

**MINUTES OF THE COLLEGE ASSEMBLY MEETING
FEBRUARY 5, 2004**

MEMBERS PRESENT

DEANS: D. Lemcoe, R. Luke

DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:

M. DeLucia, J. Lyons, C. Pam, J. Shindelman

FACULTY: X. Balabkins, G. Bedoya, S. Biswas, K. Costanzo, E. Dikun, J. Ramirez, S. Rowley, J. Saborido, M. Sackrowitz, N. Schatz, B. Simon, J. Spector

STUDENTS: L. Baltazar, W. Egbert, E. Figueiredo, M. Greenstein, D. Leon, M. Malat, H. Mendoza, S. Nyantekyi, R. Parmar

SUPPORT STAFF: K. Hogue, D. Holovacko, G. Ippolito, M. Pent

TASK FORCE CHAIRS:

Academic Standards:	M. Sackrowitz
Accessibility for Persons with Disabilities:	L. Somers*
Bylaws:	J. Spector
Campus Diversity:	L. Ghiradella*
Curriculum:	J. Liefert*
Educational Resources:	L. Ostar*
Student Life and Community Concerns:	T. Peterson

GUESTS: N. Bailey, J. Gutowski, A. Picardo, M. Laskowski-Sachnoff, S. Zale

PARLIAMENTARIAN: F. Hertrich for J. Kruszewski*

MEMBERS ABSENT

DEANS: M. Conners*, R. Goldfarb*, G. Kehrer*, J. Lewis*

DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS: J. Herrling, J. Kruszewski*, L. Lederer

FACULTY: D. Brower*, C. Dolan*, P. Honey, M. Lopez*, G. Vastola

STUDENTS: M. Alvelo, D. Chivukula*, M. Ramulu*, G. Tinio

SUPPORT STAFF: S. Waxmundsky

*Excused

Meeting of the College Assembly – February 5, 2004

With a quorum present, Dr. Margarete Driver called the February regular meeting of the College Assembly to order on Thursday, February 5, 2004 at 2:10 p.m. in the Rose M. Channing Danzis Amphitheater, L'Hommedieu Hall.

APPROVAL OF MINUTES

Motion to approve minutes:

Mov: X. Balabkins Sec: N. Schatz

Minutes are accepted as presented.

REPORTS OF THE STANDING TASK FORCES

A. Academic Standards – Dr. Marian Sackrowitz, Chair

1. Recommendation:

The members of the Academic Standards Task Force have studied Charge #3 which reads:

Determine if the policy on Accuplacer testing is warranted for students with official evaluation of a foreign degree that is equivalent to a U.S. bachelor degree (or above).

The Task Force recommends that a student whose foreign degree has been equated to a U.S. Bachelor's degree by the World Education Services (WES) should be exempt from taking the Accuplacer test. Furthermore, it is recommended that students in this category be allowed to submit a TOEFL score that can be used in lieu of ESL placement testing. The cut off scores and testing sites will be determined by the ESL Department.

Rationale:

Members of the Task Force consulted with the Foreign Student Advisor and the Chairperson of the ESL department. They also reviewed the requirements and published materials for international students at most public New Jersey institutions, including Rutgers University. Other institutions in the state do not require international students with a validated U. S. bachelor's degree equivalent to take the Accuplacer test. Many international students come to Middlesex either to improve their English or to take specific courses for specific purposes. The Accuplacer test should not be necessary for these students since they have already demonstrated the ability to succeed at college level work. Requiring this test discourages many students from attending our institution.

The Task Force also recommends that students with a U. S. bachelor's equivalent be permitted to substitute a TOEFL score, which is accepted at practically all American colleges and universities, for the ESL placement test. The ESL department will determine the appropriate passing grade for these students.

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Motion to accept recommendation:

Mov: N. Schatz Sec: B. Simon

Motion to amend the Recommendation to read:

“The Task Force recommends that a student whose foreign degree has been equated to a U.S. Bachelor's degree by a certified evaluation service should be exempt from taking the Accuplacer test.” Furthermore, it is recommended that students in this category be allowed to submit a TOEFL score that can be used in lieu of ESL placement testing. The cut off scores and testing sites will be determined by the ESL Department.

Mov: D. Lemcoe Sec: R. Luke

With no further discussion and no objection to the motion, the motion was unanimously adopted.

2. Recommendation:

The members of the Academic Standards Task Force have studied Charges #10 and #11 which reads:

Determine the adequacy of all published policies (e. g. MCC catalog) affecting foreign students on required documentation, responsibilities of the students and the College, especially in light of the Patriot Act.

Determine the adequacy of all published policies (e. g. MCC catalog) affecting ESL students as to academic advising, withdrawal from courses, the ESL Test, sequencing of ESL courses and other courses.

The Task Force recommends that the College's published material for International and ESL students be supplemented. The committee recommends that an International and ESL information packet be drafted cooperatively by all appropriate departments. This information should also be posted on the College's web site.

Rationale:

Members of the Task Force reviewed and compared Middlesex's published material for International Students and ESL students with that of other colleges. It was found that it could be expanded and consolidated. This issue was discussed with the ESL Department Chair, the Registrar, the Director of Admissions and the Counselor for International Students. They all concurred that there was a need to revise and supplement existing information.

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Motion to accept recommendation:

Mov: M. Greenstein Sec: B. Simon

With no discussion and no objection to the motion, the motion was unanimously adopted.

3. Recommendation:

The members of the Academic Standards Task Force have studied Charge #12 which reads:

Determine the advisability of eliminating the requirement of transcripts for admission to Middlesex County College except for financial aid and placement purposes.

The Task Force recommends retaining the current policy of requiring students to submit transcripts.

Rationale:

The committee gathered data from the 18 other community colleges in New Jersey and determined that 15 of the 18 require transcripts. Our current policy is consistent with that of most of the other community colleges in the state and high school transcripts are valuable for placement, particularly in the sciences. Therefore, the Task Force recommends that our current transcript requirement be retained.

Additionally, in connection with charge #12, the committee researched the policies of the other community colleges regarding admission to college level science for those students who have not taken a high school laboratory science course. The committee determined that 16 of the 18 other colleges require the equivalent of BIO010 and/or CHM010 for these students. Therefore, our policy is consistent with that of the other colleges on this issue and should be retained.

Motion to accept recommendation:

Mov: N. Schatz Sec: B. Simon

With no discussion and no objection to the motion, the motion was unanimously adopted.

**B. Accessibility for Persons with Disabilities -
Ms. Lynn Somers, Chair**

No Report

C. Bylaws – Professor Jeffrey Spector, Chair

No Report

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D. Campus Diversity – Professor Leah Ghiradella, Chair

No Report

E. Curriculum - Professor Jane Liefert, Chair

No Report

F. Educational Resources - Mr. Lewis Ostar, Chair

No Report

G. Student Life and Community Concerns – Mr. Thomas Peterson, Chair

1. Recommendation:

Relative to Charge 3 (“Make recommendation on the necessity to require ID’s for day and evening adjunct faculty.”), the members of the Student Life & Community Concerns Task Force offer the following recommendation for consideration by the College Assembly:

That while the College should not require that adjunct faculty have ID cards, that they be strongly urged to get them.

Rationale:

It would help campus police and others to know who is an employee and who is not, but the committee feels that requiring adjuncts to obtain IDs would be impossible to enforce. It does feel that they should be strongly encouraged to obtain them by their department chairs.

Motion to accept recommendation:

Mov: B. Simon Sec: J. Spector

After discussion on the distinct merits of identifying adjunct faculty through their IDs on campus, on the difficulty to enforce their wearing the IDs and on the perceived cumbersome logistics to obtain IDs by adjuncts, the recommendation was withdrawn.

Motion to withdraw recommendation:

Mov: J. Spector Sec: M. Greenstein

With no further discussion and no objection to the motion the motion was unanimously adopted.

2. Recommendation:

Relative to Charge 4 (“Make recommendation on the necessity to require ID’s for part-time and full-time students.”), the members of the Student Life & Community Concerns Task Force offer the following recommendation for consideration by the College Assembly:

That all students be required to obtain a College ID.

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Rationale:

It is important for Campus Police and others to be able to know who is a student and who is a visitor. Current regulations say that when a College official asks a student to produce a College ID, that he or she be required to do so. So,

logically, in order to produce it he or she would have to have it. In addition, students must get their College ID validated each semester. So this recommendation just fixes a hole in the current regulation.

Motion to accept recommendation:

Mov: S. Biswas Sec: S. Rowley

With no discussion and no objection to the motion, the motion was unanimously adopted.

3. Recommendation:

Relative to Report 12 (“Determine the degree of representation and input students have in areas that affect their daily environment, such as the planned College Center and Performing Arts Center renovations and the new Studio Theater.”), the Task Force submits the following:

The committee proposes a recommendation: That students (if possible, one from each division) be included on committees which are designing or redesigning facilities.

Motion to accept recommendation:

Mov: M. Greenstein Sec: J. Saborido

Motion to amend the Recommendation to read:

“The Committee proposes a recommendation: That students be included, where appropriate, in initiatives which are designing or redesigning facilities.

Mov: J. Spector Sec: X. Balabkins

With no further discussion and no objection to the motion, the motion was unanimously adopted.

REPORT OF THE CHAIRPERSON

1. Two new charges have been assigned to the Curriculum Task Force for disposition this semester. One is to modify the MCC Course Approval Form into a format that is consistent with the one used by the NJTransfer articulation system for effective interface and web upload. The second charge is to come up with a reliable fast track approval procedure for courses without significant changes to course substance.

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2. The recommendation by the Assembly on Charge #1 to the Educational Resources Task Force on the Patriot Act implications is pending.
3. Student representatives to the College Assembly met with the Chair on

February 2 for the monthly briefing on today's agenda.

4. A week ago I left the College Center through the downstairs back hallway. Seeing a person crouched on the floor, I thought it was a homeless person. It turned out to be a Moslem student at morning prayer. I waited until the student was finished; I asked if there was any other room in the College where Moslem students could perform their daily prayers. She was not aware of any other room; neither was Mr. McGlincy with whom I spoke later. I want to bring this to your awareness so that we might find a solution for such diversity issues. Students, I was told, will sometimes use empty locker rooms or out of the way places where they are not exposed to offensive comments by non-Moslem students.

5. I also had a discussion with Mr. McGlincy on the almost perennial difficulty of reconciling the Student Activities Recognition Ceremony with the last meeting of the College Assembly. This year there is no conflict; the Recognition Ceremony falls on April 29, and the College Assembly meets on May 6. The difficulty arises only when the Spring Scholarship Ball falls late. The latest it can fall on is May 7. The College Assembly would then meet two (2) days prior on that Thursday and so would the Recognition Ceremony. The connection between these two functions is that Student Activities gets to use all supplies the Scholarship Ball Committee orders for its night on that Saturday, such as chairs, tables and warming tables. For that reason the Student Recognition Ceremony is always scheduled for the Thursday prior to the Spring Scholarship Ball. I suggest that when this happens, as it will from 2005 through 2008, the College Assembly meet on the Monday of that week during Divisional Hour - - which may serve a dual purpose: 1) faculty club advisors and students will be able to attend College Assembly, and 2) the Curriculum Task Force may be persuaded to make its last Recommendations not in May but in April. This brings me to this year. The last College Assembly meeting falls on May 6, the day after classes end. Please decide about meeting on Monday, May 3 or retaining the May 6 schedule.

6. I attended the inaugural lecture of the English Department's new series on literature and scholarship. The invited and very enthusiastic scholar spoke on Samuel Beckett, with a discussion following. I would like to congratulate here the Department for initiating these intellectual discussions and, at the same time, bring these intra-collegiate events to your attention.

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7. The next regular meeting of the College Assembly will be on Thursday, March 4, 2004, at 2:00 p.m., in L'Hommedieu Hall.

8. Task Forces and their Chairs are reminded that Reports and Recommendations for the March 4, 2004 meeting should in the College Assembly Office on or before Monday, February 23, 2004.

RECOGNITION AND HEARING FROM THE PUBLIC

None

ADJOURNMENT

Motion to Adjourn:

Mov: W. Egbert Sec: E. Figueiredo

There being no further business, the meeting was adjourned at 2:45 p.m.

Respectfully submitted,

Margarete Driver, Ph.D.
Chair, College Assembly

MD:ls