MONTGOMERY COLLEGE

Introduction to MC's Participatory Governance

AFACCT 32nd Annual Conference

Clevette Ridguard, EdD Governance Director
Dana Baker, Professor/Counselor & Faculty Council Co-chair

January 13, 2022

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Welcome & Greetings

Today's Presenters

Clevette Ridguard, EdD
Governance Director

Dana Baker
Professor/Counselor

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Today's Presentation Objectives:

- About MC
- Governance Organizational Process
- Governance Guidelines
- Faculty Input and Involvement
- Governance Concerns and Recommendations
- Q & A

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MC *AT-AT-GLANCE*

Takoma Park
/ Silver Spring

Rockville

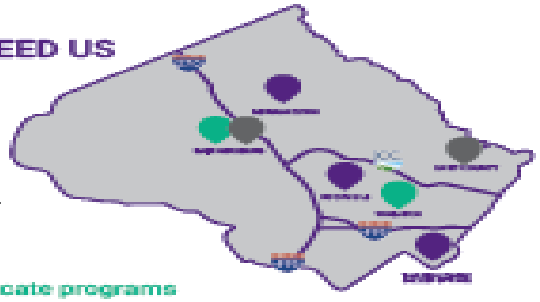
Germantown

WDCE

MONTGOMERY COLLEGE
BY THE NUMBERS

49,168
Credit and Noncredit
STUDENTS
Maryland's largest community college

WE'RE WHERE YOU NEED US
3 — Campuses
2 — Training Sites
2 — Community Engagement Centers
— Online



24%
MC students who receive Pell grants
(federal financial aid)

$27,238
Average household income for federal Pell grant recipients

48%
Montgomery County Public Schools graduates who stay in state for college attend MC

MC students who attend part time*

24
Average student age*

*credit students

140
Degree and certificate programs
From mechanics to engineers and lab bench workers to scientists: we fuel the economy

78%
Students of color
Student community reflects today's Montgomery County

160
Countries represented*

$5,322
annual tuition & fees
The most affordable higher education option for county residents

9
Faculty members named Maryland Professor of the Year
quality in classrooms

44%
New full-time students who graduate or transfer within 3 years of entering MC

OUR MISSION
We empower students to change their lives, and we enrich the life of our community. We are accountable for our results.

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About MC Participatory Governance

MONTGOMERY COLLEGE

Our Board Policy

- MC's Participatory Governance functions based on board policy established in 2010.
- The board has primary responsibility for governing MC and has authorized the President to develop procedures to implement the policy.
- "Effective governance is achieved in the spirit of **cooperation, collaboration, civility, respect, and collegiality** and involves all levels of the college including students."

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MC Participatory Governance

"Participatory governance:

- ✓is a method of ***decision-making***…policies, procedures, and practices are **recommended**…to the president and the Board
- ✓promotes **open and honest communication** among and between the constituencies that make up the College community.
- ✓***seeks to maximize agreement among constituencies*** and it provides mechanisms to assess its effectiveness."

MC Participatory Governance Constitution Preamble (Participatory Governance defined)

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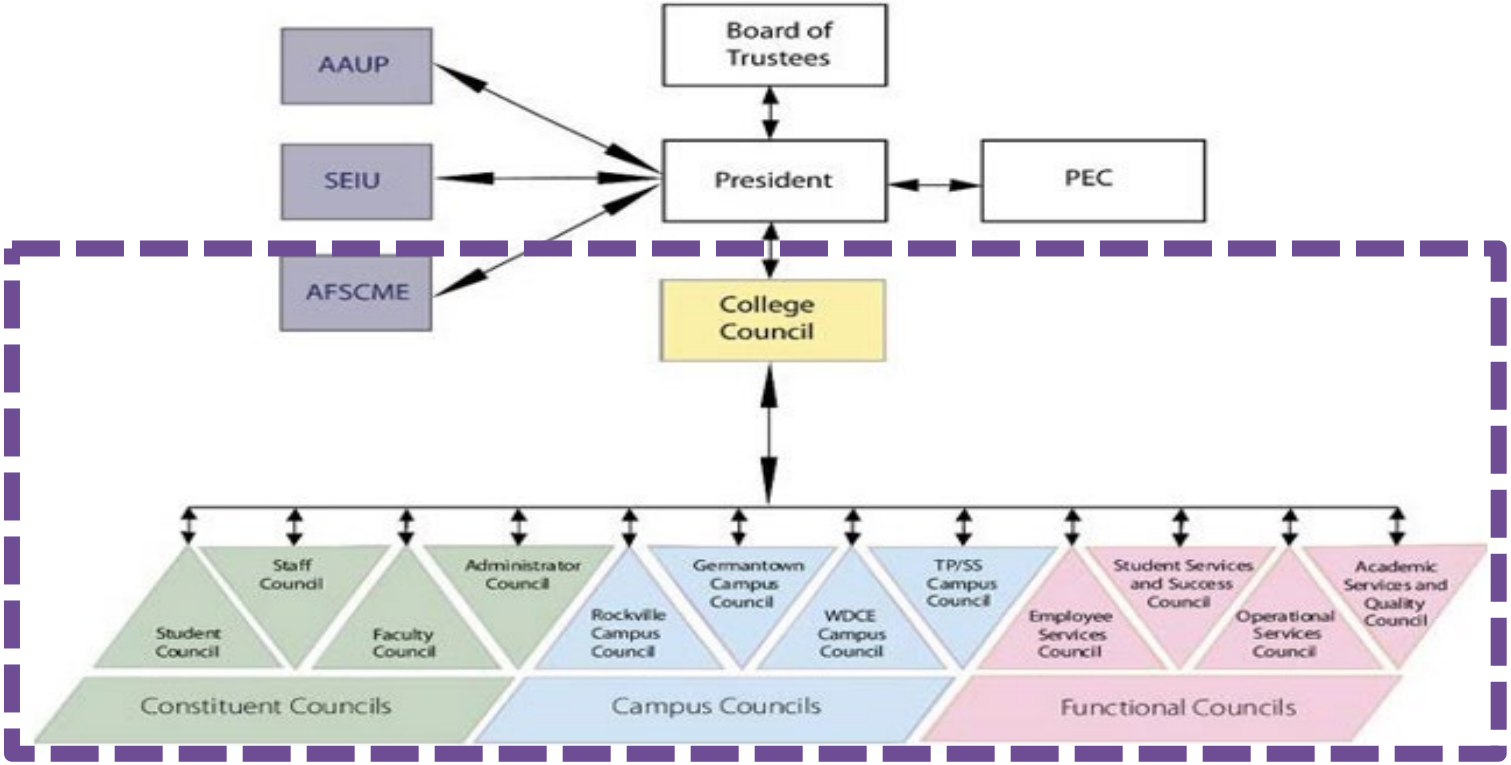
MC Governance Organization

- How have we operationalize governance at MC?
- What is our organizational structure?

College Council Chairs

MC Participatory Governance Model



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MC Participatory Governance

4 CONSTITUENCY COUNCILS

- Administrators, Faculty, Staff, and Student

4 FUNCTIONAL COUNCILS

- Academic Services, Student Services and Success, Operational Services, and Employees Services

4 CAMPUS COUNCILS

- Takoma Park/Silver Spring, Germantown, Rockville, and WDCE

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Governance Structure

#1 FUNCTIONAL COUNCILS

- Academic Services
- Operational Services
- Student Services and Success
- Employees Services

#2 CAMPUS COUNCILS

- Takoma Park/Silver Spring
- Germantown
- Rockville
- WD&CE

#3 CONSTITUENTS COUNCIL

- Administrators
- Staff
- Faculty
- Students

COLLEGE COUNCIL

- Each council has a council chair
- Consists of 12 council leaders
- 1 College Council Chair (13th members)
- Each Council has a chair, vice chair, and secretary

- *3 Types of Councils = 12 Councils +1 College Council*

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Participatory Governance Guidelines

- The constitution, handbook, and by-laws provide for the council membership and governance procedures.
- Each council has a chair, vice chair and a secretary.
- Most council members are elected to a two-year team.
    - Students are elected for a one-year term.
- Councils are populated with all positions of the College.
- Persons can self-nominate or be nominated by others.

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Governance Role

- **DO**
  - Governance councils make recommendations, provide feedback, disseminate information, and offer input.
- **DO NOT**
  - Governance councils do not implement or manage college work.
  - College procedures that involve contractual, governmental or legal requirements are approved and executed by the President with oversight by the Board of Trustees.
  - Examples include: **Collective Bargaining, Legal Rights, Federal and State Mandates.**

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Member Expectations

- ***Participate*** in the Council
- ***Communicate*** with Constituents
- ***Represent*** Constituents
- ***Complete*** the Training
- ***Provide feedback*** on Governance

About Faculty Council

We are dedicated to maintaining successful operations at Montgomery College through indoctrinating policies strengthened by college-wide inclusion.

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Faculty Council 2021-2022

- The Faculty Council charge to:
- promote teaching and scholarly excellence
- serve as a consensus-reaching forum for faculty ideas and concerns;
- facilitate and promote communication and cooperation among College faculty;
- serve as a liaison between the faculty and the College Council.
- ensure that the duties of its standing committees, including the Academic Regulations Committee and the Collegewide Curriculum Committee, are carried out appropriately.

- forward recommendations to College Council for consideration.

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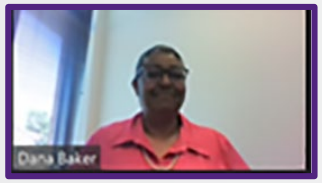
Faculty Council Leaders



Co- Chair Faculty Council: Dana Baker

Co-Chair Faculty Council: Rebecca Thomas

Faculty Council Vice Chair: Jon Pointer

Faculty Council Secretary: Melissa Sprague

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Faculty Council Membership

Over 19 members from the Faculty Community

- 2 FT Faculty (GT/RV/TKSS)
- I PT Faculty (GT/RV/TKSS)
- 1 WDCE Faculty
- 1 Department Chair (GT/RV/TKSS)
- 1 Faculty Senator ((GT/RV/TKSS)
- 1 Academic Regulations Committee member
- 1 Collegewide Curriculum Committee member
- 1 General Education Committee member

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Faculty Council

- Why participatory governance works for faculty?
- **Information Sharing**
  - Listens and records Constituency Concerns
  - Input from others Faculty Members
  - Input from Faculty Campus Senates
  - Attendance at Academic Leadership Meetings
  - Engagement with College leadership for input into decision-making

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Faculty Council Agenda Sample I

Faculty Council Agenda Sample I

MONTGOMERY COLLEGE
Governance

Faculty Council
Zoom
September 16, 2021
12:00 pm

OUTCOMES
By the end of this meeting, we will have:

- an update from Return to Campus Advisory Team (RTCAT)
- discussed the need to continue the ad hoc committee on COVID
- heard reports from standing committees
- learned more about Public Health and Environmental Safety at MC

PURPOSE KEY: (R)=RECOMMMEND ACTION, (D)=DISCUSS FOR FUTURE ACTION, (I)=INFORMATION, (O) = OTHER

AGENDA

Start	Ref	Topic	Lead Person	Time	Purpose
12:00	1	**Call to Order**	Rebecca Thomas and Dana Baker	1 min	O
	2	**Approval of Agenda/Minutes**	Dana Baker and Rebecca Thomas	4 min	O
12:05	3	**Constituent Concerns**	Dana Baker	10 min	I
12:15	4	**Chair's Report** RTCAT Ad Hoc Committee COVID Upcoming meetings with Dr. Rai Pick the picture	Rebecca Thomas and Dana Baker	10 min	I
12:25	5	**Committee Reports**	Committee Representatives	40 min	I
1:05	6	**Public Health Forum**	Ms. Chevelle Glymph Director of Public Health and Environmental Safety	55 min	I

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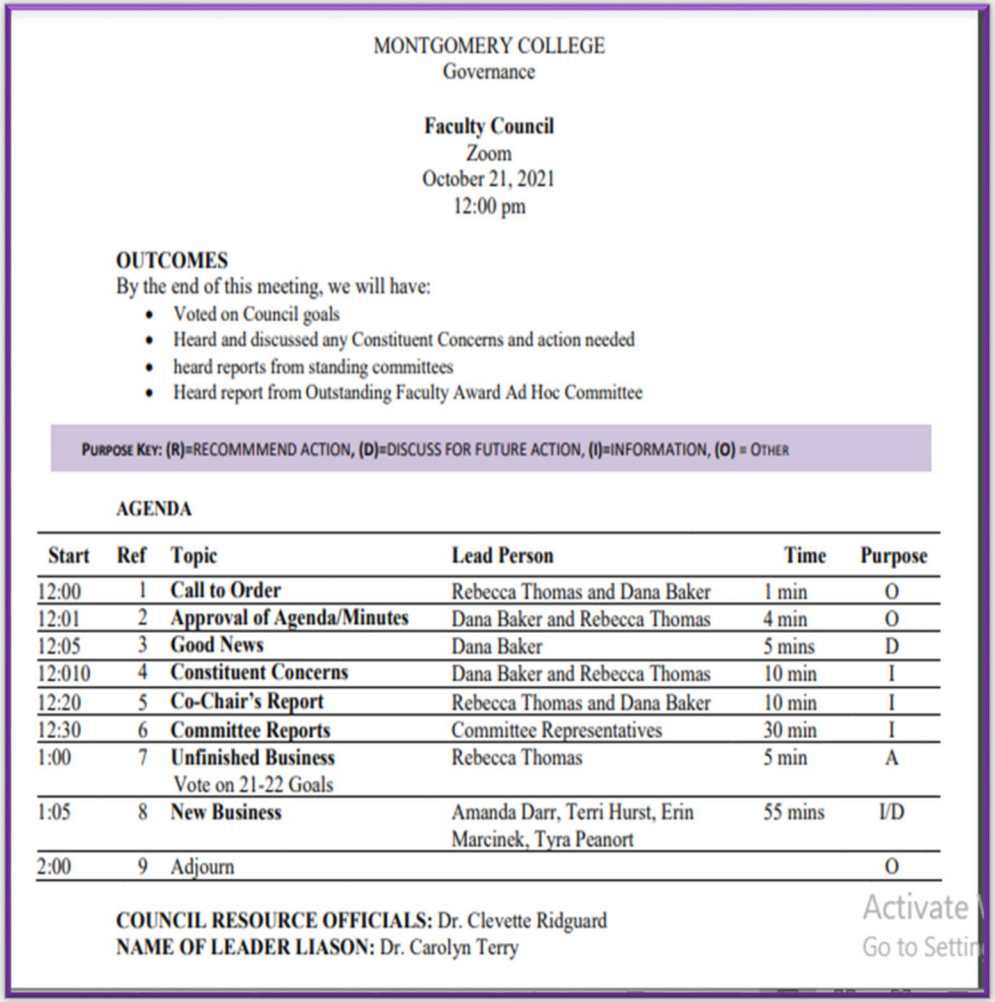
Faculty Council Agenda Sample II

Faculty Council Agenda Sample II



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Governance

Faculty Council
Zoom
October 21, 2021
12:00 pm

OUTCOMES
By the end of this meeting, we will have:

- Voted on Council goals
- Heard and discussed any Constituent Concerns and action needed
- heard reports from standing committees
- Heard report from Outstanding Faculty Award Ad Hoc Committee

PURPOSE KEY: (R)=RECOMMEND ACTION, (D)=DISCUSS FOR FUTURE ACTION, (I)=INFORMATION, (O) = OTHER

AGENDA

Start	Ref	Topic	Lead Person	Time	Purpose
12:00	1	**Call to Order**	Rebecca Thomas and Dana Baker	1 min	O
12:01	2	**Approval of Agenda/Minutes**	Dana Baker and Rebecca Thomas	4 min	O
12:05	3	**Good News**	Dana Baker	5 mins	D
12:010	4	**Constituent Concerns**	Dana Baker and Rebecca Thomas	10 min	I
12:20	5	**Co-Chair's Report**	Rebecca Thomas and Dana Baker	10 min	I
12:30	6	**Committee Reports**	Committee Representatives	30 min	I
1:00	7	**Unfinished Business** Vote on 21-22 Goals	Rebecca Thomas	5 min	A
1:05	8	**New Business**	Amanda Darr, Terri Hurst, Erin Marcinek, Tyra Peanort	55 mins	I/D
2:00	9	Adjourn			O

COUNCIL RESOURCE OFFICIALS: Dr. Clevette Ridguard
NAME OF LEADER LIASON: Dr. Carolyn Terry

Activate
Go to Setti

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Creating a Culture of Engagement

- ***With the Board of Trustees***
  - Conversation with Constituency Councils
- ***With the President***
  - Attends College Council Meetings
  - Invited to attend various council meetings
- ***With Senior Leadership***
  - Each senior leader serves as liaison to various council
  - Governance representation invited to leadership meetings

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Pathways to a Recommendation

- How do/can constituents use governance?
- An issue needs attention (constituent concern)
- I (we) have a great idea (advocate for a solution)
- How can College leaders utilize governance participation to support decision-making?
- Do you want to inform or engage stakeholders?
- If you want to engage, what level of participation are you willing to accept?

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Concerns to Recommendations

CONSTITUENCY CONCERNS

1. Concern presented to Council
2. Council addresses concern
3. Concern is tracked annually
4. Concern is resolved
5. Information/Referral provided or Concern develops into formal recommendation

RECOMMENDATIONS

1. Approved by individual council
2. Approved by College Council
3. Presented to the President
4. Decision Made
5. Decision is monitored and tracked until implementation is complete

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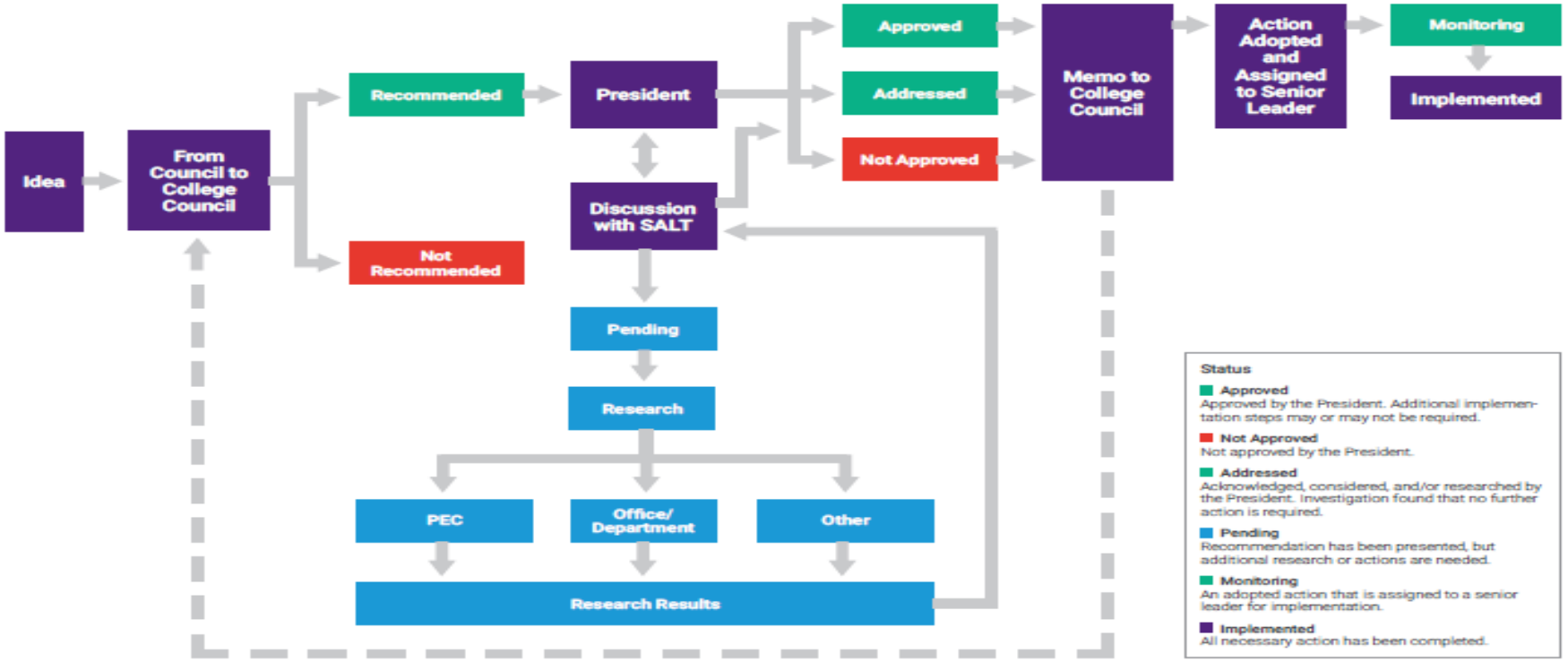
Governance Recommendations Workflow



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Recommendation Results

Governance Constitutional change to increase PT Faculty to 2 positions on each Functional Councils.
Increase the MC Shuttle ridership capacity.
Provide feminine hygiene products available on all MC campuses.
Extend MC library hours during finals week.
Waive application fees for non-credit students moving to credit courses.
Update College telework processes.
Provide free flu vaccines available to students on all campuses.
Review of Assessment Center
Provide Tuition Benefit Wavier for Dependent Children
Student Recordings and Required Use of Cameras and Microphones

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Governance Resources

- **Governance Website**
  - https://www.montgomerycollege.edu/about-mc/governance/index.html
- **Community Blackboard Site**
- **Points of Contact:**
  - Clevette.Ridguard@montgomerycollege.edu
  - Dana.baker@montgomerycollege.edu

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Thank You!