

**MINUTES OF THE COLLEGE ASSEMBLY MEETING
NOVEMBER 6, 2003
MEMBERS PRESENT**

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

DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:

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

FACULTY: X. Balabkins, G. Bedoya, S. Biswas, K. Costanzo, E. Dikun, C. Dolan, P. Honey, J. Ramirez, J. Saborido, M. Sackrowitz, B. Simon, J. Spector, G. Vastola

STUDENTS: D. Chivukula, E. Figueiredo, S. Laing, D. Leon, H. Mendoza

SUPPORT STAFF: K. Hogue, 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:	K. Nagy for T. Peterson

GUESTS: L. Baltazar, S. Nyantekyi, G. Tinio, S. Zale

PARLIAMENTARIAN: J. Kruszewski

MEMBERS ABSENT

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

FACULTY: D. Brower*, E. Christensen*, M. Lopez*, N. Schatz*

STUDENTS: J. Brinamen, T. Dreyer, W. El-Banna, T. Fave, L. Gonzales, A. Levitt, J. Martinez, M. Ramulu*

SUPPORT STAFF: D. Holovacko*, G. Ippolito*

*Excused

Meeting of the College Assembly – November 6, 2003

With a quorum present, Dr. Margarete Driver called the November regular meeting of the College Assembly to order on Thursday, November 6, at 2:10 p.m. in the Rose M. Channing Danzis Amphitheater, L'Hommedieu Hall.

APPROVAL OF MINUTES

Motion to approve minutes:

Mov: E. Figueiredo Sec: J. Spector

Minutes are accepted as presented.

REPORTS OF THE STANDING TASK FORCES

A. Academic Standards – Dr. Marian Sackrowitz, Chair
No Report

B. Accessibility for Persons with Disabilities - Ms. Lynn Somers, Chair
No Report

C. Bylaws – Professor Jeffrey Spector, Chair
No Report

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
No Report

REPORT OF THE CHAIRPERSON

1. A Task Force Chairs Meeting was held on October 30 in the Dean's Board Room, Center III, for the purpose of discussing Task Force issues and concerns. The individual Chairs detailed the approaches that their Task Forces had taken in order to accomplish the business at hand. Most reported of having established subcommittees to deal with specific issues, charges and research projects.
2. Because of the Thanksgiving Holiday, November is a short month relative to preparing College Assembly business for December. Consequently, Ms. Lisa Sgro requests that all recommendations and/or reports be received in the

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College Assembly office on or before Thursday, November 20, 2003, for inclusion in the December packet.

RECOGNITION AND HEARING FROM THE PUBLIC

The Chair invited the Assembly to discuss concerns, issues, problems or suggestions, or to share recent, significant positive developments here on campus. Discussion ensued on the merits and challenges related to the Early Warning System. Additional topics included: 1) timely dissemination on campus of the deadline for course withdrawal, 2) notification from the Registrar's office to instructors of students having dropped a course, and 3) the need to dispose of curriculum items in a "Catalog Year" prior to the May meeting in order to ensure early receipt of new MCC catalogues.

ADJOURNMENT

Motion to Adjourn:

Mov: S. Laing Sec: X. Balabkins

There being no further business, the meeting was adjourned at 2:35 p.m.

Respectfully submitted,

Margarete Driver, Ph.D.
Chair, College Assembly

MD:ls