

MONTGOMERY COLLEGE GOVERNANCE
Faculty Council
December 2, 2021

Attendees

- **Members present:** Ahmad, Kay; Baker, Dana; Bontems, Susan; Karpakakunjaram, Vedham; Jones, Shelley; Lunn, Asia; Maradei, Terri; Pointer, Jon; Prendergast, Michelle; Sprague, Melissa; Theophile-LaFond, Anestine; Thomas Desjardins, Ketely; Thomas, Rebecca; Webb, Alla
- **Proxies present:** N/A
- **Constituents present:** Geri Grisham; Anna Laura
- **Members excused:** Martin, Chloe; Richards, Soyini; Sprague, Melissa; Winffel, Norma
- **Invited guests:** Emily Rosado
- **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 and the minutes from November 18, 2021, were unanimously approved as written. The meeting was recorded for internal use only.

At this time, guests were invited to speak.

Constituent Concerns

- Kay Ahmad shared concerns about the spring schedule. After a discussion with the Chair, she is being told that things cannot be changed and being controlled at a higher level. Dana assured the council that Dr. Rai was informed of her previous constituent concern from 11/18/21 and these concerns will be shared with the Chairs. Kay elaborated that the changes were about the method of teaching F2F moved to SRT without faculty knowledge. Rebecca will report to Chairs that communication needs to be ongoing with faculty about all changes. Rebecca explained that there is a scheduling committee that any changes or cancellations to the schedule must go from the Chair to the Dean, Provost, and the scheduling committee. Rebecca suggested that we might want to invite the scheduling committee to a future Faculty Council meeting.

Chair's Report

The council co-chairs, Rebecca Thomas and Dana Baker, shared a PowerPoint* for their report. Information is provided to members and guests regarding updates and upcoming events.

- The Faculty Council 2021 – 2022 Goals were reviewed. We acknowledge an increase in attendance by our constituents.
- FY22 Required Workday Training announced and due by December 23, 2021.
- Institute for Part-Time Faculty Engagement and Support scheduled for January 8, 2022.
- Dean of the Virtual Campus, Shinta Hernandez, is looking for full- and part-time faculty who are interested in participating on a Virtual Campus Implementation Team.

- College Council Meeting from 11/23/21
 - Budget Presentation from Elizabeth Greaney
 - 2021 Annual Cleary report submitted by Adam Reid
 - Asbestos survey updated
 - All encouraged to review the minutes of College Council
- Office of Equity and Inclusion LGBTQIA Survey is live, all encouraged to complete the survey.

Committee Reports

- Collegewide Curriculum Committee (CCC) Report was shared by Vedham Karpakakunjaram. Only one proposal was submitted; BSAD 101 – Introduction to Business would like to add ELAI 990 as a pre- or co-requisite. The CCC approved and will be implemented.
- General Education Standing Committee Report – per Michelle Prendergast they only held a working meeting last week.
- Academic Regulations (AR) Committee Report – tabled due to absence of Norma Winffel.

Campus Reports

- Germantown Faculty Senate – Terri Maradei reported the group discussed faculty burnout for a period at the beginning of the meeting. Regarding, Elite offerings, faculty would like to see more offerings after 3 pm.
- Rockville Faculty Senate – Anestine LaFond reported are brainstorming goals for the upcoming year.
- TPSS – tabled; the TPSS faculty senate has not been reconvened.

Presentation Emily Rosado shared an update* from the Ad Hoc Workgroup about Inclusive Syllabus Language. The group reviewed the College’s syllabus template and found areas for improvement. These recommendations can be in sample language or tips for the faculty to include in the syllabus. The goal is to avoid punitive or exclusive language instead be inclusive, antiracist, and trauma informed.

Recommendations can be found under the following headings:

1. Faculty to include “Diversity Is Our Strength” statement (optional section for syllabi)
2. Student Code of Conduct section – Susan Bontems expressed concern with the word “invites all students to demonstrate academic honesty and integrity.” Discussion ensued.
3. Academic Honesty
4. Attendance Policy section - prompted discussion about whether to include withdrawal dates.
5. Communication section – recommendation that faculty should indicate their email preference either Bb course mail or MC email.
6. Course Requirements section – includes Tips and Sample Language

Any concerns or recommendations can be sent directly to Emily Rosado. The council will vote on the proposed changes to the syllabus language at the February meeting.

Unfinished Business

Camera presence in SRT

Rebecca Thomas initiated discussion about the issue of camera presence in SRT. The council will review the policy developed by Faculty Council early in the pandemic. We will review the current policy on camera use, consider these faculty concerns and the new recommendations. The Chairs will discuss the potential policy change with Dr. Ridguard. Anestine volunteered to bring this issue to the Rockville Faculty Senate for review and development of recommendations.

Outstanding Faculty Awards

Upon review of the Ad Hoc workgroup's report on the OFA's, the council is tasked to consider the recommendations made by the workgroup. All members are asked to review the current process found on the OFA website. This will be a recurring agenda item. Dana believes the single most important goal should be to simplify this process. Vedham proposed that there should be a standard rubric. Anna Laura stated that she believes the process is not onerous and feels the requirements provide a thorough example of the faculty teaching accomplishments. Rebecca suggests that we should consider what implications the full-time award changes might have on the part-time award. Rebecca asked for volunteers to review the OFA report and do some brainstorming to breakdown the recommendations by the workgroup. Members of the workgroup may be invited to a future meeting. Rebecca asked for volunteers to join a OFA brainstorming session. Volunteers: Vedham. Kay shared some feedback in the chat. Rebecca will reach out to individuals to encourage involvement.

Faculty Council Task: To form a OFA review committee for the 2021-2022 OFAs. Dana and Rebecca will send an email to all faculty to recruit volunteers for the OFA Review Committee.

**Any presentations or supporting documents shared at this meeting will be available on the Faculty Council AY 2021-2022 Teams site.*

Meeting adjourned at 2:01 pm

Respectfully submitted by

Melissa Sprague, Faculty Council Secretary