

MONTGOMERY COLLEGE GOVERNANCE  
**Faculty Council**  
February 2, 2023

**Attendees**

- **Members present:** Baker, Dana; Bontems, Susan; Darr, Amanda; Driver, Kimberly; Hurst, Teri; Jones, Shelley; Karpakakunjaram, Vedham; Theophile-LaFond, Anestine; Lunn, Asia; Pavetto, Carl; Pointer, Jon; Webb, Alla; Winffel, Norma; Wolin, Carole
- **Proxies present:** N/A
- **Constituents present:** Maria Abasi
- **Members excused:** Sprague, Melissa
- **Invited guests:** Nadine Porter
- **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 December 1, 2022 were accepted with corrections. Minutes from November 3, 2022 were tabled and will be reviewed at the next meeting. This meeting was recorded for internal use only.

**Constituent Concerns**

At this time, guests were invited to speak.

Anestine shared the following concerns brought forth by the RV Faculty Senate:

1. That MC should create Academic Regulation and /or Policy and procedures related to the function/use of Artificial Intelligence ChatGPT AI: Discussion - Terri shared that English department faculty are very concerned and stated that we need to develop a college policy related to AI's rapid changes and the ability to include citations now. Vedham shared what ChatGPT AI is and how it may impact our classroom, assignments, and future in writing. The folks from Writing in the Disciplines are already addressing the impact ChatGPT AI will have on the College. Norma reported that Academic Regulations already has plagiarism in the regulations. However, this is a Policy and Procedure issue to be addressed at that level.
2. That timely and consistent information on higher education trends be provided that may impact student enrollment - teacher quality/expectations etc. due to increase competition and technology advancements/innovations
3. Sabbatical – endorsement - Substantial comments response from chairs, deans  
Concerns that most proposal only have a signature from the chair/dean with no comment on their perspective regarding the application and its merit for the students in the discipline/department

4. Faculty would like to implement some of what they learn during Professional Development but have little time between these deliverables and commencement of classes – consider flipping the script -professional development activities before the administrative addresses.
5. Absent from the competition for major performance awards there is a lack of incentivization on the department/discipline level – need for faculty within disciplines to be spotlighted for doing “good” work.

### **Chair’s Report**

The council co-chairs, Jon Pointer 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 full CCC met in December and is due to meet 2/3/23.
  - Data science program proposes a revision and a statewide designation for the program. Discussion ensued about the criteria for statewide designation. Dr. Rai recommended the program not be designated as statewide program at this time.
  - A few other proposals as part of cleaning up the catalog information were also discussed and approved.
  - Heads up: after reviewing the CCC membership, I will be requesting the FC to help with communication to FTF asking for their interests to serve in the CCC starting the AY 2023-24.
- General Education Standing Committee (GEC): Kimberly Driver reported that the committee membership has changed due to the resignation of Michelle Prendergast. The Committee needs representation for Humanities, English, and Math. The committee would like to add an at-large member position to the membership. We need a co-chair and a CAP. All English courses will be voted on for Gen Ed recertification next week. Anestine asked about the use of an At-Large member within the CCC and Gen Ed committees. Vedham shared how the At-Large position is utilized in the CCC committee. ELAP representation is valuable to the committee
- Academic Regulations (AR) Committee: Norma reported that the committee has new regulation proposals:
  - Definition of Credit Hour per MSCHE/DOE -The charge for Regs is to make sure the definition of credit is compliant with what is required of MSCHE and that that definition appears in the catalog and in the academic regulations. Current definition uses the term “approximately” when defining credit. Specificity required.
  - Consider revision of language in AR 3.6 Credit by Examination to be equitable with AR 3.7 Credit by Proficiency Assessment
  - At next Faculty council meeting Regs will be presenting two nominees for membership in regs for FC approval and vote. Additionally, and most importantly we will need to review new AR 9.2 – Academic Appeals Committee Membership

language for a final vote prior to presenting to Presidents Advisory Council for approval and implementation.

### **Campus Reports**

- Germantown Faculty Senate – Amanda reported the committee is scheduled to meet 2/3/23.
- Rockville Faculty Senate – Anestine reports they met 1/31/23. The Senate planned for the semester. Topics include data for placement, AI, and experiential-learning. We are still trying to increase faculty engagement and representation on the Senate.
- TPSS – tabled; the TPSS faculty senate has not been reconvened.

### **Presentation:**

Nadine Porter shared Data Analytics Badge Rubric and BlackBoard Analytics Series Overview ppt\*

- In collaboration with Paul Miller, Elite; Using Bb Analytics to Support Student Engagement and Instruction
  - Instructor presence and its impact on learning
  - Using data analytics to help build instructor presence
  - Utilize Bb reports and dashboard to view user activity
  - Using data to support courses
  - Spring 2023 – Three-Part Series Learning Pathway on Analytics offered by Elite
  - Data Analytics Badge available

### **New Business**

#### General Education Committee Vote:

1. Motion made by Anestine to modify the Gen Ed committee bylaws, allowing the committee to add the position of an At-Large representative to the membership.
  - ◇ Anestine motioned to accept the motion as stated above. Shelly seconded the motion. The Council unanimously voted to accept this motion.
2. Motion made to accept the nomination of the following candidates: Christopher Collins to serve as Humanities representative; Maria Brunett to serve as the Math representative; and Christiana Okechukwu to serve as the At-Large representative.
  - ◇ Vedham motioned to accept the nomination of Christopher Collins, Maria Brunett, and Christiana Okechukwu. Anestine seconded the motion. The Council unanimously voted to accept this motion.

Disputed Grade Review Committee (DGRC) – Dana received an inquiry about the DGRC. She recalls the committee last met in 1993. Per Teri Hurst, this is not a standing committee, instead it is convened as needed. Dana cited AR 6.6 Final Grade Dispute meeting and procedure. Issue involves a Spring 22 Science class. PT faculty posted the grades in Bb and in Banner. However, the Bb grade doesn't align with the Banner grade. Nine students filed a grade dispute. Per the students, the PT faculty did not respond to the students. The PT faculty removed the Bb site. However, the Dean took snap shots of the Bb site before the PT faculty removed all information from the Bb site. AR 6.6 states we must have at the ready, 12 representatives for this DGRC.

Faculty Council is responsible for convening this committee. Therefore, the FC bylaws will need this standing committee added to the council committee. Norma stated the AR 6.6 language is confusing, but it does not mean we must always have a standing committee. AR 6.6 will assemble a committee as needed when a disputed grade gets to that point in the dispute process. Dana stated we would only need to state in the bylaws, that the FC will assemble a DGRC as needed. The Deans of Student Affairs (3 campuses) and the PT Faculty Institute will provide representatives to serve on this committee as needed.

*\*Any presentations or supporting documents shared at this meeting will be available on the Faculty Council AY 2022-2023 Teams site.*

Meeting adjourned at 1:52 pm  
Respectfully submitted by  
Melissa Sprague, Faculty Council Secretary