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Montgomery College
Faculty Council Meeting Minutes
Thursday, February 18, 2021
12:30 – 2:45 PM
Zoom Meeting

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Attendees
Present: Michael Leblanc, Tim Kirkner, Erin Marcinek, Comfort Mingot, Dana Louise Baker, Vedham Karpakakunjaram, Monica Mellini, Kimberly Yost, Rebecca Thomas, Norma Winffel, Antonio Del Castillo-Olivares, Belle Scheibner, Erica Hepworth, Jon Pointer

Absent: Soyini Richards, Alan Stover, Sonja Fisher, Katie Mount, Esther Schwartz-McKinzie

Guest: Mike Mills, Paul Miller, Jane Ellen Miller

Liaison: Carolyn Terry, Clevette Ridguard

Call to Order
There is a quorum to conduct business. The meeting was called to order at 12:30pm by the chair.

Approval of Agenda/Minutes
The agenda and minutes were approved as written. The meeting was recorded for internal use only.

Constituent Concerns
- Staff Council forwarded a concern that they received regarding the College's policy 53001 6.4.A Criteria for Incomplete Grade "I" and "IC". The constituent was concerned about the wording of the regulation and suggested the need for clarity.
  - Suggested the need to educate faculty on "I" and "IC"
  - Language is meant to be vague
    - If language in criteria is too vague, should make it clear in the syllabus.

Chair's Report
The co-chairs provided the following information:
- Advising Redesign Taskforce – received response from Dr. Sanjay Rai and Dr. Monica Brown
  - Several members of Faculty Council are on the committee and will provide updates.
- Recruiting members for Compensation Market Study Committee – will forward the five names
- Outstanding Faculty Awards – form ad hoc group to talk about revamping system to simplify nomination process
  - Tabled for further discussion
- Fall Return to Campus – Montgomery College is taking a very cautious approach.

Open Educational Resources (OER) Conversation with Mike Mills
- MC Open – improve student success through OER
  - Success, access, affordability, and collaboration

- Staggered growth in Z-Course enrollments since 2017
- Open Pedagogy in Action
    - Cost savings (Fall and Spring Semesters) – saved about $7.3 million in textbook cost
    - Student learning – Students are mostly doing as well, or better, in Z-courses compared to other courses.
    - Social justice – global faculty fellowship of OERs and student community engagement
        - Faculty got the chance to collaborate with different institutions and faculty
        - Students enjoyed the experience
    - Open Pedagogy Award in Excellence 2020
- Upcoming projects
    - Using H5P to create reusable learning objects to support Spanish Department
        - Looking at a series of interactive experiences to develop resources that can substitute resources that are currently purchased by students
        - Create a variety of options
    - Decolonizing the curriculum – culturally relevant pedagogy
        - Create series of resources that provide tools and tips to decolonize the curriculum and engage students in decolonizing the curriculum
        - Adapt resources based on students
        - Partnership between instructors and students
- Question – What exactly is meant by "decolonizing"?
    - Bring in difference voices that give additional meanings to the material
    - Use OER to supplement or complement textbook
- Question – It can be very time-consuming and overwhelming. Would you suggest representatives from a department to put together a list of available OER?
    - There isn't one certain repository for all of this information.
    - Recommend to start small and bring in different aspects of OER
    - Don't advocate faculty spending a lot of time creating their own textbook
- Question – It's a time-consuming process with the possibility of no reward, so how does it work?
    - Faculty provide the content and the team build on it
    - No financial reward, but those who contributed get their reward by becoming a part of a larger community of practice.
        - Creator will be credited
    - Research study – Students who took OER courses, on average, attempted more credit hours than students who did not take any OER courses.
- Council member stated that openstax textbooks are very similar to regular textbooks.
    - Not perfect but it's something for students to fall back on for information
    - Important to realize the need to add more resources than just textbooks
    - Important to review the materials before adapting them
- Use of OER enhances academic freedom – more opportunity to bring in content and engage students in the process
    - No one at MC is forced to use OER
- Question – Common course is a specialized field that requires a lot of important elements to create a good textbook. In a situation where not much information can be found, what would you recommend for those who want to shift to Z-Courses?

- o Refer to E-learning side letter
  - o Work with Paul Miller and Buddy Muse of Office of E-Learning, Innovation, and Teaching Excellence to see if we can find something out there
- If expand online degrees, a lot of second year, upper level courses will need to be developed.
- Question – Will there be situations where the materials aren't caught up to textbooks?
  - o Yes, possible in many disciplines – that's why faculty aren't mandated to use OER

Committee Reports
- Germantown Faculty Senate Report was reported by Belle Scheibner.
  - o Discussed concerns on OER – some questions have been answered
  - o Starting on election procedures
- Rockville Faculty Senate Report was reported by Antonio Del Castillo-Olivares.
  - o Currently, 6 departments are represented – sent request to the other departments for nominations of representatives
  - o Initiated process to nominate co-chairs – open until next month's meeting
  - o Need to make sure students know difference between DL and remote learning
  - o Discussed issue of campus pick up – faculty should be aware of protocol when organizing any on-site pick up by students
- Academic Regulations Committee Report was reported by Norma Winffel.
  - o Credit for Prior Learning Committee created a draft flow chart on the evaluation and acceptance of credits for coursework completed outside of MC.
- General Education Standing Committee Report was reported by Kimberly Yost.
  - o 11 HLTH courses recertified
  - o Will have a speaker at 4/30 meeting
    - ▪ Also working on redesigning some rubrics in Gen Ed – need faculty input
  - o Will reach out to Norma for potential revision on language for student appeals
- Collegewide Curriculum Committee Report was reported Vedham Karpakakunjaram.
  - o Working to update language on syllabus template
  - o Biotechnology will have a new certificate coming up – separate lecture and lab
- Data Management Committee was reported by Dana Baker.
  - o Tasked to help college community understand the importance of data and its uses
  - o Brought forth the concern that it doesn't show why faculty should care and the need to make it easier for all employees to understand the importance
  - o Looking at where information is placed and if data are stored in the correct places
- Suggested to have a document to address frequently asked questions and concerns on OER
  - o Should also have a document to explain to students what OER is
    - ▪ Need statement to tell students to not buy regular textbooks for Z-courses
  - o Will reach out to Mike Mills

IT Update: Workday – Jane Ellen Miller
- March 2021 – about 80% through the project
- Preparing for Performance to go live in July – put goals into new system
- Easy to maneuver through system
- IT is rebuilding production box – HR, Finance, Payroll, and ELITE have been testing processes

- In March, begin third and last end-to-end testing of all processes.
  - Testing from March to end of June
- July 2021 to January 2022 – training initiatives
  - Online trainings, videos, and job aides
- Communication will be sent out – what to expect and benefits
- Question – What we are doing with workday and what we hope to accomplish? Can you give an overview of the challenges of prior implementation?
  - CampusWorks was brought in to identify issue and what needs to be done
  - There was lack of good communication between the teams.
  - Observed and made rearrangements
- Question – Will this change faculty evaluation?
  - Suggested to reach out to Jane Ellen to ask if they can preview part-time and full-time faculty workday evaluations – can provide good feedback
  - Faculty evaluation will be not affected – moved to online space

Introduced new member, Jon Pointer.

New Business
- Work on award process

Adjourned
The meeting was adjourned at 2:47pm.