

MONTGOMERY COLLEGE GOVERNANCE

Faculty Council

September 16, 2021

Attendees

- **Members present:** Ahmad, Kay; Baker, Dana; Bontems, Susan; Jones, Shelley; Karpakakunjaram, Vedham; Lunn, Asia, Pointer, Jon; Prendergast, Michelle; Richards, Soyini; Sprague, Melissa; Theophile-LaFond, Anestine; Thomas Desjardins, Ketely; Thomas, Rebecca; Webb, Alla; Winffel, Norma
- **Proxies present:**N/A
- **Constituents present:** Sue Adler, Tracy Smith-Bryant, Ben Nicholson, Cristina Butler, Karen King, Richard Gottfried, Mimy Young, Angela Nissing, Aubrey Smith, Jen Capprella, Sara Kalifa, Virginia Miller, Valerie Lantz
- **Members excused:** Martin, Chloe
- **Invited guests:** Chevelle Glymph
- **Liaison:** N/A
- **Governance Director:** Ridguard, Clevette

Call to Order

- The regular meeting was called to order at 12:01 pm by Dana Baker, co-chair. There was a quorum to conduct business.

Approval of the Agenda / Minutes

Today's agenda was approved unanimously. The minutes from September 2, 2021, were approved with corrections. The meeting was recorded for internal use only.

Constituent Concerns

- Kay Ahmad shared concerns about the College Area Review (CAR) report schedule. Kay stated that ELAP is collecting data for program assessment but need clarification about the timeline. Kay reports that ELAP is not on the schedule. Shelley Jones recommended that Kay reach out to Cassandra Jones as a resource.
- No other constituent concerns

Chair's Report

Dana Baker reviewed some of Robert's Rules for guests and voting members. Discuss ensued about the number of members that constitute a quorum.

Rebecca Thomas provided an update from the Return to Campus Advisory Team (RTCAT). The College continues to monitor the county, state, CDC and our own metrics to make decisions. She reported that the COVID Classroom Guidance document needs some updates. The ad hoc committee will review the document and make modifications per the emerging questions and concerns. Specifically, confidentiality related to student health status, COVID cases, information, and procedures related to returning to class after a positive case. Rebecca reminded members and guests that faculty are not allowed to ask for proof of vaccine or inquire about anyone's health status.

Dana Baker shared College related announcements:

If anyone is interested in serving on the search committee for the Dean of the Virtual Campus, email Mike Mills by 09/17/21.

The College introduced the members chosen to serve on the presidential search committee. The committee includes members of community and representatives from various areas of the college, community stakeholders, and the interim superintendent of MCPS.

Presidential Search Forums are scheduled for this week and next. All are strongly encouraged to sign up for the virtual forum.

Dr. Dukes will conduct a Town Hall meeting on 9/21/21 at 11 o'clock on the Rockville campus, sign up or watch live on Facebook or MCTV.

Elite is sponsoring a faculty fellowship, "Community and COVID-inspired Faculty Scholarship: Issues and Opportunities." All faculty are encouraged to apply for this opportunity.

The Board of Trustees meeting is scheduled for Monday, 9/20/21 evening. The meeting will be virtual. College council members are asked to attend.

Students experiencing financial insecurity are encouraged to apply for Higher Education Emergency Relief Fund (HEERF). Students can be directed to the website and to apply for emergency assistance.

Rebecca Thomas and Dana Baker are scheduled to meet with Dr. Rai on 9/30/21. If members or constituents have any comments, concerns, or compliments please share with Rebecca or Dana by 9/29/21.

The council is seeking a volunteer or two to conduct a survey asking faculty to share thoughts or concerns. Timeline: send in early October. If interested, reach out to Dana or Rebecca.

Asia Lunn shared a link about Compassion Fatigue

https://catalog.pesi.com/sales/bh_c_001427evg_compassionfatiguecertification_organic-155913

Committee Reports

- Collegewide Curriculum Committee Report was reported by Vedham Karpakakunjaram.
 - The committee, (CCC) will meet for first time tomorrow. The administrative board met last week. Goals haven't been finalized but will be discussed tomorrow. Plans include touring the website to introduce new resources, flow chart, and Curriculog tools. New members were oriented to the expectations about proposals and providing feedback to proposals. Kim Yost, from Gen. Ed. Standing committee discussed what happens when Gen. Ed. and CCC are both in the workflow. Case by case decisions will be made when that occurs.
- General Education Standing Committee Report was reported by Michelle Prendergast.
 - Summer work groups reported out.
 - The student appeal form for Gen. Ed. credit was revised.
 - Mark Levine and Justin Edgar confirmed that 80% of our Gen. Ed. courses are transferable.
 - Information literacy assessment will look at the critical thinking rubric.
 - We are looking at courses that have assessment levels for course that have Gen. Ed. status. Michelle gave an example of PSYC 102: ELAP 990 pre- or corequisite. The workgroup will look at assessment levels and determine if they align with the Gen. Ed. outcomes so we can make stronger recommendations when reviewing assessment levels.
 - Norma Winffel addressed the student appeal form; she recommended that the form be submitted to Academic Regulations because the language needs also to be reviewed by Sue Haddad in DSS.
- Academic Regulations (AR) Committee Report was reported by Norma Winffel.
 - Norma Winffel reported that there are two vacancies on the committee: a Germantown Faculty Representative and a Takoma Park/Silver Spring Counseling Faculty Representative. The committee will present nominees for the vacancies at the next meeting.
 - Completed Initiatives
 - AR 6.7 GPA Calculation Update. The proposal was passed and will be implemented.
 - AR 6.8 Honors and Dean's list – GPA changed from 3.4 – 3.5 only calculated in fall and spring.
 - AR 7.4 Restrictions and Suspension were paused due to covid. They still have to meet with counselor to find ways to assist and determine cause of poor performance. Restrictions are not limited to 6 credits and suspensions do not have to sit out a semester during Fall 2020 – Spring 2021. Now we are looking at eliminating the pause and returning to previous standing rules. However, some language recommendations were suggested. We are revisiting this proposal at our next meeting.
 - Goals list has been finalized.
 - We were very productive; approved and modified 11 regulations this past year.

- Goals to be finalized at next meeting

Campus Reports - tabled as there were no campus representatives present.

- Germantown – tabled as there were no campus representative present.
- Rockville – Anestine LaFond Faculty Senate meeting held 9/10/21
 - Margaret Turnbow is resigning from comm. Election for co-chair will be held next meeting
 - RV senate website is being reviewed to determine if it aligns with the College template. Storage of minutes and agenda questioned.
 - Guest speaker: We invited Samantha Veneruso to discuss guided pathways. We will have Cassandra Jones at our next meeting to discuss program review.
 - Members of the senate verbalized that they want to volunteer, but they feel they are not qualified. Anestine suggested that those interested go to the governance site for training. It was suggested that we need a more formal training for those interested and communication about governance participation.
- TPSS – tabled as there were no campus representative present.

Guest Speaker: Chevelle Glymph, Director of Public Health and Environmental Safety

Chevelle shared her background and professional experience prior to coming to MC.

She shared how we can prevent transmission while on campus, masking, handwashing, staying home when sick, cough hygiene.

She described the interview questions used with students and employees who report positive covid cases or possible exposures. She described the process for communication throughout the College for positive cases. Discussion ensued about possible scenarios. Questions were taken from members and constituents via Chat.

Chevelle shared the new email publichealth@montgomerycollege.edu to report a positive COVID case, questions about exposure, or quarantine.

Meeting adjourned at 1:54 pm

Respectfully submitted by

Melissa Sprague, Faculty Council Secretary