

MONTGOMERY COLLEGE GOVERNANCE
Faculty Council
April 7, 2022

Attendees

- **Members present:** Ahmad, Kay; Baker, Dana; Bontems, Susan; Karpakakunjaram, Vedham; Theophile-LaFond, Anestine Lunn, Asia; Pointer, Jon; Prendergast, Michelle; Thomas, Rebecca; Sprague, Melissa; Thomas Desjardins, Ketely; Webb, Alla; Winffel, Norma
- **Proxies present:**
- **Constituents present:** Sally McClean; Cynthia Edward
- **Members excused:** Martin, Chloe; Sprague, Melissa; Jones, Shelley; Maradei, Terri; Richards, Soyini;
- **Invited guests:**
- **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 was approved. Minutes from March 24, 2022 were accepted with corrections. This meeting was recorded for internal use only.

Constituent Concerns

At this time, guests were invited to speak.

Susan Bontems shared that while reviewing the recent governance nominations, she noticed that most were from the Humanities and not STEM disciplines. Discussion ensued about the role of governance and possible reasons certain disciplines are not represented in the nominations.

Kay Ahmad shared that some of the electronic boards are saying that students won't be required to have COVID-19 vaccines. However, those boards are not aligned with what is on the website. Dana Baker reported that the information on the electronic boards was accidentally posted. The decision about the keeping the vaccine requirement for students is pending.

Michelle Prendergast shared concerns about the memo from Dr. Williams on 3/24/22 indicated that masks must be worn if you are positive or have symptoms. However, we have been telling everyone not to come to campus if you are positive or have symptoms, so this bullet point doesn't make sense.

Ketely Desjardins shared concerns about the Daily Self-Assessment and the student not being forth coming about their symptoms. Rebecca encouraged all to revisit the Classroom Guidelines for handling such an example.

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 there was one proposal. Hospitality management has two programs and want one to be a AAS and the other to be AA degree. Engineering is proposing a new course similar to pre-calculus. The CCC is recruiting for the next academic year as several are nearing their term limits. We ask Faculty Council to send out a request to all faculty asking for volunteers, one from STEM area and one at-large member. We also need a Chair to fill a recent vacancy.
- General Education Standing Committee: Michelle shared the 03/25/22 meeting minutes with the Critical Thinking and Reasoning rubric enclosed so they can get feedback about the rubric. On 4/26/22, we have a speaker from Ohio State University presenting on Information Literacy. We are developing a survey to get initial feedback about the current rubric.
- Academic Regulations (AR) Committee: Norma reported that two main regulations are being voted on today by the Faculty Council. See supporting documents from AR for exact language of the modified ARs.

AR 2.4.D [General Education Requirements – modifications Proposal to FC]

- ◇ A motion was made by Anestine to accept the proposal as presented. The motion was seconded by Asia. Faculty Council voted unanimously to accept the modification to this Academic Regulation.

AR 4.9 [Repeated Courses modification – Proposal to FC per Academic Regs]

- ◇ A motion was made by Rebecca to accept the proposal as presented. The motion was seconded by Vedham. Faculty Council voted unanimously to accept the modification to this Academic Regulation.

Campus Reports

- Germantown Faculty Senate – Terri Maradei absent
- Rockville Faculty Senate – Anestine shared they are inviting Tom Cantu to discuss online teaching. We recently had Akima Rogers speak about Early and Middle College, the RV Senate recommends that Akima present this same information to all members of the College community. The RV Senate offered to arrange such a presentation for optimal attendance.
- TPSS – tabled; the TPSS faculty senate has not been reconvened.

Unfinished Business

Syllabus Template Revision to include Library Resource language.

Rebecca shared a PPT slide with proposed language to be added to the syllabus template. Discussion ensued. Considerations include locating the language within the resource list webpage that is accessible via link, on the syllabus template, or on Blackboard.

- ◇ A motion was made by Vedham to add this language to the resource list webpage. The motion was seconded by Anestine. Faculty Council voted unanimously to accept this motion.

Outstanding Faculty Awards

Rebecca Thomas shared a PPT* 040722_MCOFA_Discussion.pptx which provides specific aspects for the council to prioritize from the Ad Hoc Committee's recommendations. After the Council votes on these proposals, Rebecca recommends we prepare a memo to Dr. Rai and Dr. Brown with the FC recommendations and then forward the remaining recommendations (which are mostly editorial) to their offices for them to make those modifications.

Nomination packets:

Discussion ensued about the number of supporting letters from faculty, staff, and students.

- ◇ Vedham made a motion to require at least one, preferably two, but no more than three letters of support from former students. The motion was seconded by Rebecca. Vote Count: 10 votes for; 1 vote against. Faculty Council accepts this motion.
- ◇ We recommend a page limit and guidelines for students when writing a letter of support. Asia volunteered to draft guidelines for the student letters.

Nomination Eligibility:

- ◇ Proposal to make a formal award for a new outstanding faculty member. Dana made a point about the evaluation cycle being once per year for first three years and worries that a new faculty member might be nominated, but not be reinstated due to a poor performance evaluation. Discussion ensued. The Council decided not to move this proposal forward as a recommendation.
- ◇ Proposal to make an awards category for department chairs. Discussion ensued. The Council decided to recommend that we more clearly advertise that Chairs are eligible for the award.
- ◇ Proposal to clarify whether self-nomination is allowed or not. Discussion ensued. The decision will be made on 04/21/22.

**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