

**MINUTES OF THE COLLEGE ASSEMBLY MEETING
MARCH 6, 2014
MEMBERS PRESENT**

DEANS: M. Brinson, M. Conners, D. Edwards

ASST.DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:
N. Berger, D. Groninger, N. Heller, J. Herron, L. S. Larkin, C. Quigley, M. Reid,

FACULTY: V. Blanco, F. Burke, G. Bedoya, A. Dzurisin, R. Foley, N. Granuzzo, H. Holbeck, N. Picioccio, A. Rivera, E. Shur

STUDENTS: A. Alarcon, Q. Dang, J. Fernandez, D. Garoniak, L. Jackson, L. Jackson, R. Logan, M. Paracha, R. Rivera, E. Villapiano,

SUPPORT STAFF: A. Giles, K. Nagy, B. Roa, W. Rodriguez, S. Wajda

TASK FORCE CHAIRS:

Academic Standards: G. Allen

Accessibility for Persons with Disabilities: T. Canavera

Bylaws: D. Gardner

Campus Diversity: L. Nagarajan-Iyer

Campus Life and Community Concerns: T. Halasinski

Curriculum: N. Picioccio

Educational Resources: M. Maciolek

GUESTS: P. Farrett, M. Nester, M. Paul, T. Orosz, C. Pean,

PARLIAMENTARIAN: J. Kruszewski

MEMBERS ABSENT

DEANS: M. Laskowski-Sachnoff*

ASST.DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS: L. Lederer*, K. Pearle*

FACULTY: N. Archer*, E. Christensen*, E. Dikun, J. Misuraca*, U. Narayanan*, E. Reid*, E. Schatz*, S. Zale*

STUDENTS: B. Barrera, K. Christensen*, D. Cyckowski, P. Dhiman, D. Kendle*, I. Leo, D. Molina

SUPPORT STAFF:

*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 6, 2014 at 2:10 p.m. in the Rose M. Channing Danzis Amphitheater, L'Hommedieu Hall.

Professor Nickerson reminded the Assembly that the Bylaws is temporarily suspended in order for the College Assembly and its Task Forces can continue to conduct business while the Task Force on Bylaws finalizes its charge.

APPROVAL OF MINUTES

Motion to approve minutes:

Mov: D. Edwards Sec: A. Dzurisin

Minutes are accepted as presented.

UNFINISHED BUSINESS

None

REPORTS OF THE STANDING TASK FORCES

A. Academic Standards – Dr. George Allen, Chair

No Report

B. Accessibility for Persons with Disabilities-Ms. Tara Canavera, Chair

No Report

C. Bylaws – Professor Donna-Marie Gardner, Chair

No Report

D. Campus Diversity - Professor Lakshmi Nagarajan-Iyer, Chair

No Report

E. Campus Life and Community Concerns – Dr. Thomas Halasinski, Chair

Charge:

Investigate the need for a policy regarding the use of electronic cigarettes in the classroom and on campus. Make appropriate recommendations.

Recommendation:

The growing use of electronic cigarettes and similar vapor inhalation devices in our community and on our campus necessitates the need for a college-wide policy concerning these types of devices. We recommend our campus policy include electronic cigarettes and similar devices with those tobacco products already prohibited from use in all locations owned, leased or otherwise utilized for College purposes and over which the College has control of the smoking policy. The use of

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electronic cigarettes and similar devices along with tobacco smoking should be permitted only in an individual's vehicle at any Middlesex County College location.

Rationale:

Brief Description of Electronic Cigarettes

Electronic cigarettes are cigarette-shaped devices containing a liquid solution that is heated, vaporized and inhaled by the user. The liquid solution is often a mixture of propylene glycol, glycerin, water, and nicotine. Different flavorings may also be added to the solution. Although these devices do not normally contain tobacco, they can be used to simulate the experience of smoking tobacco.

Potential Benefits in Using Electronic Cigarettes

1. As electronic cigarettes do not burn tobacco, the vapor from these devices do not contain the numerous toxicants and carcinogens found in conventional cigarette smoke. Early studies have also shown that the average concentration of nicotine in secondhand vapor from electronic cigarettes is approximately a factor of 10 less than that found in conventional cigarette smoke [Czogala et al., 2013].
2. Nicotine is a highly addictive substance which makes it very difficult to quit smoking. Our College does have a special interest in assisting our campus community members in their efforts to quit smoking and electronic cigarettes do hold some potential benefit as smoking cessation devices. However, further studies are needed to determine if electronic cigarettes are useful smoking cessation devices or if they serve as “gateway” to nicotine addiction devices [Odum et al., 2012].

Major Concerns with the Use of Electronic Cigarettes

1. Electronic cigarettes are not yet regulated by the U.S. Food and Drug Administration. This lack of regulation means that one cannot be certain of the chemicals contained within the devices and the health risks that they pose.
2. At least one study has concluded that use of electronic cigarettes were found to have immediate adverse physiologic effects after short-term use that are similar to some of the effects seen with tobacco smoking; however, the long-term health effects of electronic cigarette use are unknown but potentially adverse and worthy of further investigation [Vardavas et al., 2012].
3. Some of the electronic cigarette brands look very similar to conventional cigarettes. Use of electronic cigarettes on our campus might cause some confusion amongst campus community members who may not be familiar with our College's smoking policy. Furthermore, even if one makes an assumption that secondhand vapor from an electronic cigarette is safe, the similarity of secondhand vapor and secondhand tobacco smoke would make it difficult to immediately ascertain whether a person was just subjected to “safe” secondhand vapor or secondhand tobacco smoke. It is the responsibility of all members of

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our campus to make sure others are not threatened by unknown substances and experience a safe and healthy environment on College grounds at all times.

Our Recommendation to Prohibit the Use of Electronic Cigarettes on our Campus

New Jersey state law prohibits the use of electronic cigarettes in indoor public places and workplaces [P.L. 2009, c.182]. Specifically mentioning electronic cigarettes and similar devices in our campus policy should increase familiarity of the law amongst our campus and community members. As the health benefits and risks of using these types of devices has not yet been fully ascertained, we recommend that use of electronic cigarettes and similar devices along with tobacco smoking should be permitted only in an individual's vehicle at any Middlesex County College location.

Summary of Relevant NJ Laws, NJ Bills and MCC Policy on Smoking and Use of Electronic Cigarettes

New Jersey P.L. 2005, c.383 (approved April 15, 2006): The "New Jersey Smoke-Free Air Act" prohibits smoking in indoor public places and workplaces.

New Jersey P.L. 2009, c.182 (approved January 11, 2010): Prohibits use of "electronic smoking devices" in indoor public places and workplaces.

MCC Policy No. 3.19.0 (adopted June 23, 2010): Effective July 1, 2010, the smoking of tobacco products shall be prohibited in all locations owned, leased or otherwise utilized for College purposes and over which the College has control of the smoking policy. Smoking at any Middlesex County College location is permitted only in an individual's vehicle.

New Jersey Bill, Assembly, No. 1978 (introduced January 16, 2014 and referred to Assembly Higher Education Committee): Prohibits use of tobacco products on the grounds of any public or private institution of higher education. The current version of the text amends P.L. 2005, c.383 to include: "Smoking" means the burning of, inhaling from, exhaling the smoke from, or the possession of a lighted cigar, cigarette, pipe or any other matter or substance which contains tobacco or any other matter that can be smoked, or the inhaling or exhaling of smoke or vapor from an electronic smoking device.

Electronic Cigarettes and Smoking Policies at Other NJ County Colleges

Currently, five of the nineteen NJ County Colleges include electronic cigarettes in their smoking policies:

Brookdale CC: Prohibits the use of electronic cigarettes except in private vehicles.

Burlington CC: Use of electronic cigarettes is prohibited on College property, including parking lots.

Morris CC: Use of electronic cigarettes is prohibited anywhere on-campus except inside individual's personal automobiles.

- Raritan CC: Electronic cigarettes are prohibited in all College areas with the exception of main campus parking lot areas that are at least 100 feet from any College building.
- Warren CC: Electronic cigarettes are only permitted in specific outside areas as designated by the College.

References

- Czogala, J. et al., Secondhand Exposure to Vapors from Electronic Cigarettes. *Nicotine & Tobacco Research* [Online early access]. DOI: 10.1093/ntr/ntt203. Published Online: Dec. 11, 2013.
- Odum, L. E. et al., Electronic Cigarettes: Do They Have a Role in Smoking Cessation? *Journal of Pharmacy Practice* **2012**, 25, 611-614.
- Vardavas, C. I. et al., Short-term Pulmonary Effects of Using an Electronic Cigarette. *Chest* **2012**, 141, 1400-1406.

Motion to accept recommendation:

Mov: N. Picioccio Sec: C. Quigley

Vote on recommendation:

App: Majority Opp: 1 Abs: 1

Motion passes.

F. Curriculum - Professor Nicholas Picioccio, Chair

No Report

G. Educational Resources - Professor Mary-Pat Maciolek, Chair

Report:

The February 13th 2014 Educational Resources Task Force meeting was cancelled due to snow. The meeting was rescheduled for February 27th 2014. The charge and recommendations stated below were originally presented in 2011-2012; however, no action was taken at that time. Given the nature of the charge and the campus upgrades with regard to computer laboratory space and the amount of telecommunications bandwidth, the Educational Resources will investigate the relevancy of the charge as presented. Subsequent action will then be determined. The next Educational Resources Task Force meeting is scheduled for March 20th 2014.

Charge #3:

Due to limited open computer laboratory space on campus and at the centers, as well as the amount of telecommunications bandwidth needed for social media, music and video downloading websites, investigate the need to control the availability of these types of websites at all college locations. Survey

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departments to determine the needs for access to these sites. Make appropriate recommendations.

Recommendation #1:

Limit the use of social networking to specific computer labs at Middlesex County College. The recommendation is to allow open access to all sites including social media sites such as Facebook, Twitter, Tumblr, and Flickr, etc. in the Bunker Lounge in the College Center on the Edison campus. Currently, the only other open computer laboratories for general purpose use at the Edison Campus are in the Library and South 1. It is recommended that social media sites be blocked from these two labs to allow the use of these computers for the majority of the college campuses' assigned course work. It is also recommended that computer labs that are designated as available labs for specific departments with software loaded for particular departmental courses also be able to block these social media sites at the department's discretion. This would allow students access to the specific software needed to complete their assigned course work.

Recommendation #2:

To address the need to provide additional open computer lab space, current computer labs can be additionally utilized since there are many hours during the week when these laboratories are closed and not available to students for academic needs. Individual departments which manage designated computer labs should identify specific times each semester when students can come in and use the computers for legitimate academic course work. During these open lab times, these labs will need to be monitored by a Student Technical Assistant (STA).

NEW BUSINESS

None

REPORT OF THE CHAIR

1. The following Fast-Track curriculum items were approved:

DTC 101: Introduction to Dietetic Technology

Change in course code: HCD 151

DTC 102: Tools and Techniques of the Nutrition Care Process

Change in course code: HCD 152

DTC 208: Supervised Field Experience – Nutrition Care

Change in course code: HCD 155

DTC 209: Supervised Field Experience: Foodservice Systems Management

Change in course code: HCD 256

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- DTC 210: Supervised Field Experience: Clinical, Community, Foodservice
Change in course code: HCD 257
- DTC 220: Seminar in Dietetic Technology
Change in course code: HCD 259
- HRI 101: Introduction to Hotel, Restaurant and Institutional Management
Change in: course code: HCD 101, course name: Introduction to the Hospitality Industry, course description
- HRI 103: Principles of Food Selection and Preparation
Change in: course code: HCD 102, course name: Food and Cooking Fundamentals, added co-requisite: HCD 104, course description
- HRI 105: Basic Nutrition
Change in course code: HCD 105
- HRI 107: Baking Fundamentals
Change in course code: HCD 106, course description
- HRI 108: Quantity Food Production
Change in course name: Quantity Food Production and Menu Design, course code: HCD 112, added co-requisite: HCD 108, course description
- HRI 109: Professional Culinary Techniques
Change in course code: HCD 114
- HRI 110: Supervisory Development in the Lodging and Foodservice Industry
Change in course code: HCD 125, course name: Management and Leadership in the Hospitality Industry
- HRI 111: Culinary Arts Externship
Change in course code: HCD 225, added prerequisites: HCD 102, HCD 108, HCD 112, course description
- HRI 114: Garde Manager
Change in course code: HCD 130, course description
- HRI 115: Foodservice Operations
Change in course name: HCD 124, course description
- HRI 116: Professional Pastry Technique
Change in course code: HCD 116, course description
- HRI 118: Cakes, Decorating and Specialty Techniques
Change in course code: HCD 118
- HRI 120: Baking & Pastry Arts Externship
Change in course code: HCD 224, added prerequisites HCD 108, HCD 116, HCD 118, course description
- HRI 201: Hotel-Motel Front Office Operations
Change in course code: HCD 201, course name: Hotel Front Office Operations, course description
- HRI 203: Banquet & Dining Room Management
Change in course code: HCD 230, added prerequisite HCD 112, course description

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- HRI 204: Seminar and Cooperative Work Experience
Change in course code: HCD 204
- HRI 205: Food and Beverage Controls and Purchasing
Change in course code: HCD 206, course name: Food Purchasing and Cost Controls
- HRI 206: Merchandising for the Hospitality Field
Change in course code: HCD 207, course name: Marketing for the Hospitality Industry, course description
- HRI 208: Foodservice Sanitation
Change in course code: HCD 108, course description
- HRI 210: Introduction to Medical Nutrition Therapy
Change in course code: HCD 241
- HRI 213: Food Service Systems Management in Dietetics
Change in course code: HCD 243
- HRI 214: Nutrition Fundamentals for Nursing
Change in course code: HCD 247, change in prerequisite: BIO 112
- HRI 215: Beverage Management
Change in course code: HCD 216, course description
- HRI 218: Nutrition Throughout the Life Span
Change in course code: HCD 245
- HRI 220: Training Development of Hospitality Management
Change in course code: HCD 211, course name: Training Development In Hospitality Management
- HRI 240: Food Science and Technology
Change in course code: HCD 240
- HRI 250: Law for Hospitality Operations
Change in course code: HCD 209
- DHY 204: Dental Materials
Change in course code
- MEC 250: Solid Modeling
Change in prerequisite
- PSR 207: Community Resource Management and the Individual with Severe Mental Illness
Change in course description
- PSR 209: Emerging Topics in Psychosocial Rehabilitation and Treatment
Change in course description

2. 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 your colleagues and your students to get them involved.

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3. The next meeting of the College Assembly will be held on Thursday, April 3, 2014 at 2:00 p.m.

RECOGNITION AND HEARING FROM THE PUBLIC

None

ADJOURNMENT

Motion to Adjourn:

Mov: L. Jackson Sec: G. Bedoya

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

Respectfully submitted,

Jeremy Nickerson
Chair, College Assembly

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