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## MONTGOMERY COLLEGE GOVERNANCE

College Council  
February 28, 2017  
MKE 115  
2:30 p.m.–4:30 p.m.

### Attendees

- Members present: David Anthony, Amy Crowley, Maria Adams Davidson, Christian Gbewardo, Cathy Giovannetti, Linda Griffin, Nancy Lineman, Ben Nicholson, Rick Penn, Ed Riggs, Steve Taylor, Page Whittenburg, Laurie Williams, Norma Winffel
- Guests: Carolyn Terry, Tammy Peery

### Call to Order

Chair Ed Riggs called the regular meeting to order at 2:30 p.m. Rick Penn made a motion to approve the agenda. It was seconded and passed unanimously.

### Constituent Concerns

No constituents presented concerns.

### Approval of Minutes

David Anthony made a motion to approve the minutes from the January 24, 2017, meeting as written. It was seconded and passed unanimously.

Amy Crowley made a motion to approve the minutes from the February 14, 2017, meeting as written. It was seconded and passed unanimously.

### Staff Council Proposal

Council members reviewed feedback to a proposed change to the Governance Constitution to consolidate the membership categories of staff members on the Staff Council from 40 West Gude, Mannakee, and OITB into the all-inclusive category of staff members from Central Services. The change would not be effective during the current governance election cycle.

David Anthony made a motion that the College Council accept the Staff Council amendment to the Governance Constitution by revising the current membership of the Staff Council as it appears in the Governance Constitution Article I, Section B, subsection 3 Staff Council, by striking d, e, and f, and replacing them with d, "Three members from Central Services," and re-letter subsection 3 Staff Council letters g, h, and i to letters e, f, and g. The motion was seconded, discussed and passed unanimously.

### Governance Constitution Amendment

The Operational Services Council has asked the College Council to consider changing the Governance Constitution to permit the scheduling of January council meetings to be at the discretion of the council chairs. This would allow for flexibility when faculty or other constituents are not scheduled to be at the College. The proposed amendment is attached to the minutes. It will be sent to the College community for feedback and be voted on at the College Council's March 28 meeting.

### Student Council Recommendations

#### *Know Before Registering*

Christian Gbewardo asked the College Council to consider a Student Council recommendation that salient sections of a course syllabus, including composition of grades, key course requirements, timelines for completion, how much a professor uses Blackboard, and the class absence policy, be available to students prior to registering for a class. Council members discussed concerns about logistical issues that

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might make this difficult, resources that currently exist in some departments, and the need to examine alternatives to meet students' desire for more information than what is available now.

Christian Gbewardo made the following motion: The Student Council recommends that Dr. Pollard and her administration examine the feasibility of making available salient sections of course syllabus to students prior to registration. The motion was seconded, discussed, and passed by a vote of 9 in favor (Anthony, Davidson, Gbewardo, Giovanetti, Griffin, Lineman, Nicholson, Williams, Winffel), 1 opposed (Penn), 2 abstentions (Crowley, Taylor).

#### *Evaluation of Faculty*

Christian Gbewardo made the following motion: The Student Council recommends that Dr. Pollard and her administration examine the feasibility of making 60 percent of the performance evaluation of faculty be based on students' feedback. The motion was seconded.

David Anthony made a motion to suspend the rules to allow Carolyn Terry to speak. The motion was seconded and passed unanimously.

Carolyn Terry explained the process by which faculty are evaluated and how student evaluations of faculty are utilized in that process. Council members suggested the Student Council meet with Deborah Preston or other deans to gain more clarity on how the evaluations are used and so students can express their concerns directly.

The motion was discussed and failed by a vote of 1 in favor (Gbewardo), 11 opposed (Anthony, Crowley, Davidson, Giovannetti, Griffin, Lineman, Nicholson, Penn, Taylor, Williams, Winffel).

#### *Nurse on Campus*

Christian Gbewardo made the following motion: The Student Council recommends that Dr. Pollard and her administration examine the feasibility of providing students with a nurse on all three campuses to attend to immediate health challenges of students. The motion was seconded, discussed, and passed by a vote of 11 in favor (Anthony, Crowley, Davidson, Gbewardo, Giovannetti, Griffin, Lineman, Nicholson, Penn, Williams, Winffel), 1 opposed (Taylor).

#### *Quiz/Exam Make-Up*

In response to situations in which professors have suggested that College policy does not permit them to be flexible when students miss class due to circumstances beyond their control, Christian Gbewardo made the following motion: The Student Council recommends that Dr. Pollard and her administration examine the feasibility of standardizing across the College a compassionate policy to enable students to take make-up quizzes/tests and exams due to extenuating circumstances including bereavement, sickness, and other issues beyond students' control. The motion was seconded, discussed, and passed by a vote of 9 in favor (Anthony, Crowley, Davidson, Gbewardo, Giovannetti, Lineman, Taylor, Williams, Winffel), 3 opposed (Griffin, Nicholson, Penn).

#### **MSCHE Self-Study Status Report**

Tammy Peery updated the council on the progress of the Middle States Self Study and reviewed the timeline, including a series of listening tours to solicit constructive feedback on the first draft during March and April. Chapters of the first draft are currently posted separately on the Self-Study website with links to a brief comment survey after each.

#### **Statement on Immigration**

Citing the recent affirmation of values by the Board of Trustees and a statement by Trustee Levey that the College should position itself as a source of accurate and up-to-date information for students, Rick Penn made the following motion: The Montgomery College Faculty Council proposes that the College Council

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request that the administration of the College establish mechanisms for providing appropriate information and referrals to members of our community affected by executive actions on immigration, including identifying points of contact on all campuses through which such information can be obtained. The motion was seconded, discussed, and passed unanimously.

#### **Tool for Populating College Committees**

The College Council accepted a form to be used by individuals who come to governance to request volunteers to serve on committees or other groups. The form will be placed on the governance website.

Cathy Giovannetti made a motion to extend the meeting. It was seconded and passed unanimously.

#### **College Council Parliamentarian**

The council discussed the need for understanding the Governance Constitution and Robert's Rules of Order on the part of every council member, as well as the importance of consistency and observing better meeting decorum. Instead of an outside parliamentarian, it was suggested that a College Council member could volunteer to serve as a parliamentarian. David Anthony volunteered to serve for the rest of the current College Council term.

#### **Announcements & Council Member Concerns and Input**

Ed Riggs encouraged Christian Gbewordo to contact Deborah Preston for information about the faculty evaluation process.

Amy Crowley has asked the College Council to consider amending the Governance Constitution to require members who serve as College Council chair, after completing two consecutive terms on a governance council, to take a break in service of one year from governance. The proposed amendment is attached to the minutes.

Page Whittenburg made a motion to adjourn at 4:43 p.m. It was seconded and passed unanimously.

Meeting adjourned at 4:43 p.m.

Cathy Giovannetti  
College Council Secretary