

MONTGOMERY COLLEGE GOVERNANCE
Faculty Council
February 6, 2025

Attendees

- **Members present:** Amanda Darr, Megan Van Wagoner, Miriam Zemen, Alla Webb, Joseph Stumpf, Tamesha Robinson, Anestine Theophile-LaFond, Diego Hernandez, Linda Robinson, Brenda Knopp, Brandon Wallace, Kimberly Driver, Stephanie Landon, Harry Singleton, Antonio Del Castillo-Olivares, Pierre Harges
- **Proxies present:** N/A
- **Members absent:** Angela Ingram
- **Guests:** Carolyn Terry, Sherwin Collette, Sokol Mato
- **Council Liaison:** Dr. Price
- **Governance Director:** Clevette Ridguard

Call to Order

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

Approval of the Agenda / Minutes

The agenda for today's December 5 meeting was. Motion by Diego Hernandez, seconded by Antonio Del Castillo-Olivares.

The Minutes for December 5, 2024 were approved with edits. Motion by Harry Singleton, seconded by Brenda Knopp & Miriam Zemen. This meeting was recorded for internal use only.

Constituent Concerns

At this time, guests were invited to speak by Brenda Knopp

- **Presenter Harry Singleton:** Many times, at the start of the semester the hardware in hi-flex classrooms do not work. The instruction sheet located at the smart stations are obsolete. Can IT check all the stations prior to the start of the semester.
- **Presenter Antonio Del Castillo-Olivares** I would like to raise a critical issue regarding the current limitations on student access to proctored exams for distance learning courses, specifically the 10-student cap for in-person testing at the Assessment Center.
As we transition from EXAMITY to ProctorU for online proctoring, it is essential to provide students from asynchronous distance learning courses the flexibility to choose between ProctorU and the Assessment Center without a rigid cap on the number of students who can opt for in-person testing.
Traditionally, before COVID-19, all students took their exams at the Assessment Centers. However, in recent semesters, online testing tools have become more accessible and widely used by students, faculty, and Assessment Center staff. While fewer than 10 students typically choose in-person proctoring, the demand for online proctoring has continued to grow. Given the unpredictable nature of student preferences in distance learning courses, instructors are unable to anticipate how many students will require in-person testing.

This limitation raises practical concerns. For instance, how should faculty determine which 10 students are granted access to in-person testing when demand exceeds the cap? What happens if a student, for reasons beyond their control, needs to test in person but is not included on the list? Furthermore, who bears responsibility if students voice complaints about this process, whether to faculty chairs or the Dean of Student Services?

I respectfully request that the Faculty Council advocate for a policy that removes this cap, which was unilaterally established by the Assessment Center, and ensures equitable access to both ProctorU and in-person proctoring options for all students, regardless of enrollment size. I also recommend that, if a working group is convened to address this matter, a representative from the Faculty Council be included to ensure faculty input is part of the discussion.

Thank you for your time and consideration.

- **Presenter: Stephanie Landon**

ELITE has mentioned that ESH is provided to coordinators to transition common courses to Ultra but communication is not the same in all departments or disciplines. It should be granted equitably.

Why does MC not offer a sick leave bank? Has been brought up multiple times, but no reason has been given for why we do not offer it or an option for implementation.

- **Presenter; Sally McClean**

The Writing Center at Germantown has hired student tutors instead of hiring back PT faculty. Student tutors are more likely to give incorrect answers and counseling of student writing whereas a PT faculty has more experience and may be able to assist students better.

Co-Chair's Report: Co-Chair's report presented by Co-Chair Amanda Darr.

Highlighted general announcement from the college community. The report is attached to the minutes.

Guest Speaker: Erika Bucciantini – Innovation Grants

Innovation website: <https://www.montgomerycollege.edu/special-programs/innovation-works/index.html#grantpreparationmaterial>

Innovation Grant Information:

PowerPoint: <https://www.montgomerycollege.edu/documents/special-programs/innovation-works/foundation-innovation-grant-powerpoint.pdf>

Flyer: <https://www.montgomerycollege.edu/documents/special-programs/innovation-works/foundation-innovation-grants-flyer.pdf>

Innovation Works Grant Prep material: <https://www.montgomerycollege.edu/special-programs/innovation-works/index.html#grantpreparationmaterial>

Committee Reports * See Supporting Documents for full reports

- **College-wide Curriculum Committee (CCC): Harry Singleton**
 - CCC did not meet yet. We established our academic year goals.

- **General Education Standing Committee (GEC): Presented by Kimberly Driver**
 - Last meeting was on 12/13/2024; Next meeting on 2/14/2025. Report is attached
- **Academic Regulations Committee (Regs): Diego Hernandez**
 - We met on 12/13. Presented 5.4 Academic Dishonesty and Misconduct. More information needed; vote to be conducted electronically.
- **Campus Reports**
 - Germantown Faculty Senate
Working on recruiting faculty.
 - Rockville Faculty Senate – Antonio Del Castillo
We will be meeting this week; will be working on electing new chair
 - TPSS Faculty Senate– Presented by Pierre Harges
Senate has a full membership and will start meeting regularly.

Guest Speaker :

Speaker-Dr. Price **Title** - Updates on Academic Year 2025 Works in Progress

Speaker- Sherwin Collette, Sokol Mato **Title:** Instructional Materials: Processes and Services

- New Bookstore Vendor– Slingshot
- Reopening the RV bookstore location on March 3, 2025

Faculty Council Business:

- Other Business

ADJOURNMENT:

- Motion by Anestine Theophile-LaFond, seconded by Brenda Knopp. Motion to adjourn at 1:58 pm.

**Any presentations or supporting documents shared at this meeting will be available on the Faculty Council AY 2024-2025 Teams site.*

Meeting adjourned at 1:58 pm

Respectfully submitted by

Alla Webb, Faculty Council Secretary