

MONTGOMERY COLLEGE GOVERNANCE
Faculty Council
March 24, 2022

Attendees

- **Members present:** Ahmad, Kay; Baker, Dana; Bontems, Susan; Karpakakunjaram, Vedham; Jones, Shelley; Maradei, Terri; Pointer, Jon; Prendergast, Michelle; Richards, Soyini; Thomas, Rebecca; Sprague, Melissa; Thomas Desjardins, Ketely; Webb, Alla; Winffel, Norma
- **Proxies present:** Antonio Del Castillo-Olivares
- **Constituents present:** Sue Adler, Adeline Kerviel, Tracy Smith-Bryant, Jeri Gresham, Cynthia Edwards, Teri Hurst, Helen Dias, Linda Robinson, Jona Colson, Lorraine Bryant, Abdulai Barrie, Shelley Bennett, Suzette Spencer, Zenobia Garrison; Dr. Sanjay Rai
- **Members excused:** Martin, Chloe; Lunn, Asia; Theophile-LaFond, Anestine;
- **Invited guests:** Dr. Jermaine Williams
- **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.

A motion was made by Melissa Sprague to suspend Robert's Rules so that we can welcome Dr. Jermaine Williams. Norma Winffel seconded the motion. The council unanimously approved the motion.

Invited Guest: Dr. Jermaine Williams, MC President

A motion was made by Alla Webb to return to Robert's Rules to continue with the council meeting. Vedham Karpakakunjaram seconded the motion. The council unanimously approved the motion.

Approval of the Agenda / Minutes

The agenda for today's meeting was approved. Minutes from March 3, 2022 were accepted with corrections. This meeting was recorded for internal use only.

Constituent Concerns

At this time, guests were invited to speak.

Dana Baker provided update from our last meeting; concerns about gas prices and teleworking has been shared with the Employee Services Council and Mr. Collette. The other concern had to do with the delay in sending out the final fall schedule review; the schedule went out 3/21/22 and is due bac to schedulers on April 1st.

Rebecca Thomas shared a concern brought to her attention from those who submitted their Innovation Grant proposals. When submitting their proposal, they ran in to issues with word limits within the online template. Carloyn Terry and Clevette Ridguard will share this concern with the Innovation Grant committee.

Kay Ahmad asked if the College would consider waiting until May to decide regarding any change with the mask mandate to monitor the numbers in relation to spring break, spring holidays, and the new variant as well as to keep a consistent policy for the duration of the semester. Dr. Williams responded that the College is currently reviewing the policy and said that we are trying to align with other entities in the community.

Suzette Spencer – shared a concern about MC’s Syllabus template. The library staff is committed to providing access to services and resources. Suzette asked that the council consider adding a statement to the syllabus template. Suzette will send the language to Rebecca and Dana

Chair’s Report

The council co-chairs, Rebecca Thomas and Dana Baker, shared a PowerPoint* for their report. The report included College updates, reminders about upcoming events, and initiatives.

Committee Reports –

- College-wide Curriculum Committee (CCC): Vedham reported that the last meeting was the deadline for proposals that require changes to pre- or co-reqs; anything that impacts registration, course submissions. The CCC is updating the shelved-course list. They are also working on next academic year’s curriculum deadlines. The CCC will be recruiting for the next academic year as several are nearing their term limits.
- General Education Standing Committee: Michelle reported that approved the Information Literacy rubric for Gen Ed assessment. We are revising the Critical Thinking and Reasoning rubric; it applies to all gen ed courses. We are developing a survey to get initial feedback about the current rubric.
- Academic Regulations (AR) Committee: Norma reported that there was a concern about academic appeals committee not meeting. She clarified that we did have a two-month period for which we did not hold academic appeals committee meetings due to illness and spring break. Committee membership, staggered terms, and meeting formats will be determined.

Campus Reports

- Germantown Faculty Senate – Terri Maradei stated they are still working on increasing membership.
- Rockville Faculty Senate – Antonio Del Castillo-Olivares (Anestine’s proxy) shared that Akima Rogers spoke at the last senate meeting. The RV faculty senate is trying to increase membership.
- TPSS – tabled; the TPSS faculty senate has not been reconvened.

Unfinished Business

Inclusive Syllabus Language

Elite reached out to the council co-chairs about the Inclusive Syllabus Language (ISL) with an interest to build videos including faculty who have implemented the ISL to be used in training

materials. The final version was shared with Elite and the ISL Ad Hoc committee will meet with designees from Elite. The ISL link will be posted on the FC website. Once posted, we will inform all faculty.

Outstanding Faculty Awards

Rebecca Thomas shared a PPT* 030322_MCOFA_Discussion.pptx which provides specific aspects for the council to prioritize from the Ad Hoc Committee's recommendations.

Recommendations for four areas and the proposed model for each:

1. Awards committee★Co-chairs with staggered 2-year terms; one chair continues to next year to mentor new incoming chair; call for committee volunteers early in the fall semester, followed by a FC vote with committee finalized before winter break. Office of the President or designee notifies FC of its role and responsibilities to build the committee by October. [The council unanimously voted to approved this on 03-03-22]
2. Nomination process - tabled
3. Categories, eligibility, and criteria - tabled
4. Nomination packets★CV and professional log were found to be redundant; proposal to make the CV optional, supporting document.

Discussion ensued about how or if we want to align with the PT faculty awards requirements (slide 4). Currently, the committee asks the nominee to limit supplemental documentation to books or articles published within the last 7 years. However, the committee reports receiving over 100-pages at times. Discussion ensued about the Professional log limited to the past 7 years vs CV over the nominee's professional career. Submit either a CV or a professional log. With the recommendation that the Ad Hoc committee later develops a template for specific items to be included in either one. The big concern was that not enough faculty were submitting nomination packets because the process was too onerous on the faculty (nominee).

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.

Norma Winffel made a motion to vote on the options at hand. Vedham seconded the motion.

Option A: Omit the CV as a required document and require only the profession log, making the CV optional, supporting document. (4 votes)

Option B: Accept either a professional log or a CV with supporting documentation in from past seven years. (8 votes). Option B approved by FC.

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

Meeting adjourned at 2:05 pm

Respectfully submitted by

Melissa Sprague, Faculty Council Secretary