

MONTGOMERY COLLEGE GOVERNANCE
Faculty Council
October 05, 2023

Attendees

- **Members present:** Anestine Theophile-LaFond, Alla Webb, Carole Wolin, Thomas Chen, Kimberly Driver, Linda Robinson, Harry Singleton, Carolyn Terry, Brenda Knopp, Diego Hernandez, Dana Baker, Brandon Wallace , Teri Hurst, Stephanie Landon, Miriam Zemen
- **Proxies present:** Antonio del Castillo for Kateema Lee
- **Constituents present:** n/a
- **Invited guests:** Dr Jermaine F. Williams, Paul Miller, Nadine Porter
- **Council Liaison:** Terry, Carolyn
- **Governance Director:** Ridguard, Clevette

Call to Order

The regular meeting was called to order at 12:00 pm by Anestine Theophile-LaFond, co-chair. There was a quorum to conduct governance business.

Approval of the Agenda / Minutes

The agenda for today's meeting was approved as written. Minutes from September 21, 2023 were accepted with corrections. This meeting was recorded for internal use only.

Constituent Concerns

At this time, guests were invited to speak.

- Dana Baker shared one concern brought by a faculty member:

There is one concern from a faculty that will be sent to the Employee Services Council and was also asked during the Town Hall : what is the College's plan on looking at parental leave beyond what FMLA will provide. It is sent to the Employee Services Council.

- Valerie Lantz:

A concern I've heard is that due to low enrollment at GT and TPSS campuses, students will have trouble making their schedule at the closest campus. I've looked at student's enrollment and noticed there are a large number of students taking courses at multiple MC campuses. I'm concerned about all the construction at TPSS and opening a new building at TPSS. Will there be an adjustment to increase the balance of sciences classes between campuses to better benefit our students?

Chair's Report :

The council co-chairs, Anestine Theophile-LaFond and Brenda Knopp, shared a PowerPoint* for their report. The report included a new released date for 2024-2025 FAFSA - 12/23/2023, College updates, reminders about upcoming events, and initiatives.

Guest: Dr. Jermaine Williams thanked the Council members for their service and support. He expressed his appreciation to all that faculty do. He shared with the Council members about the

three grants that were just awarded by NSF with a total of 3.2 million dollars. He discussed the importance of the experiential learning, importance of students not only learn in classroom, but also understand how they can apply what they learned not only individually, but to the public community. He also stated that we are all critical components in implementing the MC mission and strategic plan.

Campus Reports

- Germantown Faculty Senate – tabled; the Germantown faculty senate has not been reconvened
- Rockville Faculty Senate – co-chair Stephanie Landon
Group convened in September. In our September meeting the group discussed constituent concerns and plan for the future meetings:
 - They asked if MC collects an information on the students' preferences on the modality (REMOTE, fully online, in-person).
 - Who can be contacted regarding accessibility questions? Previous point of contact left college. The group was going to investigate who would be an accessibility MC point of contact.
 - Would like to have a page for all the contacts for different technical challenges beyond IT contacts.
- TPSS – tabled; the TPSS faculty senate has not been reconvened.

Committee Reports * See Supporting Documents for full reports

- College-wide Curriculum Committee (CCC): Harry Singleton
 - CCC is adding CE designator (credit by exam) to 25 courses which are part of the Career and Technical Education agreements with MCPS.
- General Education Standing Committee (GEC): Kimberly Driver
 - Meeting minutes were provided and available on the Gen Ed committee web site
 - Group is discussing if new platform for e-portfolio should be considered or keep a current platform, which is WordPress.
 - Committee is in need of the math representative.
- Academic Regulations Committee (Regs) : Diego Hernandez
 - Continue working on a new 9.2 regulation of an Academic Appeals committee. It includes who is on the committee and how the committee operates.
 - Committee has a vacancy for “Dean” .

Guest:

- Carolyn Terry
 - Carolyn Terry provided the Scheduling Committee updates. All committee members were asked to come back to their respective groups and discuss setting benchmarks and data points to measure the effectiveness of the scheduling.

The scheduling guidelines were set with the students in mind. Students should not get courses cancelled prior to the beginning of the course.

The students were surveyed regarding the course modality.

Faculty council has two members who are part of the scheduling committee. They can bring faculty council questions to the committee. Also, if faculty have questions regarding the schedule, they should ask their dean and chairs.

- Carolyn Terry discussed the Academic year 2024-2025 Calendar
 - We have multiple constraints. Christmas is on Wednesday. College President needs to make a decision if college will have Monday and Tuesday prior to Christmas as holidays, or January 2 and January 3.
 - The academic year can have no less than 190 days. If 190 is exceeded there are financial ramifications for the college.
 - If the fall semester first day is after the Labor Day, the fall and the spring semester will have the same number of weeks.
 - Winter session will have 5 weeks.
 - October 22 is an advising day and we will have two 7 weeks sessions.
 - Spring semester is very typical. Spring break March 17-23.
 - Calendar approval process: needs to be approved by the committee, gets posted in inside MC for commentary and will be sent to the Cabinet and Dr. Williams for approval. It will have official approval by early December.
 - The two most important things to do to help faculty : for payroll to provide a pay schedule early and/or give an option to switch to 12 months.

Dana Baker: we need to make sure somebody from payroll will give the pay dates ahead of time so faculty can plan accordingly.

- **Paul Miller and Nadine Porter - Blackboard Data Analytics**
 - Discussed the launch of the three-part Blackboard analytics series for faculty which is intended to optimize the learning environment to introduce a data informed and data decision making cycle to identify and build on faculty competencies and strategies to enhance student relationship building,
 - First session is on October 18. First session will be on zoom.

Council Business

Anestine Theophile-LaFond

- Reported that AI Guidelines were circulated to all councils .
- Opened discussion to identify the Faculty Council 2023-2024 goals. Two potential goals were presented
 - MC Votes (Proposed by Brandon Wallace)
 - Civility Committee (Proposed by Brandon Wallace)
- **MC VOTES/Civility Award workgroup** : Anestine Theophile-LaFond, Brandon Wallace, Linda Robinson, Teri Hurst

**Any presentations or supporting documents shared at this meeting will be available on the Faculty Council AY 2023-2024 Teams site.*

Meeting adjourned at 1:40 pm

Respectfully submitted by

Alla Webb, Faculty Council Secretary