

TO: Members of the College Assembly
FROM: Alice L. Picardo
Chair, College Assembly
RE: College Assembly Recommendations and Reports – 2004-2005
DATE: June 30, 2005

**PRESIDENTIAL
APPROVAL**

RECOMMENDATION

**Academic Standards Task Force:
Dr. Anthony Matagrano, Chair – 2004-2005**

- That the two new standards stated below be added to the current Standards of Progress for the Dental Hygiene Program. In addition to the 4 Standards of Progress that currently exist, the new standards would state: 4/20/05
- 5. Must achieve a “C” grade or better in all science courses to satisfy degree requirements.
 - 6. If a student earns a grade of less than “C” in any science course, the student must retake the course and achieve a grade of “C” or better.
- That the policy stating “students who are required to include developmental courses may carry no more than a combined total of 15 credits or credit equivalents.” (MCC – CC, p.18) remain and that an additional statement, “Students who are required to include developmental courses may carry no more than a combined total of 15 credits or credit equivalents. Students who wish to take more than 15 credits may do so only by submitting an appeal to their Dean” be added. 4/20/05
- That the policy stating, “a student whose schedule includes developmental courses is expected to earn at least a 2.0 TERM average in all courses. Failure to do so will result in Academic Probation. Failure to earn at least a 1.00 term average will result in Academic Restriction” be amended to read: 5/12/05
- “a student whose schedule includes developmental courses is expected to earn at least a 2.0 TERM average, and a C or better in all developmental courses. Failure to do so will result in Academic Probation. Failure to earn at least a 1.00 TERM average will result in Academic Restriction.”

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-That a policy in regards to electronic communications (between the college and students) and FERPA guidelines reads "All official communication with students containing personal information will be conducted using the FERPA guidelines (MCC College Catalog, page 24) and http://www.aacrao.org/ferpa_guide/enhanced/main_frameset.html). The student will be responsible for checking their official college provided email, which is presently Campus Cruiser, regularly and maintaining the security of that address."

5/12/05

On the charge of surveying the faculty and college community on the implementation of A-/B- grades, a report was made requesting additional time to survey reaction to minus grades. No recommendation at this time.

Accessibility for Persons with Disabilities Task Force:
Professor Michael Scanlon, Chair – 2004-2005 - NONE

Bylaws Task Force:
Professor Jeffrey Spector, Chair – 2004-2005

On the charge to work in conjunction with all other Task Forces to evaluate their size and purpose as outlined in the Bylaws of the College Assembly 2004-2005:

- That the purposes of the Campus Life Task Force be changed to read:
- A. Use of College facilities by members of the campus community or campus organizations.
 - B. Campus oriented publications for internal use.
 - C. Campus community safety and health.
 - D. Counseling/career services and college transfers.
 - E. Academic Advising.
 - F. Campus community activities.
 - G. Financial Aid.

5/26/05

-That the size of the Educational Resources Task Force be increased by one, adding the following:

5/26/05

The Dean of Student Enrollment or a representative from the Division of Student Enrollment.

It was also resolved that the faculty membership definition be amended as follows:

Faculty (5) with at least one from each academic division.

The amended purpose of the Educational Resources Task Force should be as follows:

- A. Needs for and allocation of appropriate physical resources.

RECOMMENDATION

- B. Needs for and allocation of appropriate learning resources.
- C. Needs relating to satellite operations.

-On evaluation of the size and purpose of the Bylaws Task Force, there is no recommendation at this time.

-That after review, the voting procedures for Enrollment Management, Appendices A and E be revised to read: 5/26/05

Paragraph one:

Change the word “committee” to the phrase “a committee of at least three members.”

Replace the word “director” with the word “administrator.”

Paragraph two:

Replace the sentence “Faculty representatives shall be elected by faculty only and directors’ representatives shall be elected by directors only” with the sentence “Faculty and administrator representatives shall be elected jointly by both faculty and administrators.”

-That upon review of Section 1.0400 of the College Assembly Bylaws Section B will read: 5/26/05

“Faculty representatives from the Enrollment Management and Student Development shall be elected by all members of the division, and directors shall also be elected by all members of the division as outlined in Appendices A, B, E & F.”

Section C will read:

“Faculty representatives-at-large shall be elected on a rotating basis by the faculty members of the Division Councils or committee of representatives comprised of faculty and administrators and in the divisions of Enrollment Management and/or Student Development as they are listed in 1.0400 Article IV – Membership and according to Appendices A & B.”

-That upon review of Section 1.0706 of the College Assembly Bylaws all references to “Division Councils” shall be replaced with the phrase “Division Councils of the academic divisions and the Dean of Enrollment Management and the Dean of Student Development” 5/26/05

-That upon review, voting procedures for Student Development- Appendices B and F be revised to read: 5/26/05

Paragraph one:

Change the word “committee” to the phrase “a committee of at least three members.” Replace the word “director” with the word “administrator.”

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Paragraph two:

Replace the sentence “faculty representatives shall be elected by faculty only and directors’ representatives shall be elected by directors only” with the sentence “faculty and administrator representatives shall be elected jointly by all full-time members of the Division.”

-On examination and review of 1.0906 Quorum consider alternate numbers for any and all constituencies, the Bylaws Task force makes no recommendation at this time.

Campus Diversity Task Force:

Mr. Louis Marius, Chair – 2004-2005

-That an information/education session between the Middlesex County College Police force and Middlesex County College student clubs be implemented to insure that the college community sustain diversity dialogues. 5/12/05

-That Campus Cruiser be used as a vehicle to update MCC students on the activities of the College Assembly. 5/12/05

Campus Life Task Force:

Dr. Christine Harrington – 2004-2005

-That shuttles to and from the New Brunswick and Perth Amboy Centers be instituted. Pending

-On the charge to report on the status of available space for students to congregate between classes, the Campus Life Task Force investigated what current space exists for students to congregate. Members of the task force walked through the buildings on campus to document current space. The New Brunswick and Perth Amboy Centers were asked to report on their space. Contacts with Juana Lewis, Dean of Student Development, and Don Drost, Facilities Management, were also made in an effort to provide a thorough, accurate report. No recommendation made at this time.

Community Concerns Task Force:

Mr. Terry McGlincy – 2004-2005 - None

RECOMMENDATION**PRESIDENTIAL
APPROVAL****Curriculum Task Force:****Professor Jane Liefert, Chair – 2004-2005****BIOLOGY****BIO 240 – Research in Biology**

New Course Code

Pending

BUSINESS ADMINISTRATION AND MANAGEMENT**BUS 107 – Computer Applications for Business**

Change in: Prerequisite(s)

5/12/05

Management Support Services Certificate Program: Change in Curriculum

5/12/05

CHEMISTRY & PHYSICS**CHM 240 – Research in Chemistry**

New Course and New Course Code

Pending

COMPUTER SCIENCE**CSC 105 – Computer Applications and Systems**

Change in: Course Content, Catalog Course Description and Behavioral Objectives

4/20/05

CSC 125 - Web Markup Languages

Change in: Course Content, Prerequisite(s), Title, Catalog Course Description and Behavioral Objectives

5/12/05

CSC 160 - Introduction to Unix for Web Development

Change in: Course Content, Prerequisite(s), Title, Catalog Course Description, Behavioral Objectives and Contact Hours

5/12/05

CSC 1xx - Introduction to Information Security

New Course and New Course Code

5/12/05

CSC 251 – Windows Workstation Administration

Change in: Catalog Course Description and Title

4/20/05

CSC 252 – Windows Server Administration

Change in: Catalog Course Description and Title

4/20/05

CSC 2xx - Information Technology Management

New Course and New Course Code

5/12/05

Computer and Information Systems – General Option: Change in Curriculum

4/20/05

Computer and Information Systems – Network Administration

4/20/05

and Support Option: Change in Curriculum**Technical Certificate in Information Systems Security:** New Curriculum

5/12/05

Technical Certificate in Internet/Web Page Development: Change in Curriculum

5/12/05

RECOMMENDATION**PRESIDENTIAL
APPROVAL****DENTAL AUXILIARIES EDUCATION****DHY 107 – Preventive Oral Health Services I**

5/12/05

Change in: Credit Hours and Contact Hours

DHY 111 – Nutrition and Oral Health

5/12/05

New Course Code

Change in: Course Content, Title, Catalog Course Description, Credit Hours
and Contact Hours**ENGLISH****ENG/BUS 240 – Business Communication**

5/12/05

New Course and New Course Code

Change in: Course Content, Prerequisite(s), Catalog Course Description,
Behavioral Objectives**ENG 255 – Introduction to Film**

5/12/05

New Course

ENG 260 – Scriptwriting

5/12/05

New Course

Writing Option/English Department: Change in Curriculum

5/12/05

HOTEL, RESTAURANT AND INSTITUTIONAL MANAGEMENT**DTC 210 – Supervised Field Experience:** Clinical, Community, Foodservice

5/12/05

Change in: Prerequisite(s)

HRI 218 – Nutrition Throughout the Life Span

5/12/05

Change in: Behavioral Objectives

OFFICE ADMINISTRATION**OAD 101 – Document Processing I**

5/12/05

Change in: Prerequisite(s)

Certification of Achievement Program: Change in Curriculum

4/20/05

PSYCHOSOCIAL REHABILITATION AND TREATMENT**PSR 210 – Clinical Practicum in PSR I**

5/12/05

New Course and New Course Code

PSR 211 – Clinical Practicum in PSR II

5/12/05

New Course and New Course Code

**UMDNJ-MCC Associate of Science in Psychosocial Rehabilitation &
Treatment (ASPSRT):** Change in Curriculum

5/12/05

**PRESIDENTIAL
RECOMMENDATION**

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RESPIRATORY CARE

RST 211 – Pediatric and Neonatal Respiratory Care

Change in: Course Content, Credit Hours and Contact Hours

5/12/05

RST 212 – Long Term, Home and Rehabilitative Care

Change in: Course Content, Credit Hours and Contact Hours

5/12/05

UMDNJ-MCC Associate of Science in Respiratory Therapy:

Change in Curriculum

5/12/05

Educational Resources Task Force:

Mr. Brian Richards, Chair – 2004-2005

-That selected, current textbooks be placed on reserve in the college library for student use. (Pilot program)

5/12/05