

MONTGOMERY COLLEGE GOVERNANCE

Faculty Council

September 2, 2021

Attendees

- Members present: Ahmad, Kay; Baker, Dana; Bontems, Susan; Jones, Shelley; Karpakakunjaram, Vedham; Lunn, Asia, Martin, Chloe; Pointer, Jon; Prendergast, Michelle; Richards, Soyini; Solano, Anthony; Sprague, Melissa; Theophile-LaFond, Anestine; Thomas Desjardins, Ketely; Thomas, Rebecca; Turnbow, Margaret; Webb, Alla; Winffel, Norma
- Proxies present:
- Members excused: Chyatte, Jeff; Yost, Kimberly
- Invited guests: Jones, Kimberly
- Liaison: Ridguard, Clevette; Terry, Carolyn

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

Vedham Karpakakunjaram made the motion to approve today's agenda, Norma Winffel seconded the motion. Today's agenda was approved unanimously. Norma Winffel made the motion to approve the minutes as written, Jon Pointer seconded the motion. The minutes from May 6, 2021, were approved as written with two abstentions. The meeting was recorded for internal use only.

Constituent Concerns

- No constituent concerns were presented.

Chair's Report

Dana Baker informed the membership that a vice chair is needed and explained that Chloe Martin resigned from her position over the summer due to additional work constraints. Rebecca Thomas advanced from the vice chair to co-chair position. Rebecca Thomas provided an update on the ad hoc committee tasked with developing a syllabus addendum and classroom guidelines. The ad hoc committee worked over the summer to construct the "Syllabus Statement, COVID Health and Safety Guidelines" and "Classroom Guidance During COVID-19."

The council has received positive feedback from its constituents regarding these materials. Members of the ad hoc committee were recognized and thanked for their work on this committee. Rebecca Thomas reported that the council sent the names of thirteen full- and part-time faculty members nominated to serve on the Presidential Search Committee. The nominees represented all three campuses. The Board of Trustees and the Chair of the Presidential Search Committee will make the final decision about who will serve on the committee.

Committee Reports

- Collegewide Curriculum Committee Report was reported by Vedham Karpakakunjaram.
 - The committee reported one vacancy and nominated Dr. Bonita Parker to fill the vacancy. Shelley Jones made the motion to accept the nomination, Chloe Martin seconded the motion. The council voted unanimously to accept Dr. Bonita Parker as the newest member of the Collegewide Curriculum Committee.
- General Education Standing Committee Report was reported by Michelle Prendergast.
 - Michelle Prendergast reported that the committee worked on the General Education website to streamline the general education appeals process.
 - Michelle Prendergast reported that the Information Literacy rubric is in progress of collecting feedback from the Deans and Chairs regarding the rubrics.
 - The committee reported a vacancy and nominated Dr. Norberto Gomez to fill the vacancy. Rebecca Thomas made the motion to accept the nomination, Vedham Karpakakunjaram seconded the motion. The council voted unanimously to accept Dr. Norberto Gomez as the newest member of the General Education Standing Committee.
- Academic Regulations Committee Report was reported by Norma Winffel.
 - Norma Winffel submitted the committee report via email on September 2, 2021. The status of the Priorities Completion Report was attached.
 - 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.

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

- Germantown
- Rockville
- TPSS

Unfinished Business

- Faculty Service Awards ad hoc committee: Tyra Peanort is chairing the committee and will provide an update after October 15, 2021.
- Syllabus Redesign ad hoc committee: Vedham Karpakakunjaram reported that Emily Rosado has agreed to lead this work group. The work group includes representation from all three campuses, six faculty including one part-time faculty and 1 student. They are tasked with developing a syllabus template that is more inclusive; utilizing a softer tone that is student friendly. This committee hopes to have the template completed by the end of the semester.

New Business

- Vice Chair nomination: Dana Baker opened the floor to nominations. Dana shared the role and responsibilities of the vice chair. Jon Pointer was nominated by Dana Baker. Soyini Richards seconded the nomination. The council voted unanimously to accept Jon Pointer as the vice chair of the faculty council.

- Council Picture: Taken via Zoom by Alla Webb
- Goals for 2021-2022: Discussion regarding faculty council goals for AY 21-22 ensued.
 - Dana Baker shared her interest in helping all full- and part-time faculty to understand the role of governance at the College. She encouraged each member to take the message back to our faculty.
 - Staying in touch with our constituents; showing engagement & appreciation for them; invitation different constituencies (disciplines) to faculty council meetings to highlight work in their areas.
 - Faculty are often overwhelmed with emails. Instead of sending emails, Shelley Jones recommended that we send a questionnaire to full- and part-time maybe three times a semester asking them to share their feedback about concerns or recommendations for ways the College can offer support to help faculty do the work of the College.
 - Completion of current ad hoc work groups: Inclusive Syllabus Redesign, Faculty Service Awards, COVID Classroom Guidance.
 - Virtual etiquette: Zoom / collaborate ultra-etiquette should be included in our ad hoc syllabus template.
 - The co-chairs will develop goal statements from the discussion points above.

Vedham Karpakakunjaram made a motion at 1:37 pm that the meeting be adjourned. Anestine LaFond seconded the motion. The motion passed with unanimous support.

Meeting adjourned at 1:37 pm
 Respectfully submitted by
 Melissa Sprague, Faculty Council Secretary