MONTGOMERY COLLEGE GOVERNANCE
Faculty Council
November 18, 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; Winffel, Norma
- **Proxies present**: N/A
- **Constituents present**: Brenda Knopp, Leah Allen, Silvia Vargus, Shelly Bennett, John Coliton, Joh Quah, Valerie Tanner, Jan Shapiro, Tracey Smith-Bryant, Jeri Gresham, Kathryn Klose, Emily Rosado, Katie Mount, Joe Stumpf, Akhter Chowdhury, Jennifer Capparella, Shinta Hernandez, Ginger Robinson, Bonita Parker, Claudinna Rowley, Zenobia Garrison, Kellon Bubb, Harry Zarin, Jona Colson
- **Members excused**: Martin, Chloe; Richards, Soyini
- **Invited guests**: Dr. Sanjay Rai, Krista Leitch-Walker, Chris Nickson
- **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
Anestine Theophile-LaFond made a motion to approve today's agenda; Vedham Karpakakunjaram seconded the motion. Today's agenda was approved unanimously. Kay Ahmad made a motion to approve the November 4, 2021 minutes with corrections; Terri Maradei seconded the motion. The minutes from November 4, 2021, were unanimously approved with corrections. Kay Ahmad made a motion to approve the October 21, 2021 minutes with corrections; Vedham Karpakakunjaram seconded the motion. The minutes from October 21, 2021, were unanimously approved with corrections. The meeting was recorded for internal use only.

At this time, guests were invited to speak.
Constituent Concerns
- Anestine Theophile-LaFond shared concerns raised at the last Rockville Senate meeting. The senate would like us to develop syllabus guidelines for those taking distance learning (DL) or structured remote (SRT) courses. The faculty find this is necessary due to the increased incidence of students logging in, turning their camera off, and not engaging in the learning environment. Dana Baker asked Anestine to submit a Governance Recommendation form to the Faculty Council.
- Kay Ahmad shared concerns about spring schedule changes occurring without faculty input. Faculty are then surprised by the changes. Kay recommends that chairs and deans communicate with the faculty before making changes to the schedule.

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.

- Outstanding Faculty Awards deadline for submissions is March 1, 2022.
- Active Search Committees
  - Presidential Search Committee has received 80 applicants
  - Dean Search for BEACAHMPS has been extended to a national search.
- How do we show value-added to our teaching modalities post pandemic?
- Be aware of increased attempts at phishing and cyber-attacks.
- Mental Health resources provided

Committee Reports

- Collegewide Curriculum Committee (CCC) Report was shared by Vedham Karpakakunjaram. As a result of a long-term pilot study of ELAI in several discipline courses (e.g., BIOL, MATH, CHEM) the following recommendations were made: BSAD 101 – Introduction to Business would like to add ELAI 990 as a pre- or co-requisite. A minimum grade of C or better in ELAI 990 or appropriate score on the English assessment level. Vedham reported the the ARTs AA degree came to a change. National Association of Arts and Sciences prefers just the Arts program. Minor change in the title of the Arts program degree. BOT approved.
- General Education Standing Committee Report – per Michelle Prendergast they only held a working meeting last week.
- Academic Regulations (AR) Committee Report was shared by Norma Winffel. The committee is updating language in AR 4.9 for when a student repeats a course. AR 2.4 pertains to general education requirements and course substitutions. One of the main changes was to combine 2.4.D and 2.4.E., which concern course substitutions for students with disabilities and those for students without disabilities. These changes have been approved by GESC and cleared through Sue Haddad, Chair for DSS.

Campus Reports

- Germantown Faculty Senate – Terri Maradei reported no new updates due to rescheduling.
- Rockville Faculty Senate – Anestine LaFond reported a good turnout for Dr. Clevette Ridguard's presentation on Governance.
- TPSS – tabled; the TPSS faculty senate has not been reconvened.

Academic Master Plan*

Presentation by Dr. Sanjay Rai, SVPAA

Dr. Rai reviewed the variables that led to the development of the 2016 – 2021 Academic Master Plan (AMP). He reported the successful outcomes of the College's 6 Priorities: Increase Graduation, Increase Transfer, Decrease Time, Decrease Cost, Align with business and industry, Align with 4 year and K – 12 partners. Dr. Rai shared some goals for the future, including 1500 full-time students in the virtual middle college. He asked us to think about what is needed in a post-COVID world to create value added degree programs. He announced that instead of a new AMP, the College has developed a Strategic Master Plan which includes both Student Affairs and Academic Affairs.

Strategic Workforce Planning (SWP) Project
Discussion led by Krista Leitch-Walker, VP HRSTM and Chris Nickson, Segal Team
Krista reminded us that before the pandemic, the SWP group joined a Faculty Council meeting in December of 2020. As part of their ongoing commitment, they will provide updates and get feedback from the Faculty Council and our constituents. The preliminary report was shared May 2021 via a webinar on the HRSTM website. The SWP project was paused over the summer to allow the College to prioritize the leadership transition.

Chris Nickson and Jennifer Donnelly met with many employees in one-on-one interviews to determine what resources we needed to enhance competencies and increase skills for the future. The same question is asked again to the Faculty Council and guests. Below are the replies of Faculty Council members and guests:
- Professional development needed to increase skills to teach and work remotely.
- Technical training to enhance teach and work remotely.
  - Standardize the use of office 365, the One Drive, Forms, Teams, and MyMC
  - Utilize one version of Adobe, eliminate confusion.
  - Identify who is responsible for technical training at MC (e.g., Elite, IT)
- Streamline processes
- Teaching / Learning support systems like Blackboard should be streamlined. Many faculty use multiple modalities and the students must learn and adapt to many formats. This includes OERs and Z courses.
- Training in pedagogy while using hyflex, F2F, SRT, DL all at the same time.
- Support for faculty who are teaching an increased number of younger (< 18 yrs) students in early and middle college.
- Support for faculty who are teaching an increased number of students with disabilities.
- Full- and part-time faculty report increased burnout; "spread too thin."

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

Meeting adjourned at 1:57 pm
Respectfully submitted by
Melissa Sprague, Faculty Council Secretary