

Montgomery College
Faculty Council Meeting Minutes

Thursday, November 5, 2020

12:30 – 2:45 PM

Zoom Meeting

Attendees

Present: Michael Leblanc, Tim Kirkner, Comfort Mingot, Erin Marcinek, Alan Stover, Dana Louise Baker, Vedham Karpakakunjaram, Erica Hepworth, Esther Schwartz-McKinzie, Katie Mount, Belle Scheibner, Norma Winffel, Kimberly Yost, Rebecca Thomas, Antonio Del Castillo-Olivares, Soyini Richards, Monica Mellini

Absent: Anthony Solano, Sonja Fisher, John Quah

Liaison: Carolyn Terry, Clevette Ridguard

Call to Order

There is a quorum to conduct business. The meeting was called to order at 12:32pm by the chair.

Approval of Agenda/Minutes

The agenda was approved as written. The minutes was approved as amended. The meeting was recorded for internal use only.

- Monica Mellini replaced Jennifer Haydel as a member of Faculty Council
- Christopher Fallon – no longer member of Faculty Council
- Add Antonio Del Castillo-Olivares to attendees list

Constituent Concerns

No constituent concerns were presented.

- Reach out to constituents

Chair's Report

The co-chairs provided the following information:

- College Council meeting on 10/27
 - Dr. Sanjay Rai provided updates about spring semester
 - Question – Any guidelines or recommendations for faculty for spring semester?
 - Not much information at the moment
 - Will send email and follow up
 - Concern about students not fully understanding 7-week classes
 - Dr. Rai and Dr. Brown will send out communication soon
 - Introduced new [Ombuds](#) – Allison Whaley
 - Is there anyone who wants to be on the Hiring Committee for Senior Vice President for Administrative and Fiscal Services?
 - Alan Stover volunteered – will submit name to Dr. Steve Cain
 - Email Alan with any thoughts and concerns

- Encouraged to watch Budget Forums
- Still need members for Academic Regs Committee
 - Germantown – Humanities
 - TPSS – Counseling
 - Question – Can someone serve temporarily?
 - Suggested to have someone serve until the end of the academic year while searching for a permanent member
 - Will ask Evelyn Gonzalez to see if she can serve temporarily
- Campus Expansion Committee
 - Erica Hepworth moved to send all 6 names forward and Esther Schwartz-McKinzie seconded.
 - Vote – unanimous approval
- Start Smart – working to improve outdated processes
 - Orientation for new students
 - Working to consolidate process – will have soft launch soon

Committee reports

- Academic Regulations Committee Report was reported by Norma Winffel.
 - Provided update on AR 4.1 and 4.4 – will send official regulation later
- General Education Standing Committee Report was reported by Kimberly Yost.
 - Provided update on Fields of Study
- Collegewide Curriculum Committee Report was reported Vedham Karpakakunjaram.
 - Will Anthony Solano occasionally attend Faculty Council meetings?
 - Vedham will attend this semester, but not sure about spring semester
 - Will confirm with Anthony
 - Department Chair nomination for CCC – Alla Webb, Acting Chair of Science, Engineering, and Technology at Germantown and TPSS Campuses
 - Erin Marcinek move to approve the nomination, and Dana Baker seconded.
 - Vote – unanimous approval
 - Need CAP for Rockville Campus – will see if anyone on committee can step up
 - Will provide more information later
- Germantown Faculty Senate Report was reported by Belle Scheibner.
 - Suggestion to offer 2-week workforce development course to allow students to have hands-on lab experience
 - Will have more discussion
- Rockville Faculty Senate Report was reported by Antonio Del Castillo-Olivares.
 - Sent emails to chairs on Rockville Campus – find and initiate candidates to serve on Faculty Senate
 - Meeting on Wednesday, 11/25
 - Will seek help from Faculty Senates on other campuses
 - A few people have approached but hoping for more people
 - Need to be teaching at least one course on the campus to serve on Faculty Senate
- Need to find another representative for TPSS Faculty Senate – John Quah can no longer serve

Faculty Council Goals Update

- Privacy
 - Issues with lack of technology, internet access, and space to learn
 - Parents listening in and complain about class
 - Question – Are there any examples?
 - Parent didn't like how faculty spoke to class
 - Grade privacy – FERPA issue
 - Protection for faculty
 - Need to look at both sides
 - Tim will put together informed perspective/recommendation
 - Academic freedom issue?
- Attendance – Esther and Michael will put document together
- Etiquette – do research on MC Zoom etiquette
- [FERPA and Virtual Learning During COVID-19](#)
- Tabled for further discussion

Faculty Advising: BEACHAMPS update

- More training and consistency
- Need consistent practice and communication
- One system to record advising and counseling interactions?
 - Information not shared between departments
 - Students don't want to have to retell story repeatedly
- Important to have centralized place
- Next steps? Recommendation from counseling perspective?
 - Tim will write up a document
- Tabled for further discussion

Introduced new Faculty Council member, Monica Mellini.

Student Camera/Microphone Use Policy

- Add language about having a lawyer review document and alternative ways of participation
- What if they don't consent?
 - Turn off camera and mic but still participate
 - Fair and equitable for other students – expectation for students about participation
 - Encourage engagement through chat use, polls, etc.
- Suggestion to use alternative ways of engagement – chat and polls
- Flexibility is needed
- Requirements should be noted in description before students register
- Council members expressed concerns about cheating.
 - Can't find perfect solution for every scenario
- A council member expressed concern that classroom presentation can't be done without turning camera on. Classroom is opportunity to develop verbal skills.
 - Record voice with Powerpoint to present
 - Teacher show Powerpoint while student present via voice

- Council members expressed concern about using “accommodation” in the document.
 - Should check with DSS
 - Soften language – communication of needs
- Modifications to recommendation
 - Add language about lawyer reviewing document
 - If students don’t consent to being recorded, refer to appendix for other modes of participation that students can use.
 - When students communicate legitimate excuse supported with evidence, faculty may provide some flexibility to students.
- Will send recommendation to College Council
 - Will also notify Carolyn Terry, Dr. Mike Mills, Dr. Sanjay Rai, and Dr. Kevin Long
- Tim Kirkner motioned to forward the recommendation to the parties discussed with three modifications, and Belle Scheibner seconded.
 - Vote – unanimous approval

New Business

No new business was presented.

Took Faculty Council photo.

Adjourned

The meeting was adjourned at 2:48pm.