# MC GOVERNANCE

**Montgomery College**
**College Council Meeting #11 Minutes**
Tuesday, March 24, 2020
1:00 – 2:30 PM
Zoom Meeting

**Attendees**

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|---|---|
| *Members Presents*: | Tracey Smith-Bryant (Chair), Shakenna Adams-Gormley (Vice-chair), Christine Tracey (Secretary), Ernest Cartledge, Kimberly Jones, Ed Riggs, Joe Marshall, Colleen Dolak, David Torain, Caleb Schauer, Janee McFadden |
| *Absent Members:* | Timothy Kirkner, Paul Jenkins, Michael Leblanc |
| *Proxy:* | |
| *Guests:* | Dr. Kimberly Kelley, Dr. Sanjay Rai, Sharon Bland, Donna Schena, David Sears, Yvette Taylor, Kymani Brown, Carolyn Terry, Erin Marcinek |
| *Liaison:* | Dr. Clevette Ridguard |

## Call to Order
Chair Tracey Smith-Bryant called the meeting to order at 1:00pm. The meeting was recorded for internal use.
- The Chair modified Roberts Rules of Order for the meeting.

## Constituent Concerns
- Student Council brought forth a concern from students regarding classes that can't be taken online.
  - Students don't have the resources to be able to continue on with these classes and keep up their grades.
  - Suggestion for the implementation of a pass/fail system
    - Dr. Rai expressed that the issue with pass/fail system is that many four-year universities are currently not taking pass/fail grade from community colleges.
      - Until there is a clear direction to ensuring that students aren't negatively impacted, the College will not go in that direction.
    - A council member mentioned that a MC student started a campaign to pass/fail option in place.
      - Student Senate didn't want to get behind this without understanding how pass/fail system works and its impact on students.
  - If Student Council wants to continue this conversation at a later time, please contact Chair Tracey Smith-Bryant, College Council chair and Dr. Clevette Ridguard, Governance Director.

## Approval of Agenda and Minutes
The agenda was approved as written. The minutes for March 10, 2020 meeting was approved as written.
- The chair will yield her report time to the presenters.

**Recommendation 19-05 Credit and Non-credit Student Inclusion**
- Recommended priorities by the Taskforce
  - First Priority
    - Revise Policies and Procedures to include specific definition and wording clearly addressing WDCE students.
    - Expand availability of WDCE and other College staff (e.g., Welcome Centers* staff) to offer information and training on WDCE programming and services at the campus locations.
  - Second Priority
    - Educate College community on Workforce Development offerings and programs.
  - Third Priority
    - Conduct activities to gather additional information on the inclusion or participation of noncredit students in Montgomery College activities, and students' general knowledge of and access to College services.
  - Fourth Priority
    - Educate Workforce Development students on offerings and programs they can participate in as Montgomery College students.
- Question – Are we recommending that WDCE students participate in activities but not pay a fee, or are they going to be paying the same fee that the credited students are paying to participate in the same activity?
  - The specificities are not detailed out in the recommendations, but that would have to be decided through change in Policy and Procedures, and the change in the priority of which of the priorities will be worked on first.
    - There is room for further discussion at a later time.
- As College Council – acceptance of the priorities or reorder priorities?
  - Vote – unanimous acceptance

**Guided Pathways Presentation**
Dr. Kimberly Kelley, Vice President and Provost of Rockville Campus, and Ed Riggs, Professor
- Guided Pathways – Fields of Study
  - What are "Guided Pathways"?
    - Structured Onboarding
    - Academic Mapping
    - Proactive Academic and Career Advising
    - Early Alert Systems
    - Instructional Support and Co-curricular Activities
  - Why Guided Pathways?
    - Good job transferring students
    - Pressures to improve graduation performance
    - College students take too many credits and too long to finish.
    - Simplify course selection
    - Reduce lost credits
    - Preserve flexibility
  - Guided Pathways and MC Planning
    - MC's Strategic Plan 2025
    - Goal 1: Empower students to Start Smart and Succeed
    - Academic Master Plan

- Contrasted with the cafeteria-style self-service model that expected students to choose among disconnected courses and support services.
  - o Guided Pathways Essential Practices
    - Clarify paths to student end goals
      - Meta-majors mean literally nothing to students
        - o Now called Fields of Study at the college
    - Two initiative – scheduling and counseling/advising
      - Raptor Central – part of Guided Pathway activity
      - Need to do foundational work
    - Helping student get on the path and stay on the path
      - Tracking progress
      - Students will know exactly how they're learning, what they are learning, and the benefit of what they're learning
  - o Ultimate goal – transfer, completion, and no loss of credit or time towards a degree
  - o Why Fields of Study?
    - Students getting out of MC with too many credits – too long to complete and costing them too much money
    - Geared towards onboarding of first time college students
      - Not sure what specific programs meets their needs
  - o What are Fields of Study?
    - Path to keep students on track from beginning of their academic career.
    - Facilitate transfer to a four-year institution.
    - Students will have flexibility to select from multiple programs of study without loss of credits or time-to-degree.
    - Advise students into a field that is aligned with their interests.
  - o Status on Fields of Study
    - Other colleges have been doing this for a while with high rates of success
    - Redefining meta-majors
    - Gather feedback and identify preferred model
  - o Preferred model
    - 7 Fields of Study at MC
      - Business
      - Science, Technology, Engineering, & Math (STEM)
      - Education and Social Services
      - Humanities, Arts, and Communication
      - Trade and Industry
      - Health Sciences
      - General Studies
    - If incoming student selects a field of study, they can take a group of courses that will work with any of those programs with that field.
  - o FOS: General Education Courses Initiative
    - Help onboard and retain students
    - Provides structure for students
    - Only Gen Ed courses recommended for first semester – not wasting time
    - Students aren't so regimented in their choices

- - - Benefits of providing Gen Ed options
      - Reduce loss of credit
      - Tailor Gen Ed courses to ensue targeted learning
      - Opportunity to explore different programs with an FOS
      - Increase student understanding of the field and the relationship of programs within the field
  - Looked at other colleges and tried to model in a similar manner
  - Question – What have been imposed for math majors?
    - It's in the fields of study for STEM.
    - Dr. Kelley expressed that the complete math redesign has been very effective, and it's done collaboratively with FOS.
      - The issue is addressed, refined, and improved.
    - Will send a copy of the proposed changes to David Torain as soon as it's ready
    - Dr. Rai expressed that the conversation have been at the College for the last 4-5 years.
  - Fields of Study Timeline
    - Fall 2020 – Implement GE recommended courses for each FOS
- If there are any additional questions, please direct privately to Dr. Kelley and Ed Riggs.

## Office of Academic Affairs
Dr. Sanjay Rai, Senior Vice President for Academic Affairs
- Academic Masterplan
  - Guided Pathways is one of the objectives.
    - One of the most challenging things for community colleges to adopt.
  - Community colleges became a cafeteria model – needs to be changed
  - Academic reorganization – necessary step to take
  - There used to be a lot of instability at the College.
    - Lots of innovation at other colleges so we need to catch up.
  - Students taking random classes and graduating with a lot of credits
    - Need to address issue
  - New academic structure
    - Each vice president responsible for certain academic areas
    - Deans need to have expertise in their areas
  - Look at 6 things to determine whether the structure is working
    - Increasing graduation rate
    - Increasing transfer rate
    - Increasing the kinds of degrees
    - Increasing the cost for degrees
    - Increasing relationship with MCPS and 4-year schools
    - Increasing relations with businesses and industries
  - Need to understand that this is the academic master plan of MC, and not just Academic Affairs
  - Looking for alternative placement methods
  - Partnership with MCPS – Dual enrollment
  - Strong partnership with certain businesses and industries
- COVID-19
  - Good transition to online instructions

- Part-time Faculty Institute – part of academic planning
  - Question – Could we have some part-time faculty to do some recitation class to help increase success rate in upper level math courses?
    - Great idea but there are two challenges at MC
      - No teaching assistants
      - Union contracts
    - A council member expressed that there is a need to be innovative.
      - Have talents faculty – need to use them to our advantage and not disadvantage
      - Dr. Rai expressed that this is a conversation for a later time.

## Office of Equity and Inclusion
Sharon Bland, Chief Equity and Inclusion Officer
- Roadmap to Student Success
  - Whole document will be published later
  - PACEI – started a few years ago and broke into sub committees to conduct work
  - Established a subcommittee for best practices – variety of colleges and universities were consulted
  - What would push our College to be more equitable and inclusive?
    - Ideals Framework
  - 5 goals of PACEI and the Cycle of Change
  - 8 different subcommittees
    - Each committee had initiative vision and quite a few objectives
  - Question – Could you unpack the restorative justice?
    - When people express their complaint, there's a gray area – not being treated fairly but can't pinpoint it
    - More construct around bringing people together that may have a conflict
    - The chair suggested that there needs to be an algorithm developed for the criteria needed in order to pursue. Some people aren't aware of biases.
      - A council member expressed crucial conversations are needed at times, but people aren't willing to have these conversations.
- Roadmap is a draft and guideline – looking forward to further conversation for improvement

## Governance Information
Dr. Clevette Ridguard, Governance Director
- Nomination completed – acceptance or decline period (ends 3/25 at 11:59pm)
  - Over 1,870 nominees
- Election: 3/30 – 4/10
- Councils are expected to continue holding meetings for the rest of the semester
  - Chairs should set up and host the meetings via Zoom
  - For more information about working from home and setting up Zoom: https://www.montgomerycollege.edu/coronavirus/
  - Reach out to Tracey or Dr. Ridguard for additional assistance
- Goals and Constituency reports are still due 5/16
  - Goals may not fully accomplished due to situation, but just annotate what has been done.
- MC Homepage – https://www.montgomerycollege.edu/alumni-friends-donors/foundation/donate.html
  - Colleen Dolak encouraged donations for students

- Follow up – the chair and Dr. Ridguard will prepare a memo for Dr. Pollard about rec 19-05
- David Torain invited Dr. Ridguard to present at April meeting (ESC)
- Janee McFadden – last Administrator Council meeting was canceled
  - Students are concerns about not being able to get back on campus to get their belongings in lockers.
  - Be in touch with deans of all areas for concerns that have not been considered
- Zoom meetings – be sure to invite liaisons, senior vice presidents, Dr. Clevette Ridguard, Tracey Smith-Bryant, Yvette Taylor, and Michelle Quach

**Announcements and Agenda Items for Next Meeting**
- Council chairs can report about what the councils are doing at next meeting.
- Voting for next College Council Chair – 4/14 meeting

**Adjourned**
The meeting was adjourned at 2:40pm.

Written by Michelle Quach / Submitted by Christine Tracey, College Council Secretary