

**MINUTES OF THE COLLEGE ASSEMBLY MEETING
MARCH 5, 2009
MEMBERS PRESENT**

DEANS: M. Brinson, M. Conners, M. Laskowski-Sachnoff, R. Luke

DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:

M. Maciolek, T. Montani, T. Orosz, D. Trainor

FACULTY: S. Altman, S. Biswas, E. Dikun, T. Drew, M. Edwards, S. Majiduddin, U. Narayanan, N. Picioccio, J. Ramirez, A. Rivera, M. Santelli, M. Scanlon, J. Waintraub, C. Wathen, S. Zale

STUDENTS: A. Alaigh, J. Colbeth, J. Crawford, E. Makwana, T. Mensah, V. Patel, M. Plichta, N. Rajendran, S. Shah, A. Unglert, D. Wolfe, F. Zanatta

SUPPORT STAFF: B. Rosen

TASK FORCE CHAIRS:

Academic Standards: S. Zale

Accessibility for Persons with Disabilities: V. Kanwal

Bylaws: J. Spector

Campus Diversity: H. Hyman

Campus Life: T. McGlincy

Community Concerns: P. Moran

Curriculum: P. Yarmchuk

Educational Resources: S. Altman

GUESTS: Donna-Marie Gardner, K. Hays, F. Hertrich, H. Holbeck, J. Nickerson, R. Powell, R. Roy

PARLIAMENTARIAN: M. Laskowski-Sachnoff

MEMBERS ABSENT

DEANS:

DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS: S. Barnhart*, T. Sabol*

FACULTY: E. Christensen*, E. Reid

STUDENTS: N. Albulhasan, J. Espinoza, P. Gopalan, J. LeDonne, Y. Shudoh

SUPPORT STAFF: A. Ballina, S. D'Elia, R. Hanson

*Excused

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With a quorum present, Professor Richard Ellison called the March regular meeting of the College Assembly to order on Thursday, March 5, 2009 at 2:10 p.m. in the Rose M. Channing Danzis Amphitheater, L'Hommedieu Hall.

APPROVAL OF MINUTES

Motion to approve minutes:

Mov: T. Drew Sec: T. Orosz

Minutes are accepted as presented.

UNFINISHED BUSINESS

None

REPORTS OF THE STANDING TASK FORCES

A. Academic Standards – Dr. Steven Zale, Chair

Charge:

Review the policies of the Admissions Department with regard to homeschooling guidelines and make appropriate recommendations.

Interim Report:

The task force recognized that an increasing number of parents/guardians are opting for the homeschooling educational option for their high school aged students. The current policy for admission into MCC is a student must be at least 18 years of age or have a high school diploma or GED. For the homeschooled student, these criteria would apply as well.

The task force recognizes that the following items must be addressed.

First, the existing college catalog does not contain any policy regarding the admission of students who have been homeschooled or criteria for admission. The task force suggested that the wording in the catalog specify that the homeschooled program is accredited. Second, although the task force discovered that Rowan and Monmouth University already have a policy in place regarding the admission of homeschooled students, the task force still has to further investigate how other community colleges are addressing the scenario in which the student does not meet the age requirement of 18. There exists a difference between MCC and the above mentioned colleges because MCC is an open access institution. Furthermore, additional research by the task force must be completed regarding how other institutions are handling homeschooled students in reference to the federal and state regulatory guidelines that MCC must adhere to.

Lastly, the Ability-to-Benefit ACCUPLACER test is required of students who are 18 years or older, seeking federal financial aid, and who did not graduate from high school or did not earn a GED. These students must demonstrate that they possess sufficient "ability to benefit" (ATB) from a postsecondary program of study via their performance on an approved test. MCC administers an ATB version of the ACCUPLACER test. Students must complete the ATB exam in reading comprehension, sentence skills, and math computation. The Department of Education requires that these students take these three tests in a single testing session. In order to pass the test, the student needs to successfully complete all three tests. If the student does not obtain a passing score on one or more tests, he or she will have to retest all three again. Once the student earns 30 general educational course credits (non-developmental courses) and passes the High School Proficiency Assessment, the State of NJ will send the student a State-Issued High School Diploma.

The task force suggested that the homeschool issue be further investigated to ensure that homeschooled students are truly prepared for college level courses. The task force also discussed how the ATB program will affect MCC's ability to receive federal financial aid. Finally, the task force suggested that the ATB program at MCC should be included on the college's web site and in the college catalog.

Professor Drew asked if a homeschooled student could be included in the STARS program. Ms. Orosz answered that if their school district is willing to calculate them for ranking then they could be considered for the STARS program.

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

No report.

C. Bylaws – Professor Jeffrey Spector, Chair

No report.

D. Campus Diversity – Dr. Hillary Hyman, Chair

Charge:

Report on the implementation status to work more towards the returning student and/or student training for a second career.

Discussion:

Janarra Crawford conducted an interview with Ana Class-Rivera via e-mail. Ana mentioned she was familiar with the recommendations made to the College Assembly regarding diversity. Furthermore, Ana mentioned a club was created to address the needs of the college's non-traditional/diverse population of

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students. The club is open to all of MCC's Returning Adult students. This would reflect diversity in age, ethnicity, country of origin, etc. Ana also stated that a series of mini-workshops were set up so members could discuss specific concerns including time management, stress management, resume preparation, etc. The workshops are offered during Admissions Open Houses. The club also appears on the list of clubs in Campus Cruiser and is listed in the Pathfinder as well.

Louis Dell'Omo conducted an in-person interview with Ana Class-Rivera, which revealed additional information about the marketing of the club. The Club is not considered a Student Activity; therefore, they do not receive allocated funds. There are approximately 5-12 members who regularly attend the workshops, which are conducted once per month. The club is promoted on the web. Some suggestions were given regarding advertising the club, such as announcements in Quo Vadis and on the campus internet radio station, www.bluecoltradio.com. Other suggestions included providing full/part time faculty with flyers to distribute in the classes (especially evening and Saturday morning classes).

Charge:

Report on the implementation status of recommendations submitted by your task force in 2007-2008, approved by the College Assembly and forwarded to/signed by the College President

Recommendation:

The task force recommends regular follow-up interviews with members who sit on the NJ General Education Coordinating Committee, and any other key members of our college community involved in the review or adoption of core curriculum for MCC and other community colleges of New Jersey.

Rationale:

As presented in the December 4, 2008 report to the Assembly, courses for consideration as General Education Diversity Electives are currently under review by New Jersey community colleges' General Education Foundation. It is anticipated that changes will take place upon completion of the review.

As further reported in the December meeting, the NJCC's General Education Learning Goals and Suggested Individual College-Wide Learning Objectives for diversity courses are for students to understand the importance of global perspective and culturally diverse peoples. It is the task force's belief that these global perspectives change just as world issues grow and wane. Therefore, regular review is crucial to our ability to enlighten our students when it comes to possible consequences as well as the possibility of their valuable contributions

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to our society. We further believe it is our duty to stay abreast of current international, multicultural, and multiethnic issues and the effects they may have on our students' course requirements.

In this way we will truly ascertain how diversity is incorporated into the fabric of the Core Curriculum at MCC and other community colleges in New Jersey.

Motion to accept recommendation:

Mov: M. Scanlon Sec: C. Wathen

Discussion followed to possibly change the recommendation to read, "In order to insure that diversity continues to be incorporated into the fabric of our core curriculum the Task Force recommends that the Diversity Task Force conduct regular follow-up interviews with members who sit on the NJ General Education Coordinating Committee, and other key members of our college community involved in the review or adoption of core curriculum for MCC and other community colleges of New Jersey.

Discussion continued and Dr. Hyman withdrew this recommendation to present to the College Assembly at a later date.

E. Campus Life – Mr. Terry McGlincy, Chair

Charge:

Report on the implementation status of recommendations submitted by your Task Force in 2007-2008.

Report:

In 2007-2008 a recommendation was made and accepted relating to smoking on campus. The recommendation limited smoking to parking lots and gazebos located near parking areas. This recommendation while accepted by the Assembly and the President has not been successful. Smoking continues throughout the campus, by students, staff, faculty and administration. The areas outside of buildings has become unsightly. Cigarette butts litter the areas because of the removal of ash trays which were removed with the original policy. It is suggested the issue be revisited to determine how the policy might be improved.

Professor Ramirez suggested that the task force look not only at the negative but also the positive results of the gazebos.

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Charge:

Study the establishment of a student government for Middlesex County College. Examine possible forms and responsibilities of a student government. Present a report to the Assembly and make appropriate recommendations.

Report:

The Task Force continues its review of forms and responsibilities. We have sought student input in the philosophy of having a student government as well as the structure and responsibilities. We anticipate having a recommendation in time for the Assembly's next meeting.

Charge:

Review the current policy concerning cell phone usage by students in various buildings on campus; especially administrative offices. Make appropriate recommendations.

Report:

At the present time there is no campus wide policy relating to cell phone usage. It is referenced in the Code of Student Conduct – Violation Number 3.

Violation No. 3 Obstruction or disruption of teaching, learning, research, administration, discipline procedures or other College authorized event. Disruptions of teaching and learning which may include tardiness, offensive language or behavior, noise and improper use of personal communication devices (eg: cell phones, headphones, pagers, PDAs and laptops).

Rationale:

A disruption as indicated in the Code of Student Conduct, cannot be tolerated. We feel the identification of that disruption is best left to the faculty member or individual administrator.

In addition, to restrict usage would seem to be in direct opposition to the College's Emergency Notification System which would require use of a cell phone.

The Task Force recommends that no campus wide policy be established. Rather it recommends leaving the issue to the discretion of the faculty member in the classroom and the administrator/faculty in their office area.

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It is noted however that any office or classroom policy should be applied to all individuals, not just students.

Charge:

Review our current policy concerning storage lockers available for students at various locations around campus. Make appropriate recommendation.

Recommendation:

The Task Force was unable to find any policy relating to lockers on campus. We did evaluate the need and recommend that "airport" like lockers be placed in appropriate numbers and locations to meet the needs of the campus community.

Rationale:

Many times members of the campus community have a need to have a secure location to leave items for a short time period (i.e. between class). Either books, supplies, or presentations may not be appropriate to bring to a prior class and could be better stored.

Motion to accept recommendation:

Mov: F Zanatta Sec: N. Picioccio

Discussion followed and it was questioned if there is an overwhelming need for lockers. Mr. McGlincy stated that there was substantial support for lockers. In addition, concerns were expressed regarding noise and disruption in the area where lockers would be located. It was also noted that for security reasons, lockers have been removed from train stations and airports. It was suggested that the lockers could have a grid door instead of solid metal.

Discussion continued and Mr. McGlincy stated that at one time the College had lockers, and that one of the consequences was that students would put in a quarter, take the key and would not return. The College then had to switch all the keys and locks around or order new locks which was costly. He also noted that this was one particular problem, and he was not indicating that it was not a good effort and that the lockers were not used. It was suggested that an alternative to the key lock could be an ID card swipe system. It was also suggested that because of fiscal and space concerns that this recommendation be revisited at a later time.

Vote on recommendation:

App: 15 Opp: 12 Abs: 3

Motion passes.

F. Community Concerns – Ms. Patricia Moran, Chair

No report.

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G. Curriculum - Dr. Paul Yarmchuk, Chair

Dr. Yarmchuk announced that the deadline for submitting standard curriculum items to the College Assembly office has been extended to April 8, 2009.

Recommendations:

Unix Administration Certificate of Achievement: New Curriculum

Motion to accept recommendation:

Mov: N. Picioccio Sec: S. Zale

Vote on recommendation:

App: Unanimous Opp: 0 Abs: 0

Motion passes.

BIO 132: Introduction to Biotechnology: Concepts and Issues

New Course

BIO 251: Introduction to Biomolecules and Molecular Biology

New Course

BIO 252: Introduction to Biomolecules and Molecular Biology-Lab

New Course

Motion to accept recommendations:

Mov: M. Laskowski-Sachnoff Sec: S. Altman

Vote on recommendations:

App: Unanimous Opp: 0 Abs: 0

Motion passes.

Biotechnology Option-Science Transfer

New Curriculum

Motion to accept recommendation:

Mov: S. Altman Sec: N. Picioccio

Vote on recommendation:

App: Unanimous Opp: 0 Abs: 0

Motion passes.

Liberal Arts African–American Studies A.A.

New Curriculum

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Motion to accept recommendation:

Mov: M. Laskowski-Sachnoff Sec: N. Picioccio

Vote on recommendation:

App: Unanimous Opp: 0 Abs: 0
Motion passes.

Liberal Arts Genocide and the Holocaust A.A.
New Curriculum

Motion to accept recommendation:
Mov: S. Altman Sec: T. Orosz

Vote on recommendation:
App: Unanimous Opp: 0 Abs: 0
Motion passes.

Liberal Arts Philosophy A.A.
New Curriculum

Motion to accept recommendation:
Mov: N. Picioccio Sec: M. Laskowski-Sachnoff

Vote on recommendation:
App: Unanimous Opp: 0 Abs: 0
Motion passes.

Liberal Arts Early Childhood Education A.A.
New Curriculum

Motion to accept recommendation:
Mov: T. Orosz Sec: N. Picioccio

Vote on recommendation:
App: Unanimous Opp: 0 Abs: 0
Motion passes.

Early Childhood A.S.
New Curriculum

Motion to accept recommendation:
Mov: D. Trainor Sec: N. Picioccio

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Vote on recommendation:
App: Unanimous Opp: 0 Abs: 0
Motion passes.

H. Educational Resources - Professor Susan Altman, Chair

Charge:

Consider the most beneficial means to communicate course information

Report:

We are currently continuing our research on how information is currently communicated. We have invited Aretha Watson to come to our meeting to discuss the communication of course material from the viewpoint of the registrar's office.

We hope to write a recommendation at our March meeting to present to the College Assembly in April.

NEW BUSINESS

None

REPORT OF THE CHAIR

1. All curriculum items that came before the College Assembly at the February 5, 2009 meeting were approved and signed by the College President and are to be implemented by the Vice President for Academic and Student Affairs.
2. The following Fast-Track curriculum items were approved:

Computer and Information Systems General Option

The language of instruction in the problem solving and programming sequence is updated from C++ (CSC133, CSC134 and CSC236) to Java (CSC161, CSC162 and CSC236).

Typographical errors are corrected: CSC106 is no 3 credits and the last line in semester IV is the Technical Elective.

CHM 240: Research in Chemistry

Change in the Catalog description. Students will engage in a scientific investigation under the guidance of a research scientist in an academic institution. A faculty member of the Middlesex County College Chemistry/Physics Department will monitor the project. The research scientist and the MCC Chemistry faculty will jointly assess the student's work. The assessment includes between 180-220 hours of lab work, library work, data analysis, a written report and oral presentation. This course can be used to fulfill Sci/Mat elective or Chm elective but not both,

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for the Science Transfer/Chemistry Program. Students are expected to provide their own transportation.

Chemistry Option – Science Transfer

Create a new option for chemistry named Chemistry Option-Pre Professional. The curriculum for this option is the curriculum which was used prior to 2008 and includes biology.

MCT 220: Introduction to Robotics and Control Systems
Remove Prerequisite: PHY 121

3. Dr. La Perla-Morales signed the recommendation by the College Assembly on February 5, 2009 and subsequently forwarded it for implementation.
 - a. That sensitivity training for all faculty and staff be increased and that relevant campus issues be addressed as part of one of the upcoming faculty obligation days. It is further recommended that all faculty and staff be encouraged to attend and participate in upcoming and future diversity related activities, such as those scheduled as part of Diversity Day. Development of a workshop which incorporates MCC students' perspectives on diversity for all students, faculty, and staff to attend is also recommended.
This recommendation is to be implemented by the Vice President for Academic and Student Affairs.
4. The next meeting of the College Assembly will be held on Thursday, April 2, 2009 at 2:00 p.m.

RECOGNITION AND HEARING FROM THE PUBLIC

Professor Picioccio expressed concern regarding the cancellation of Monday classes this semester due to two holidays and a snow day. Dr. Hays stated that if anyone had any suggestions on how to address this, without extending the semester, to please email her.

Professor Altman announced that April is Liberal Arts Month and the College has put together a number of guest speakers and events to celebrate. A complete listing is on the InfoNet. Please encourage your classes to attend these exciting events.

Ms. Debra Wolfe expressed concern that the Edison Light Transit Commuter Shuttle, which is a limited special transit shuttle bus service to and from the Edison Train

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Station and predetermined locations along Plainfield Avenue, does not have a stop at the College. Professor Ellison answered that this is out of the realm of College Assembly.

ADJOURNMENT

Motion to Adjourn:

Mov: S. Altman Sec: D. Trainor

There being no further business, the meeting was adjourned at 3:35 p.m.

Respectfully submitted,

Richard Ellison
Chair, College Assembly

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