March 24th instead. All members agreed to meet on March 24th.
- Proposed Policy and Procedure changes have been posted for feedback on Inside MC. Share your feedback by February 11th.
- IT Alignment planning group is looking for a new faculty member to join this committee.
- Data-informed decision-making speaker series dates and topics shared.
- All are encouraged to complete the Mental Health First Aid course offered at MC.

Committee Reports – Reports were deferred because these committees have not held their first meeting of the new year.

- Collegewide Curriculum Committee (CCC) Report
- General Education Standing Committee Report
- Academic Regulations (AR) Committee Report

Campus Reports

- Germantown Faculty Senate – Terri Maradei reported a constituent concern about Workday training, saying many of the assignments due 12/23 were not relevant to faculty.
- Rockville Faculty Senate – Anestine LaFond reported that they will meet 2/11. However, they submitted a report to this council about camera use in SRT learning. Report to be filed on shared Faculty Council Teams site under supporting documents for this day.
- TPSS – tabled; the TPSS faculty senate has not been reconvened.

Unfinished Business

Camera use guidelines in Structured Remote Teaching & Learning

Anestine submitted recommendations made by the RV senate. The RV senate reviewed the previous documents, and their recommendations include amendments to wording / modification to the existing document and does not require a policy change. [Per Carolyn Terry, an official statement would need to go through Academic Regulations. Per Clevette Ridguard, if just

amendments to wording and not mandate then it does not require policy change, so it doesn't need to go back to College Council.]

Rebecca Thomas asked if we should present this document to the new Dean of the Virtual College, Shinta Hernandez. Rebecca will save this document on the shared Faculty Council Teams site so that it can be reviewed. Discussion ensued and it was determined that Rebecca will reach out to Dr. Hernandez to see if the Virtual College has any plans to present similar recommendations about camera use.

Outstanding Faculty Awards

Rebecca reminded us that we received the OFA recommendations from the Ad Hoc workgroup last semester, and we need to consider the recommendations and then move forward with a decision. We asked that the Ad Hoc workgroup to meet with the co-chairs so we can prioritize which recommendations need to move forward. Rebecca invited those interested in helping with this initiative.

OFA nominations are due March 1, 2022. Please remind your constituents. Faculty Council also seats the committee who is interested in serving on the committee who reviews the OFA nomination packets. The co-chairs have begun to recruit volunteers for the OFA Review Committee. Dr. Mary Robinson, Outstanding Faculty Award recipient from 2021 will chair the committee this year.

Inclusive Syllabus Template

Members reviewed the Inclusive Syllabus recommendations submitted by Emily Rosado. Discussion ensued about the language and ways to promote this as an option for faculty to implement. Recommendations were for the Council to ask Elite to present a learning opportunity during professional week at the end of the semester for faculty to learn more about the suggestions for inclusive language and the inclusive syllabus template. Motion made by Dana Baker to hold the document, table the conversation for now. Review the document, invite members to contact Rebecca with recommendations for changes and make the changes before the next meeting. Vedham seconded the motion. All members voted to accept this motion.

Dana reminded the Council that we as a faculty council of the College do understand that the governance has very specific rules about who may and may not speak or chat or make brief comments. However, as a Faculty Council we have decided to allow brief comments from constituents.

**Any presentations or supporting documents shared at this meeting will be available on the Faculty Council AY 2021-2022 Teams site.*

Meeting adjourned at 1:56 pm

Respectfully submitted by

Melissa Sprague, Faculty Council Secretary