

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

**DEANS:** M. Brinson, M. Conners, R. Luke.

**DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:**

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

**FACULTY:** S. Biswas, N. Dhandra, T. Drew, M. Edwards, N. Granuzzo, S. Majiduddin,  
U. Narayanan, J. Ostacher, N. Picioccio, A. Rivera, M. Scanlon, T. Young

**STUDENTS:** N. Albulhasan, A. Alaigh, C. Ashbourne, T. Frierson, J. Gabriel, P.  
Hornak, C. Keefe, G. Petrie, J. Sapiezynski, L. Sarfati, A. Unglert, Z. Zhao

**SUPPORT STAFF:** G. Jurick, 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, E. Griffith, K. Hays, H. Holbeck, M. Kim, S. Larkin, M.P. Maciolek, J.  
Ramirez, H. Wojtyla

**PARLIAMENTARIAN:** J. Kruszewski

**MEMBERS ABSENT**

**DEANS:** M. Laskowski-Sachnoff\*

**DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:**

**FACULTY:** S. Altman\*, C. Pean\*, E. Reid\*, J. Waintraub\*, S. Zale\*

**STUDENTS:** W. Ferrell, M. Karolewski, G. Perdomo, J. Pinero

**SUPPORT STAFF:** M. Ambroziak\*, R. Nunez\*, B. Rosen\*

\*Excused

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With a quorum present, Theresa Orosz called the November regular meeting of the College Assembly to order on Thursday, November 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. Young Sec: S. Biswas

Minutes were accepted with the following corrections: On page 2 of the October 1, 2009 minutes, under Members Present, Department Chairs/Directors/Administrators was revised to read : S. Barnhart, J. Dunning, M. Foley, J. Herrling, T. Montani, R. Roy, D. Trainor

### **UNFINISHED BUSINESS**

None

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

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

Charge:

Review the proposal submitted by the Department of Dental Auxiliaries Education regarding changes to the Standards of Progress for the Dental Hygiene Program. Make appropriate recommendations regarding request for approval.

Proposed changes:

1. Maintain a cumulative grade point average of 2.0.
2. Must achieve a "C" grade or better in all science courses to satisfy degree requirements.
3. Must achieve a "C" grade or better in all dental hygiene courses in order to progress in the curriculum.
4. An unsatisfactory grade (i.e. a grade less than "C") in any first semester dental hygiene course results in dismissal from the program. The student has the option to reapply to the Dental Hygiene Program. Upon readmission, the student is required to retake DHY 107-Preventive Oral Health Services I in addition to any other failed courses.
5. If a student earns a grade of less than "C" in any dental hygiene course other than the first semester courses, the student may retake the course the next time it is offered, and if space is available in the program for the student to return. Upon returning, the student is also required to retake the Preventive Oral Health Services course that is the co-requisite for the semester they return. Students retaking clinical courses must

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adhere to the conditions outlined in the Dental Hygiene program's *Policy for Returning Students*.

A student may retake a failed dental hygiene course only once; any subsequent failure(s) in the same dental hygiene course will result in dismissal from the Dental Hygiene Program.

6. Students who are dismissed from the Dental Hygiene Program have the option to re-apply.

Recommendation:

The Task Force recommends that the changes be accepted as stated.

Rationale:

This is only a change in wording to the presently existing, College Assembly approved, Standards of Progress for Dental Hygiene.

Among a subset of Dental Hygiene students, there has been some misinterpretation of the standards that exist and the Dental Hygiene program is looking to reword these standards to clarify options and ramifications to students failing a DHY class.

The proposed Standards of Progress are more explanatory and descriptive of the consequences to students if they fail a DHY course.

Additional Information:

Current standards:

1. Must achieve a "C" grade or better in all Dental Hygiene courses.
2. Any student achieving a grade less than a "C" in Dental Hygiene courses will be dropped from the program.
3. For readmission to the first semester the student must be in good academic standing to re-apply and be re-ranked.
4. May retake a Dental Hygiene course only once.
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.

Motion to accept recommendation:

Mov: N. Picioccio Sec: R. Luke

Vote on recommendation:

App: Unanimous Opp: 0 Abs: 0

Motion passes.

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Charge:

Investigate the feasibility of faculty members administratively withdrawing students who never attended their class by the mid-term point of the semester.

What are the advantages and disadvantages? Make appropriate recommendations.

**Recommendation:**

The Task Force recommends that we continue with the current policy and the committee does not recommend administrative withdrawal.; however, it is recommended that a statement be added to the college catalog and other appropriate documents (i.e. course abstracts, the pathfinder) stating that failure to attend class does not constitute a drop; students must follow the policy and procedures for withdrawal from a course.

**Rationale:**

A recent survey of all NJ 2-year colleges found that MCC's current policy is consistent with other colleges in the state.

The task force felt that it is the students' responsibility to withdraw when they do not attend or perform well in their courses and therefore, the burden shouldn't be placed upon the instructors or administration.

The current withdrawal policy is liberal and gives students ample time to withdraw from a class and receive a W grade. Furthermore, students are officially notified a minimum of two times prior to the drop date (early warning and a mid-term grade notification) giving them sufficient information/warning that they are in danger of receiving a failing grade if they do not drop the course.

Also, as was previously mentioned in the recommendation on April 10, 2007, and again in the report on Nov. 1, 2008, if an instructor or an administrator withdraws a student at midterm, MCC is rewarding the student who stops attending class early in the semester and punishing the one who stops attending after the midterm period. The student in both situations did not meet the course objectives or expectations and should have the same grade.

**Motion to accept recommendation:**

Mov: S. Biswas    Sec: M. Foley

During the discussion of the recommendation, it was asked if the task force had surveyed other colleges. Dr. Allen, the task force's subcommittee chair, reported that the task force investigated the possibility of the N grade and found that three colleges in the state (Burlington, Camden, and Gloucester) have the equivalent of a non punitive N grade. However, five other colleges (Bergen, Salem, Sussex, Union, and Warren) Meeting of the College Assembly – November 5, 2009

have an N grade that does count toward the GPA as an F. Given this data, the task force felt that it was prudent to continue with the current policy.

During the discussion, Dr. Luke stated that an N grade would give insight into whether the student walked away from a class or attended the class and received a grade of F.

A question regarding how the recommendation came about was answered by Ms. Orosz who stated it was submitted in response to a campus-wide request for recommendations during the summer.

Vote on recommendation:

App: Unanimous    Opp: 0    Abs: 0

Motion passes.

**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**

No Report

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

No Report

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

No Report

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

Recommendation:

SCI 116: Introduction to Renewable Energy  
New Course

Motion to accept recommendation:

Mov: N. Picioccio    Sec: S. Barnhart

Discussion followed to change the wording on page 2, under Prerequisite(s) to: MAT 107 or Higher in order to be consistent with the prerequisite wording that appears on page 5 of the course approval form and in the course abstract. The change in wording was noted by Ms. Orosz.

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Vote on recommendation:

App: Unanimous    Opp: 0    Abs: 0

Motion passes.

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

No Report

### NEW BUSINESS

None

### REPORT OF THE CHAIR

1. All curriculum items that came before the College Assembly at the October 1, 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:
  - ELT 224: Communication Electronics
  - Health Science A.A.S.
  - Medical Laboratory Technology A.A.S.
  - Paralegal Studies Certificate
3. One of the original charges to the Task Force on Community Concerns has been revised. The original charge read as follows: Investigate expanding the College marketing strategy to attract and interest non-English speaking parents of potential students. 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.  
The charge as revised should read as follows: 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.
4. The Academic Standards Task Force was assigned an additional charge to review the proposal submitted by the Department of Dental Auxiliaries Education regarding changes to the Standards of Progress for the Dental Hygiene Program. Make appropriate recommendations regarding request for approval.

Professor Orosz stated that this additional charge was presented today and approved by the Assembly.

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5. The College's 2009-2012 strategic plan was emailed to all members of the College Assembly. The President is welcoming comments regarding the strategic plan and in keeping with the timeline that was included, Dr. LaPerla would like to receive any thoughts and comments by Friday, November 13<sup>th</sup>

6. The Middle States Steering committee is seeking volunteers for various work groups as work begins on our Self Study report. There is a particular need for faculty and student members so that there is equitable representation from all segments of the campus. Students are particularly encouraged to volunteer; their voices need to be heard and they have valuable insight to share. Again, all members of the College community are invited to volunteer. If you are interested you should contact Professor John Gutowski or Dr. Ronald Goldfarb.
7. The next meeting of the College Assembly will be held on Thursday, December 3, 2009 at 2:00 p.m.

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

Mr. Ramirez stated in light of the current and worldwide concern with the H1N1 (Swine Flu) he would like to recommend that the College Assembly make recommendations to ensure that all rest room hand dryers and paper towel dispensers are operational. He expressed concern that a hand dryer in the Main Hall bathroom is not working and suggested that a paper towel dispenser be installed. He also suggested that hand sanitizer dispensers be placed in various locations around campus. Ms. Orosz responded that H1N1 information is posted on the College home page. She said that while this was not a policy issue for College Assembly, facilities should be alerted if hand dryers or paper towel dispensers are broken.

A student expressed concern that handicap parking is inaccessible at the gated parking lot behind Chambers Hall. Ms. Orosz responded by suggesting that the individuals go stop at the information window at the Gateway to request the access code for the gated parking lot.

Michelle Foley, Director of the Nursing program announced that the National League for Nursing Accrediting Commission onsite visitors recommended that the Nursing Program receive initial accreditation.

### **ADJOURNMENT**

Motion to Adjourn:

Mov: Barnhart      Sec: Picioccio

There being no further business, the meeting was adjourned at 2:40 p.m.

Respectfully submitted,

Theresa Orosz  
Chair, College Assembly

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