

**MINUTES OF THE COLLEGE ASSEMBLY MEETING
December 6, 2001**

MEMBERS PRESENT

DEANS: R. Goldfarb, R. Zifchak

DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:

J. Gutowski, D. Loper, C. Pam, M. Przygoda, L. Smith

FACULTY: S. Biswas, B. Bogner, J. Brackenridge, R. Conley, N. Dhanda, S. Kelton, K. Krapels, J. Lasky, A. Nicolai, A. Picardo, M. Scanlon, L. Tillotson, S. Zale

STUDENTS: G. Aleksic, P. Cella, N. Gomez, J. Intili, A. Kirzner, D. Leon, J. Lubrano, K. McGowan, K. Miano

SUPPORT STAFF: R. Hanson, D. Krisza, C. Rutowski

TASK FORCE CHAIRS:

Academic Standards:	N. Schatz
Accessibility for Persons with Disabilities:	E. Altruda
Bylaws:	I. Ramer
Curriculum:	J. Gutowski
Educational Resources:	J. Liefert
Student Life and Community Concerns:	H. Swanicke

GUESTS: R. Ellison, F. Hertrich, G. Bandics

PARLIAMENTARIAN: R. Zifchak

MEMBERS ABSENT

DEANS: M. Connors*

DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS: J. Siegfried*

FACULTY: C. Dolan*, J. Flakker*, P. Honey*

STUDENTS: V. Brown, M. President, R. Remus

SUPPORT STAFF: P. Hilton*, M. Pent*

*Excused

Meeting of the College Assembly – December 6, 2001

With a quorum present, Chairperson Reginald Luke called the third regular meeting of the College Assembly to order on Thursday, December 6, 2001 at 2:05 p.m. in the Rose M. Channing Danzis Amphitheater, L'Hommedieu Hall.

APPROVAL OF MINUTES

Motion to approve minutes:

Mov: A. Nicolai Sec: A. Picardo

Minutes are accepted as presented.

UNFINISHED BUSINESS

None

REPORTS OF THE STANDING TASK FORCES

A. Academic Standards - Naomi Schatz, Chairperson

The task force's first charge is to review the College policy on course time limits in terms of the number of years courses on a transcript remain current or relevant. Professor Schatz stated that a report was produced by a subcommittee, but not discussed by the task force committee. It will be forthcoming.

The second charge is whether the College should accept the results of SAT exams, taken in Spanish or any other language, in the admissions/registration process. The task force is researching similar policies at other NJ community colleges. A study by the College Board of students who took PAA, SAT and the ESL tests, there was a better correlation of scores among students with higher ESL scores. The task force needs to further discuss this topic.

The third charge before Academic Standards is to review the policy for students entering MCC with foreign transcripts. Professor Schatz stated that the task force has reviewed this charge and no new policy is recommended. However, the task force suggests a change in the procedure of allowing department chairs to provide guidelines for evaluating high school prerequisites based on country, type of course, number of courses and other relevant information. Also, to consider expanding exemptions from placement testing to graduates of prestigious foreign universities not currently on list.

Professor Schatz informed the Assembly of an upcoming charge to the task force. The charge is to consider a new policy for MCC students taking courses at other colleges and transferring them back to MCC, in the cases where prerequisites at MCC are by passed.

B. Accessibility for Persons with Disabilities – Elisabeth Altruda, Chairperson

Professor Altruda stated that the task force has been addressing the safety measures on campus for locating and evacuating non-ambulatory students, staff, or people with other types of disabilities that prevent them from exiting buildings in cases of emergencies. The task force is developing a student disclosure form that would be sent with registration materials.

One of the charges of the task force was to review the present status of services provided by the College for persons with disabilities and recommend other needed services. After discussions regarding this charge, the task force made the following recommendation:

“That the Task Force on Accessibility for Persons with Disabilities be charged with the creation of an “ad hoc” committee, open to membership from the entire college-wide community, whose purpose is to structure programming to promote both awareness of and sensitivity to those members of the MCC campus family, including students and/or staff, with disabilities.”

Motion to accept recommendation:

Mov: R. Goldfarb Sec: S. Biswas

Discussion followed as to the type of awareness program, and if the “ad hoc” committee would be in charge of organizing and planning this program. Would this committee be an “ad hoc” committee of the College Assembly task force? Chairperson Luke stated that the “ad hoc” committee would not officially be a part of the task force or the College Assembly, but it would involve interested members.

Vote on recommendation:

App: Majority Opp: 0 Abs: 1

C. Bylaws – Iris Ramer, Chairperson

After discussions on all of the four Bylaws charges, the following actions are being recommended for the fourth charge:

1. Recommend that the position of Instructional Designer be represented on the Educational Resources Task Force (as per page 15, section “G” of Bylaws).

Rationale: This position, by nature of its responsibilities, should be represented on the Educational Resources Task Force. The individual serving on this position has already been serving on the task force.

2. Recommend that the membership of the Educational Resources Task Force be increased from twelve members to fourteen, one being the position of Instructional Designer and the other, an additional faculty member.

Rationale: The addition of one faculty member would assure a continued balance between administration and faculty in the composition of the task force (see page 15, section "C" of Bylaws).

Chairperson Luke went on to explain that the Assembly would hold a discussion at this time regarding the report, but would not vote on the proposed Bylaws changes until the next College Assembly meeting.

D. Campus Diversity – Joseph Roach, Chairperson

No report.

E. Curriculum -John Gutowski, Chairperson

ELT 111 – Digital Electronics

Revision - Change in Prerequisite(s) and Corequisite(s)

Motion to accept recommendation:

Mov: M. Przygoda Sec: D. Loper

No discussion.

Vote to accept recommendation:

App: Majority Opp: 0 Abs: 0

Motion passes.

F. Educational Resources - Jane Liefert, Chairperson

Professor Liefert announced that the task force has addressed all three of the charges given to Educational Resources. The first charge was to review the progress made in the planned advances of the College's computer facilities and services such as Campus Cruiser and Web Advisor and determine whether other services are recommended. Professor Liefert stated that there are other college representation committees being established to review these. The Educational Resources Task Force may defer to these committees, since it appears to be a duplication of effort.

The charge relating to allowing the general public access to the college's resources, the policy of the college is to only allow current students access to the educational resources on campus, with the exception of the library where anyone from the general public may do research and use the facility. The task force will not recommend any change from the policy that is currently in effect.

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On the last charge, the task force will be working with the Student Life and Community Concerns Task Force in coordination with the Student Success Initiative to further address this charge.

G. Student Life and Community Concerns – Helena Swanicke, Chairperson

Professor Swanicke stated that the task force prepared a survey that was randomly distributed to faculty, staff and students to determine the satisfaction of campus food, service, quality and pricing. The task force compiled a list of comments and suggestions regarding food recommendations for change. After the task force prepares a statistical analysis of the survey results, Professor Swanicke will report these findings to the College Assembly.

NEW BUSINESS

None

REPORT OF THE CHAIRPERSON

Chairperson Luke announced that Diane Lemcoe has been appointed as Dean of Enrollment Management. He also announced the appointments of Juana Reina Lewis, Dean of Student Development; George Bandics, Director, Police Department; and Lawrence Alford, Executive Director, Labor Relations and Human Resources.

Chairperson Luke reported that Dr. Driver and himself met with the task force chairs on November 5th. At that time, each task force chair reviewed their progress to date. The Chairperson thanked the task force chairs for their dedication and commitment to the Assembly process.

The next College Assembly Meeting will be Thursday, February 7, 2002 at 2:00 p.m. in the Rose M. Channing Danzis Amphitheater, L'Hommedieu Hall.

RECOGNITION AND HEARING FROM THE PUBLIC

None

ADJOURNMENT

Motion to Adjourn:

Mov: A. Nicolai Sec: C. Rutowski

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

Respectfully submitted,

Dr. Reginald Luke
Chairperson