

**MINUTES OF THE COLLEGE ASSEMBLY MEETING
APRIL 1, 2004**

MEMBERS PRESENT

DEANS: M. Conners, R. Goldfarb, G. Kehrer, D. Lemcoe, J. Lewis, R. Luke

DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:

J. Herrling, J. Kruszewski, J. Lyons, C. Pam, J. Shindelman

FACULTY: X. Balabkins, G. Bedoya, S. Biswas, D. Brower, K. Costanzo, E. Dikun, C. Dolan, M. Lopez, J. Ramirez, S. Rowley, M. Sackrowitz, N. Schatz, B. Simon, G. Vastola

STUDENTS: L. Baltazar, D. Chivukula, S. Donnelly, E. Figueiredo, M. Greenstein, D. Leon, M. Malat, H. Mendoza, S. Nyantekyi, M. Ramulu

SUPPORT STAFF: K. Hogue, G. Ippolito, M. Pent, S.Waxmundsky

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: J. Dunning, R. Ellison, M. Garcia, E. Griffith, J. Gutowski, F. Hertrich, L. Johnson, D. Loper, A. Picardo, W. Rivera

PARLIAMENTARIAN: J. Kruszewski

MEMBERS ABSENT

DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS: M. DeLucia*, L. Lederer*

FACULTY: P. Honey*, J. Saborido*, J. Spector*

STUDENTS: M. Alvelo, W. Egbert*, R. Parmar, G. Tinio

SUPPORT STAFF: D. Holovacko*

*Excused

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With a quorum present, Dr. Margarete Driver called the April regular meeting of the College Assembly to order on Thursday, April 1, 2004 at 2:10 p.m. in the Rose M. Channing Danzis Amphitheater, L'Hommedieu Hall.

APPROVAL OF MINUTES

Motion to approve February minutes:

Mov: M. Greenstein Sec: S. Nyantekyi

Minutes are accepted as presented.

APPROVAL OF MINUTES

Motion to approve March minutes:

Mov: X. Balabkins Sec: R. Goldfarb

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 #7 which reads:

Revisit the criteria for the 3-year dismissal policy. If possible, involve the Office of Institutional Research on the statistics of returning students after dismissal. Make appropriate recommendation.

The Task Force recommends that the period of dismissal be shortened to two years.

Rationale:

Members of the Task Force reviewed a report generated by the Office of Institutional Research that tracked students who have been dismissed since the dismissal policy was instituted in 1995. The research identified 1,183 dismissed students. 133 (11.2%) of these students returned to Middlesex and 329 (27.8%) were registered at other colleges. In the first semester following return, 56.4% of these students had a GPA of less than 2.0. Therefore, the Task Force concluded that most of the dismissed students are not likely to be successful at Middlesex.

However, the data also indicated that some of the dismissed students are capable of performing successfully. Therefore, the Task Force recommends that the dismissal period be shortened to two years. Two years should be enough time for students to reevaluate their priorities and should encourage more of the students who are capable of succeeding to return to the college.

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

2. Recommendation:

The members of the Academic Standards Task Force have studied reassigned charge #4 which reads:

Study the awarding of "B-" and "C-" grades as final grades (especially in remedial mathematics); make appropriate recommendation(s).

The Task Force recommends that the College institute the grades of A- and B-. The Task Force does not recommend the institution of the C- grade.

The Task Force recommends that the A- and B- grades carry weights of 3.7 and 2.7 respectively. The weight given to all the existing grades should remain unchanged.

Rationale:

Members of the Task Force discussed this charge, looked at the policies of other colleges and surveyed the faculty. 113 surveys were returned by faculty members and 66% of the respondents were in favor of adding the proposed the additional grades. The Task Force concluded that adding these two additional grades would enable the faculty to more equitably and accurately evaluate student achievement. A C- grade could present problems for students transferring to other institutions and, therefore, should not be instituted.

The Task Force studied a report from the California Community Colleges and conducted a survey to gather faculty input on this issue. 113 faculty members responded to the survey and 74 (66%) of the respondents were in favor of instituting the A- and B- grades. The survey also asked faculty members to indicate their preference on a weighting method for the grades and 81% of those responding to this question favored leaving the B+ and C+ grades at their current values of 3.5 and 2.5, respectively, rather than lowering them to 3.3 and 2.3. Therefore, the weighting method for the grades under the proposed change would be:

A	A-	B+	B	B-	C+	C
4.0	3.7	3.5	3.0	2.7	2.5	2.0

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

3. Recommendation:

The members of the Academic Standards Task Force have studied charge #8, which reads:

Revisit the policy on attendance. Make appropriate recommendations for a revised policy or generate a report on effective support/advisement for faculty (especially those teaching remedial courses). (Note: the current attendance policy was written 30+ years ago. Academic exigencies have changed since then.)

The Task Force recommends that the current attendance policy that reads:

To obtain the maximum benefit from educational opportunities, students must establish habits of regular class attendance. The College values educational growth that results from such class attendance where ideas and concepts, social development, knowledge, and success derive from the interaction of students and faculty. Therefore:

1. Students are expected to attend all classes, laboratories, and clinical sessions for which they are enrolled.
2. Students are graded solely on the basis and quality and quantity of work, as stated in the course objectives and grading rationales distributed by the instructor at the beginning of each term. Students are responsible for all subject matter presented or assigned and should understand that work or tests missed may jeopardize their grades.
3. Students whose absence is caused by personal illness or serious personal matters should contact their instructors and will be allowed to make up work when possible. It is the prerogative of the instructor to excuse absences provided the student will be able to fulfill course requirements. It is the student's responsibility to arrange promptly with the instructor to make up missed work which has been agreed to by the instructor. Excessive absences may result in not meeting the course objectives and a failing grade as defined in the instructor's grading rationale.

Should be changed to read:

To obtain the maximum benefit from educational opportunities, students must establish habits of regular class attendance. The College values educational growth that results from such class attendance where ideas and concepts, social development, knowledge, and success derive from the interaction of students and faculty. Therefore:

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1. Students are expected to attend all classes, laboratories, and clinical sessions for which they are enrolled.

2. Individual instructors or departments have the right to establish attendance policies that may result in students having their grade reduced due to excessive absences. Such attendance policies will excuse a limited number of documented absences caused by personal or family illness, death in the immediate family, religious observances, military service, and legal process.
3. Students are responsible for all subject matter presented or assigned and should understand that any work or tests missed may jeopardize their grade. It is the student's responsibility to arrange promptly with the instructor to make up missed work, which has been agreed to by the instructor. Excessive absences may result in not meeting the course objectives and a failing grade as defined by the instructor's grading rationale.

Rationale:

Members of the Task Force conducted a survey of the Middlesex College faculty and reviewed the attendance policies of the other New Jersey county colleges. All the other county colleges allow instructors to count attendance as part of the grade.

The faculty survey results indicated that a large majority of the faculty members are in favor of changing the attendance policy. 113 surveys were returned. 87% of the respondents were in favor of giving individual instructors the prerogative to set attendance requirements as part of their grading criteria. In addition, 83% of the faculty favored a mandatory attendance policy for all remedial courses (55%, of those in favor, teach remedial courses).

A learning-centered environment stresses interactive learning in the classroom. Thus, attendance becomes a vital issue for student success. The revised policy allows departments and/or individual instructors to set and enforce attendance policies as appropriate to their curriculum and teaching methods. In addition, the proposed attendance policy allows departments offering remedial courses to standardize attendance requirements should they deem it necessary.

Motion to accept recommendation:

Mov: B. Simon Sec: G. Vastola

After discussion on the pros and cons of an attendance policy set by either departments or individual faculty and the connection between a stated attendance policy and student success, the question was called.

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Vote to call the question:

App: Unanimous

Discussion ceased.

Vote on recommendation:

App: 4 Opp: 27

Motion was lost.

4. Recommendation:

The members of the Academic Standards Force have studied charge #2 which reads:

Study the intent of policy on Academic Dismissal (MCC catalog) – p23 which reads –

Academic dismissal occurs when a student who has been readmitted following Academic Suspension or Dismissal receives a GPA of less than 2.0 in any subsequent semester. Consider a revision and make an appropriate recommendation.

The Task Force recommends that the policy be changed to read:

Academic Dismissal will occur when a student, who has been readmitted following Academic Suspension or previous Academic Dismissal, fails to maintain an overall GPA of 2.0 in the coursework taken subsequent to readmission.

Rationale:

Under the current policy, a previously dismissed student, who has been maintaining a satisfactory GPA in the courses taken subsequent to readmission, can be dismissed again for a single bad semester. The bad semester could even be a part time semester, such as a summer or winter session, in which only one single course might have been attempted. The proposed policy considers the student's cumulative record before recommending dismissal.

Motion to accept recommendation:

Mov: R. Goldfarb Sec: S. Rowley

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

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

Recommendation:

In Response to Charge #2 which instructs our Task Force to study the accessibility of on-line resources for persons with disabilities, the Task Force on Accessibility for Persons with Disabilities wishes to place the following recommendation before the College Assembly:

All persons contributing to the Middlesex County College Website are to be made aware of ADA guidelines. At the same time, web pages shall be reviewed and endorsed for compliance.

Rationale:

The Task Force on Accessibility for Persons with Disabilities found that there are ADA guidelines in place for websites provided by the State of New Jersey (<http://www.state.nj.us/accessibility.htm>) and the World Wide Web Consortium (<http://www.w3.org/TR/WCAG10>). These guidelines address the usability of web pages for students with visual impairments and make the sites adaptable to screen reader software used by many visually impaired students.

David Hoff, Middlesex County College WebMaster, made a presentation to the Task Force. David is aware of the ADA guidelines and keeps these guidelines in mind when creating the portions of the MCC Website that are his responsibility. David also provided a layman's guide to the ADA guidelines, a copy of which was distributed to each member of our Task Force. A copy of this document is available from David or the Task Force on Accessibility for Persons with Disabilities.

By the nature of a College Website, there are many contributors to the Middlesex County College public web page, the majority of which are faculty and administrators. These contributors have not been made aware by the College of the ADA recommendations. While these recommendations are not currently mandatory, they make the site much more user friendly for the visually impaired. If contributors are made aware of the recommendations before creating a web page, rewriting of the web page may be avoided if and when the recommendations become mandatory.

There is a section for faculty and staff on the MCC Infonet Site entitled "Web Guidelines", but none of these guidelines address ADA recommendations. It does not appear to the Task Force that the Middlesex County College Web Committee has been up-to-date on issues because one third of the members of the Committee are no longer employed by the College

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

C. Bylaws – Representing Professor Jeffrey Spector, Chair and being a member of the Task Force, Professor Xenia Balabkins presented the following items.

The Bylaws Task Force submitted the following recommendations as reports for acceptance by the College Assembly.

1. Recommendation:

Charge: To deliberate the pro's and con's of allowing the task forces the options of electing a single chairperson or co-chairpersons to lead their task force.

The Bylaws Task Force recommends no action be taken on this charge.

2. Recommendation:

Charge: To coordinate with the Academic Standards Task Force the addition of one (1) full-time teaching, at-large (academic) faculty; make the appropriate recommendation.

After reviewing the charge, the Bylaws Task Force makes no recommendation at this time.

3. Recommendation:

Charge: To coordinate with the Academic Standards Task Force the addition of one (1) adjunct faculty; make appropriate recommendation.

An Adjunct-at-Large position be added to the Task Force on Academic Standards.

Rationale:

As enrollment increases at Middlesex County College, The Institution needs a mechanism to dialogue with the adjunct faculty, who teach a large percentage of the courses offered by the College. It is our responsibility as a learning-centered institution that sees student success as paramount to its mission to have greater input from the adjunct faculty who teach our growing constituency.

4. Recommendation:

Charge: To coordinate with the Task Force on Campus Diversity the addition to said task force of one (1) Director from one of the off-campus Centers (New Brunswick or Perth Amboy) "by virtue of the position" to address and represent effectively the concerns unique to the Center(s); make the appropriate recommendations.

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After considering this charge, the Bylaws Task Force recommends that one (1) director or designee from one of the off-campus Centers (New Brunswick or Perth Amboy) be added to the Task Force on Campus Diversity "by virtue of the position".

Rationale:

As the enrollment at the off-campus centers increases, it is imperative that the College addresses the needs and concerns of the students at these centers. These students are part of the College population and are currently not represented on this task force.

The addition of a director from an off-campus center will give a voice to the unique needs of these students. Given the constant communication and interaction between the directors of the two centers, the consideration of the student population of both centers will be well represented by this addition.

5. Recommendation:

Charge: To coordinate with the Curriculum Task Force the addition of the Director of the Office of Academic Advising to said task force “by virtue of the position”; make the appropriate recommendation.

The Director of the office of Academic Advising or their designee be added to the Curriculum Task Force “by virtue of the position”.

Rationale:

In addressing various and varied issues in its deliberations, the Curriculum Task Force requires information about current curriculum and inter-curriculum interaction throughout the academic spectrum of the college. The Director of the Office of Academic Advising is in a unique position to provide information and counsel to this Task Force. An additional benefit the College would reap via the Advising Center would be the advanced knowledge of course and curriculum additions and changes the Director would receive by serving on this Task Force.

6. Recommendation:

Charge: To coordinate with the Curriculum Task Force the addition of one (1) full-time teaching, (academic) faculty from each academic division of the College (which equals three [3] faculty); make the appropriate recommendation.

After reviewing the charge the Bylaws Task Force recommends: 1) the addition of one faculty member from each of the academic divisions; 2) the removal of the position of faculty-at-large; and 3) the consolidation of the membership from Enrollment Management or Student Development

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to be a Dean, Director or designee. This will increase the membership of the task force from 16 to 17.

Rationale:

The reduction in the number of academic divisions has increased the number of majors represented in each division. Full-time faculty members are an integral part of curriculum development and of the review process as carried out by this

task force. Greater representation of full-time faculty from each division will allow for a wider spectrum of disciplines represented from each division on this task force. The abolishment of the faculty at large position and the consolidation of the EMSD membership will help ensure a proper balance on the Task Force between the faculty, administrators and students.

7. Recommendation:

Charge: To coordinate with the Educational Resources Task Force the addition to said task force of (1) adjunct faculty; make the appropriate recommendation.

An Adjunct-at-Large position be added to the Task Force on Educational Resources.

Rationale:

As enrollment increases at Middlesex County College, The Institution needs a mechanism to dialogue with the adjunct faculty, who teach a large percentage of the courses offered by the college. It is our responsibility as a learning-centered institution that sees student success as paramount to its mission to have greater input from the adjunct faculty who teach our growing constituency.

8. Recommendation:

Charge: To deliberate the creation of two task forces, one for Student life issues and one for Community Concerns with a view to making the appropriate recommendation. For each new task force, this may involve but not be limited to determining the appropriate number and provenance of membership and reassigning and/or adding of responsibility (Purposes).

1. It is the recommendation of this task force that the Task Force for Student Life and Community Concerns be dissolved as pursuant to the College Assembly Bylaw section 1.0702.
2. It is the recommendation of this task force that a task force for Student Life be established, pursuant to College Assembly Bylaw section 1.0702. The composition and responsibilities of this task force are defined on the attached pages.

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3. It is the recommendation of this task force that a task force for Community Concerns be established, pursuant to College Assembly Bylaw section 1.0702. The composition and responsibilities of this task force are defined on the attached pages.

Rationale:

The Task Force on Student Life and Community Concerns is the most numerous of task forces in membership. Its charges deal with a wide spectrum of issues, the majority of which involve student life issues. As the College's

involvement with the external community increases the number and focus of issues/charges in the community concerns area will increase as well. The task of addressing issues dealing with Campus Life and issues dealing with Community Concerns will best be served by the dismantling of this one task force and the establishment of two separate task forces.

Task Force on Campus Life:

1. MEMBERSHIP

a. Faculty	3
b. Adjunct at large	1
c. Faculty Advisor to a student organization	1
d. Students	5
e. Director or representative from student activities	1
f. Director or representative from the Department of Counseling and Career Services	1
g. Support staff	1
h. Officer of College Center Programming Board	1
i. Director or designee department of Health and Public Safety	1
j. Director or representative from Academic advising	1
k. Director or designee from one urban center	1

Total..... 17

2. PURPOSES:

- a. Use of college facilities by students and student organizations
- b. Student created and/or oriented College publications
- c. Student Campus Safety and Health
- d. Counseling, Job placement, College Transfers
- e. Academic Advisement
- f. Student Activities
- g. Financial Aid

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Task Force on Community Concerns:

1. MEMBERSHIP

a. Director or representative from Marketing and Public Information	1
b. Faculty	3
c. Adjunct at large	1
d. Students	3
e. Director, Athletics/PE center, or representative from the Department of Intercollegiate Athletics.	1
f. Chief of police or representative from the police department	1
g. Support staff	1

- h. Director of School Relations 1
- i. Director or Designee from one of the urban centers 1
- j. Dean or designee of corporate and community development 1

Total..... 14

2. PURPOSES:

- a. Use of college facilities
- b. College publications including the college website.
- c. Public information about the college in public forums such as, but not limited to, newspapers, radio, the Internet
- d. Campus speakers
- e. Relationship of the College with local, county, state and national communities.
- f. Campus Safety and Health

Motion to accept recommendations:

Mov: M. Greenstein Sec: C. Pam

D. Campus Diversity – Representing Professor Leah Ghiradella, Chair, and being a member of the Task Force, Professor Naomi Schatz presented the following items.

Recommendation:

In addressing charge #2, the members of the Campus Diversity Task Force recommend:

- o Reinstating peer-mentoring via the Office of Minority Student Affairs
- o Reinstating the CAAP program
- o Devoting a day to diversity awareness for all faculty and staff
- o Enhancing funding for the OMSA in order to broaden the student population served
- o Instituting an annual diversity awareness day for the entire campus community

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Rationale:

Members of the Task Force consulted with Mr. John Dunning, Director of the Office of Minority Student Affairs. Mr. Dunning attended our January meeting as a guest speaker in order for us to ascertain the needs of Middlesex County College’s diverse student population, especially those students who may be considered “at-risk.” OMSA has run numerous programs targeting at-risk students, focusing primarily on the African-American and Latino population. In order to adequately serve a broader student-base, OMSA needs more funding, particularly permanent funding. Their programs, including peer-mentoring and the CAAP program, have been successful and very cost effective; as a result, the Task Force feels they should be reinstated.

The Task Force also recommends devoting a day to diversity awareness for all faculty and staff, and to instituting an annual diversity awareness day for Middlesex County College so that the entire college community, faculty, staff, and students, in an effort to become a thriving multicultural institution, can develop a deeper understanding of and a commitment to the college's rich diversity.

Motion to accept recommendation:

Mov: G. Vastola Sec: G. Bedoya

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

E. Curriculum - Professor Jane Liefert, Chair

1. Recommendations:

DHY 102 – Dental Radiology

Change in: Title

Motion to accept recommendation:

Mov: C. Dolan Sec: E. Figueiredo

SCI 155 – Introduction to Geology

Change in: Title and Prerequisite(s)

Motion to accept recommendation:

Mov: X. Balabkins Sec: S. Rowley

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

SCI 157 – Introduction to Meteorology

Change in: Prerequisite(s)

Motion to accept recommendation:

Mov: S. Rowley Sec: N. Schatz

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

Chemistry Option– Science Transfer Degree – Change in Curriculum

Motion to accept recommendation:

Mov: S. Rowley Sec: E. Figueiredo

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

2. Recommendation:

Revised Course Approval Form

Motion to accept recommendation:
 Mov: J. Herrling Sec: G. Bedoya

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

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 necessity to require IDs 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 the College shall require that adjunct faculty have ID cards.

Motion to accept recommendation:
 Mov: G. Kehrler Sec: J. Herrling

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

2. Recommendation:

Relative to Charge 8 (“Determine the (increasing) degree of encroachment of classes and lab hours (psychology and sciences come to mind) on Division and/or College Hour periods and make appropriate recommendations(s).”), the members of the Student Life & Community Concerns Task Force offer the following recommendation for consideration by the College Assembly:

- That both Division Hour and College Hour be called “College Hour,” and that classes not be scheduled during those times.

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Rationale:

It is important that everyone have the opportunity to participate in all aspects of college life. Currently, faculty and students who have classes during those hours are unable to attend meetings. They can't be represented in college decision-making if they are not able to attend meetings of committees. Also, clubs and other extracurricular activities are important for individual student's development.

Motion to accept recommendation:
 Mov: S. Nyantekyi Sec: R. Luke

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

3. Recommendation:

Relative to a new Charge (“Determine if a room for students to pray or engage in quiet contemplation is needed.”), the members of the Student Life & Community Concerns Task Force offer the following recommendation for consideration by the College Assembly:

Refer this to the college attorney to determine if separation of church and state plays a role in this. If not, we’d recommend that a room be assigned for the purpose.

Motion to accept recommendation:

Mov: N. Schatz Sec: M. Pent

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

4. Recommendation:

Relative to the re-assigned Charge (“Revisit campus smoking policies with regard to distance from building; consult with campus offices likely to monitor and support reinforcing measures; make appropriate recommendation.”), the members of the Student Life & Community Concerns Task Force offer the following recommendation for consideration by the College Assembly:

That smoking be prohibited within 25 feet of the entrance to a campus building.

Rationale:

People object to having to go through a haze of smoke to get into a building. It seems that a 25-foot no-smoking zone respects the rights of smokers while solving this problem.

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Motion to accept recommendation:

Mov: B. Simon Sec: J. Herrling

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

REPORT OF THE CHAIRPERSON

1. The Presidential Search process has begun and the College Assembly members will elect six (6) members from the campus for the Campus Screening Committee. One (1) faculty member from each of the three (3) Academic Divisions. One (1) representative from the Division of Student Development and one (1) representative from the Division of Enrollment Management and one (1) representative from Corporate and Community Education. Nominations from the campus are due by noon on Wednesday, April 7. The election will be by secret ballot which will be sent to College Assembly members

on Thursday, April 8 with a return date of Tuesday, April 13 at 5:00 p.m. Elected committee members will be notified on April 14.

2. Student representatives to the College Assembly met with the Chair on Monday, March 29, for the monthly briefing on today's agenda.
3. The issue on choice of dates for the May meeting has become a moot point. There will be between 24 and 28 recommendations, the recognition of members for their service on behalf of the College Assembly, the transfer of chairmanship of the Assembly to Professor Picardo and a social gathering with refreshments.
4. The next regular meeting of the College Assembly will be on Thursday, May 6, 2004, at 2:00 p.m., in L'Hommedieu Hall. The Chair requests that members make every effort to bring this session of the Assembly to a successful conclusion.
5. Task Forces and their Chairs are reminded that Reports and Recommendations for the May 6, 2004 meeting should be in the College Assembly Office on or before Monday, April 26.

RECOGNITION AND HEARING FROM THE PUBLIC

An inquiry on whether membership on the Campus Presidential Screening Committee requires a commitment over summer months was answered by the Chair in the affirmative.

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ADJOURNMENT

Motion to Adjourn:

Mov: M. Pent Sec: E. Figueiredo

There being no further business, the meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Margarete Driver, Ph.D.
Chair, College Assembly

MD:ls