

# MC GOVERNANCE

Montgomery College  
College wide Faculty Campus  
Council Meeting #4 Minutes  
Thursday, November 1, 2018  
12:45 – 2:45 PM  
SC 152

## Attendees

*Members Present:* Daniel Santore, Shweta Sen, Erin Marcinek Katie Mount, Keith Martin, Tammy Peery, Sharon Piper, Alice Wang, Anthony Solano, Alan Stover, Christina Cocozzella, Michael LeBlanc, Tendai Johnson, Comfort Mingot, Erica Hepworth

*Members Absent:* Jona Colson, Joe Thompson

*Guests:* Sharon Bland

*Liaison:* Brad Pabian

## Call to Order, Review agenda

Daniel called the meeting to order at 12:52pm. The agenda was approved as written. This meeting was recorded for internal use.

## Open Comment Time

A concern about the Montgomery College Outstanding Faculty Award (MCOFA) award came about due to nominators being allowed to serve on the award committee, which raises questions about the impartiality of the committee.

## Approval of Minutes

The minutes were approved as amended.

## Council Recommendation on EAP Funds for Association Memberships

The Faculty Council proposes that P&P: 35001 Section XVII A.2.d.6-Benefits/EAP/Eligibility be changed to say, “Eligible expenses also include one (1) or more individual membership(s) in a professional organization. Professional is defined as relating to the profession” and requests that Dan and Shweta send the proposal to Kevin Long as well as post it in the open comments space

on the P&P website. Tammy motioned to approve this statement as presented. The motion was seconded and the vote to approve was unanimous.

### **Presenter- Sharon Bland (Equity and Inclusion)**

Sharon Bland gave a brief progress report on the implementation of the Code of Ethics. Her office continues to hold outreach sessions with the College community and with student groups in particular. The committee suggests that more opportunities for faculty be included. In particular, Bland shared proposed language about ethics and civility best practices that will be posted on internal electronic screens throughout the College. Council members provided several suggestions, including breaking the suggested list into individual slides, illustrating them with famous quotes, providing them in multiple languages, and softening the language to be less directive. Bland was invited to come back to a future Council meeting to further discuss ethics and civility issues.

### **Chairs Report/Discussion of Advising**

Dan and Shweta met with Dr. Rai, and they discussed concerns about instructional faculty advising. They noted that Dr. Rai shared that The 2013 MD assembly CCRCCA senate bill 740 originates the idea that instructional faculty must help students create degree plans. The Council discussed other general concerns about faculty advising, including instructional faculty's need for training to effectively advise students on transfer issues, expanding the use of Starfish, and the role and representation of the new version of the Advising Review Committee (ARC). Current faculty representatives to this committee include Katie Mount and Nawal Benmouna.

### **Committee Reports/Updates:**

- The Faculty Council committee reports were presented and accepted.
- Campus Senate: Michael LeBlanc
  - There is discussion of whether the Senates need to share the same set of bylaws.
  - Steve Thurston of the Rockville Campus Senate has proposed rewriting the bylaws, but these changes need further discussion; not all are currently supported by the other two Campus Senates.
  - In general, Council members agreed that bylaws needed to be flexible enough to work for all Senates.

### **Announcements/Adjournment**

The meeting adjourned at 2:45 PM.

Submitted by Tammy Peery

## **Academic Regulations and Standards Committee Report Update to Faculty Council, 11/1/2018**

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*The Committee on Academic Regulations and Standards met, as scheduled, on Friday October 26, 2018. Please find the committee's continuing and new business below.*

### **Continuing Business**

- **Updating Regulation 9.63/4.4 Academic Load**
  - The committee has been waiting for the final batch of comparative data for all community colleges in the state of Maryland concerning summer, winter, fall/spring overload, and their processes for handling such requests. The committee has been waiting for only two colleges to reply to a few final questions. So far, one preliminary conclusion is that Montgomery College is well within the norm in terms of amount of maximum load allowed, compared to other Maryland community colleges.
  - The committee has decided that enough preliminary data has been collected to start a full discussion by either of the next two meetings which are November 9, 2018 and February 8, 2019.
  
- **Academic Regulations Article 3 Evaluation and Acceptance of Non-Montgomery College Credit**
  - The committee continued the process of revising Article 3 which was written by Seth Kamen. The committee decided that it was necessary for members to visit representative bodies on the campus such as campus chair meetings, faculty senates, campus counseling departments, campus enrollment services departments (registrar), and financial aid offices, and obtain feedback from the college community. The chair has requested that the committee start the process and obtain preliminary feedback by mid-February.

*Respectfully submitted by,*

*Alice Wang  
Chair, Academic Regulations and  
Standards Committee*

General Education Standing Committee  
Update to Faculty Council, November 1, 2018

**Membership:**

- The committee continues to seek a new Math foundation representative and a new Counseling faculty representative

**On-Going Business:**

- **Course Recertification:**
  - FILM 110 was approved for Gen Ed Status by Dr. Rai, completing its certification process
- **Sub-Committee Work**
  - The committee continued to work on its subcommittee projects, including meeting with representatives from DSS about the Gen Ed DSS appeal process, revising the standard Gen Ed appeal form, developing a plan for improving the Gen Ed Website, and beginning to work on Intro to Gen Ed and professional development materials.

*Respectfully submitted,*  
*Tammy Peery*  
*Co-Chair, General Education Standing Committee*

**GENERAL EDUCATION STANDING  
COMMITTEE MEMBERS  
For Academic Year 2018-19**

| Area Represented                            | Name                                   | Department/Campus                   | Voting/Resource |
|---|--|-------------------------------------|-----------------|
| English Foundation                          | Tammy Peery<br><b>(Co-Chair)</b>       | English/G                           | Voting          |
| Math Foundation                             | Vacant                                 |                                     | Voting          |
| Health Institutional Requirement            | Kimberly Yost                          | Health/R                            | Voting          |
| Communication Institutional Requirement     | Anestine Theophile-LaFond              | Communications/R                    | Voting          |
| Arts Distribution                           | Peter Zakutansky                       | Theater/R                           | Voting          |
| Humanities Distribution                     | Cinder Cooper<br><b>(Co-Chair)</b>     | English/TP/SS                       | Voting          |
| Behavioral and Social Sciences Distribution | Melissa McCeney<br><b>(Gen Ed CAP)</b> | Psychology/G                        | Voting          |
| Natural Sciences Distribution               | Jim Smith                              | Biology/G                           | Voting          |
| General Studies                             | Samantha Veneruso                      | English/G                           | Voting          |
| Career Curricula                            | Sharon Piper*                          | Nursing/TP/SS                       | Voting          |
| Counseling/Advising                         | <b>Vacant</b>                          |                                     | Voting          |
| Curriculum Committee                        | Anthony Solano                         | Counseling/Advising/<br>Germantown  | Resource        |
| ELITE                                       | Angela Lanier                          | ELITE/R                             | Resource        |
| Integrative Studies                         | Sara Ducey                             | Paul Peck Humanities<br>Institute/R | Resource        |
| Libraries                                   | Jenny Hatleberg                        | Libraries/TP/SS                     | Resource        |
| Outcomes Assessment                         | Cassandra Jones                        | College-wide<br>Assessment          | Resource        |

Updated 11/1/18

**\* These members are new to GESC.**

