

**MINUTES OF THE COLLEGE ASSEMBLY MEETING  
MARCH 4, 2010  
MEMBERS PRESENT**

**DEANS:** M. Brinson, M. Conners, S. Larkin, M. Laskowski-Sachnoff,

**DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:**

S. Barnhart, J. Dunning, M. Foley, J. Herrling, T. Montani, R. Roy, D. Trainor

**FACULTY:** S. Altman, N. Dhanda, T. Drew, M. Edwards, N. Granuzzo, S. Majiduddin, U. Narayanan, J. Ostacher, C. Pean, N. Picioccio, E. Reid, A. Rivera, M. Scanlon, J. Waintraub, T. Young, S. Zale

**STUDENTS:** N. Albulhasan, A. Alaigh, T. Frierson, J. Gabriel, P. Hornak, C. Keefe, G. Petrie, J. Pinero, L. Sarfati, A. Unglert, H. Wojtyla

**SUPPORT STAFF:** G. Jurick, R. Nunez, B. Rosen, T. Varites

**TASK FORCE CHAIRS:**

**Academic Standards:** T. Young

**Accessibility for Persons with Disabilities:** V. Kanwal

**Bylaws:** J. Spector

**Campus Diversity:** H. Hyman

**Campus Life:** D. Johnson

**Community Concerns:** D. Watson

**Curriculum:** M. Santelli

**Educational Resources:** N. Picioccio

**GUESTS:** R. Cole, N. Heller, H. Holbeck, R. Kim, A. Miller

**PARLIAMENTARIAN:** M. Laskowski-Sachnoff for J. Kruszewski

**MEMBERS ABSENT**

**DEANS:**

**DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:**

**FACULTY:** S. Biswas\*

**STUDENTS:** C. Ashbourne\*, M. Karolewski\*, G. Perdomo\*, G. Petrie\*, J. Sapiezynski\*, Z. Zhao\*

**SUPPORT STAFF:** M. Ambroziak \*

\*Excused

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With a quorum present, Theresa Orosz called the March regular meeting of the College Assembly to order on Thursday, March 4, 2010 at 2:10 p.m. in the Rose M. Channing Danzis Amphitheater, L'Hommedieu Hall.

### **APPROVAL OF MINUTES**

Motion to approve minutes:

Mov: S. Altman Sec: S. Zale

Minutes are accepted as presented.

### **UNFINISHED BUSINESS**

None

### **REPORTS OF THE STANDING TASK FORCES**

#### **A. Academic Standards – Professor Tracy Young**

None

#### **B. Accessibility for Persons with Disabilities - Dr. Virender Kanwal, Chair**

None

#### **C. Bylaws – Professor Jeffrey Spector, Chair**

None

#### **D. Campus Diversity – Dr. Hillary Hyman, Chair**

None

#### **E. Campus Life – Professor Dennis Johnson, Chair**

None

#### **F. Community Concerns – Ms. Denise Watson, Chair**

Charge:

Investigate expanding the College marketing strategy to attract and interest English as-a-Second Language students and their potentially non-English speaking parents. What role can the Centers play in helping to develop a marketing strategy that responds to the changing needs of the populations that they serve? Make appropriate recommendations.

Recommendation:

This committee recommends that the College support the Centers with the resources necessary to provide workshops for ESL students and their parents to create awareness of education opportunities and the processes for admission to

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Middlesex County College. Workshops will include sessions for the Non-English speaking population.

**Rationale:**

The committee recognized the importance of outreach to English as-a-Second Language students and the challenges they face as potentially first generation college students. Reaching out to students and their parents as early as possible in their education to provide information on their post-secondary educational options, the process of applying to college, and researching financial aid was emphasized. Support from key departments would be critical to the success of the workshops conducted at the Centers.

**Motion to accept recommendation:**

Mov: N. Picioccio      Sec: M. Scanlon

A question was asked if this recommendation is regarding potential students. Ms. Watson responded indicating that it is directed toward all non-English speaking members, from high school age and younger, to adults in the community. She noted that the New Brunswick Center has been focusing on improving their outreach to local schools.

**Vote on recommendations:**

App: Unanimous      Opp: 0      Abs: 0

Motion passes.

**G. Curriculum - Professor Marianne Santelli, Chair**

**Recommendations:**

**MAD 108: Photography II**

Change in: Course Content, Catalog Course Description, Behavioral Objectives, Contact Hours

**Motion to accept recommendation:**

Mov: S. Altman      Sec: N. Picioccio

**Vote on recommendation:**

App: Unanimous      Opp: 0      Abs: 0

Motion passes.

**PCP 221: Color Photograph**

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

**PCP 224: Digital Imaging**

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

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**PCP 225: Commercial Photography**

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

**PCP 226: Professional Studio Photography**

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

**PCP 280: Portfolio**

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

Motion to accept recommendations:

Mov: T. Young      Sec: J. Ostacher

Vote on recommendations:

App: Unanimous    Opp: 0      Abs: 0

Motion passes.

**H. Educational Resources - Professor Nicholas Picioccio, Chair**

None

**NEW BUSINESS**

Ms. Orosz discussed the Strategic Plan Map which was provided as a handout to the College Assembly members. Ms. Orosz explained that it lists all of the Strategic Plan work groups' goals, with departments listed along the top and indications of how their work is linked to each of the goals. For example, "H" denotes a high connection, "M" a moderate connection, and "L" a low connection. Ms. Orosz asked the members to think about the role their department plays in the Strategic Plan and, by extension, how the Task Forces can contribute to the Strategic Plan, including bringing forth charges that relate to the Strategic Plan. Ms. Orosz emphasized that the map can be used to assist in the development of meaningful charges for the College Assembly that address the Strategic Plan. Ms. Orosz noted that a Sharepoint database is being developed and will be available through the Info Net which will enable departments to share their progress toward meeting their goals and document the outcomes of the goals. It will be shown at an upcoming College Assembly meeting.

**REPORT OF THE CHAIR**

1. The following curriculum item that came before the College Assembly at the February 4, 2010 meeting was approved and signed by Dr. La Perla-Morales and forwarded to the Office of the Vice President for Academic and Student Affairs for implementation:  
Dietetics Transfer A.S.: New Curriculum
2. The following Fast-Track curriculum item was approved:  
Energy Utility Technology A.A.S.

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3. Dr. La Perla Morales signed the following recommendations by the College Assembly and subsequently forwarded them for implementation:
- a. That when students transfer courses to Middlesex County College from a regionally accredited institution of higher learning; and where there is a difference in credits between the course at that institution and MCC; for instance the sending college transcript has an accounting course for 3 credits and ours is 4 credits, the course will be accepted under the following conditions:
- The course must be reviewed and accepted for transfer by the appropriate Department Chair (comparison of course content with MCC's course content)
  - The course will transfer at exactly the number of credits given by the sending school whether the credit awarded is greater or lower than the MCC equivalent; thereby not requiring the student to take the course over for the additional credit required at MCC.
  - Students that completed science coursework at another institution without a lab component and the MCC course requires a lab component, at the discretion of the Department Chair, would be instructed to either complete the lab component at MCC or retake the course at MCC to fulfill the required course components.
  - Student's overall transcript will need to be evaluated to determine if there is a need for an additional course to meet graduation requirements with the reduction in the number of credits. Students will need 60 or more credits to graduate and therefore, the loss of one credit will in most cases not bring the student's total credits earned below the number of credits required to graduate. In cases where a student will need to make-up additional coursework to graduate the student will be notified by the Registrar's Office in their credit evaluation notification which is sent after transfer credit has been posted to the student's record. This notification will further direct the student to consult with their advisor for assistance in program planning.

This recommendation is to be implemented by the Vice President for Academic and Student Affairs.

- b. That we accept home school diplomas. It is also recommended that the college catalog be amended to reflect the acceptance of home school diplomas.  
This recommendation is to be implemented by the Vice President for Academic and Student Affairs.

- c. That in light of the contributions the Diversity Task Force has made over the past 10 years, it is our feeling that the Campus Diversity Meeting of the College Assembly – March 4, 2010

Task Force should continue to exist. Further examination of immediate and long term goals can be attained through use of a variety of tools and techniques.

4. The recommendation from the Campus Diversity Task Force regarding the establishment of an Institute for the Study of Multicultural Issues was returned to the task force for further consideration. In addressing the charge, a comprehensive report was generated detailing various diversity initiatives and programs of the other New Jersey community colleges. The thought was to use that report to identify gaps or opportunities for diversity programs and initiatives here at MCC and to use that to develop charges for the Campus Diversity Task Force for the upcoming year.
5. The College Assembly has contacted the divisions who are in the process of formulating their list of representatives for the College Assembly and its task forces. Please contact the chairperson of your Division Council, chairperson of your department, or dean and offer your experience to the Assembly and or a task force. You are encouraged to please talk to you colleagues and your students to get them involved.
6. The next meeting of the College Assembly will be held on Thursday, April 1, 2010 at 2:00 p.m.

#### **RECOGNITION AND HEARING FROM THE PUBLIC**

None

#### **ADJOURNMENT**

Motion to Adjourn:

Mov: N. Picioccio    Sec: G. Jurick

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

Respectfully submitted,

Theresa Orosz  
Chair, College Assembly

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