

**MINUTES OF THE COLLEGE ASSEMBLY MEETING  
OCTOBER 7, 2010  
MEMBERS PRESENT**

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

**DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:**

V. Blanco, M. Foley, L. Lederer, R. Roy

**FACULTY:** J. Altman, S. Biswas, C. Bowers, N. Granuzzo, V. Kanwal, L. Nagarajan, U. Narayanan, J. Ostacher, C. Pean, N. Picioccio, C. Reilly, J. Saborido, T. Young, S. Zale

**STUDENTS:** J. Barth, D. Fade, C. Freund, D. Gillet, Z. Hou, M. Madurski, N. Robles, M. Scognamiglio, D. Stevens, M. Wyatt

**SUPPORT STAFF:** G. Jurick

**TASK FORCE CHAIRS:**

**Academic Standards:** T. Young

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

**Bylaws:** A. Picardo

**Campus Diversity:** B. Serrano

**Campus Life:** R. Foley

**Community Concerns:** T. Halasinski

**Curriculum:** J. Lansinger

**Educational Resources:** N. Picioccio

**GUESTS:** N. Archer, M. Broad, R. Cole, P. Farrett, J. Ferrell, J. Gipson, K. Hays, H. Holbeck, M. Kim, S. Lee, C. McSpedon, A. Miller, J. Nickerson, K. Pearle, G. Reynolds, A. Smith, M. Yorkanis,

**PARLIAMENTARIAN:** J. Kruszewski

**MEMBERS ABSENT**

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

**DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:** J. Dunning\*, J. Herrling\*, T. Sabol\*

**FACULTY:** E. Christensen\*, E. Daidone\*, N. Dhanda\*, C. Pean\*

**STUDENTS:** T. Alston\*, S. Arooj, R. Coste\*, R. Furman, Z. Gao\*, K. Mrowiec\*

**SUPPORT STAFF:** M. Ambroziak\*, M. Hilton\*, R. Nunez\*, T. Varites\*

\*Excused

Meeting of the College Assembly – October 7, 2010

With a quorum present, Theresa Orosz called the October regular meeting of the College Assembly to order on Thursday, October 7, 2010 at 2:10 p.m. in the Rose M. Channing Danzis Amphitheater, L'Hommedieu Hall.

Ms. Orosz introduced Dr. La Perla-Morales, who, in her remarks, commented on several recommendations that were approved by the Assembly last year including the non-smoking policy, the creation of additional handicap parking in the front of Edison Hall, and the new Dietetics Transfer A.S. degree. The President stressed the importance of Middle States and the strategic plan and the need to keep both in mind for the work that is being done for College Assembly. She congratulated Michelle Foley, Program Director of the Nursing program who was named the Outstanding Nurse Educator by the National League for Nursing (NLN). She also congratulated the first graduating nursing class from the joint program with Raritan Bay Medical Center for achieving a passing rate of almost 98% on the NCLEX exam. She concluded by wishing the Assembly well as the year progresses and looks forward to receiving the Assembly recommendations.

Ms. Orosz introduced Dr. Hays, who, in her remarks, introduced and welcomed the new Dean for the Division of Arts and Sciences, David Edwards and the new Assistant Dean, Kathleen Pearle. Dr. Hays announced that the Middle States site visit will take place in March, with more information on the visit forthcoming as the semester unfolds. She stated that the College is continuing with assessment and strategic plan activities, and this information is available on the InfoNet. She concluded by wishing the Assembly well for the academic year.

Ms. Orosz thanked Dr. La Perla and Dr. Hays for their remarks. She welcomed everyone to a new year for College Assembly and thanked them in advance for the work that they will be undertaking this academic year. She stated that the College Assembly members and Task Forces are responsible for making recommendations that affect academic, student, and other College affairs to the President of the College, with the ultimate goal to support the student success and uphold the College's academic standards. She encouraged everyone to actively participate and to do so with professional consideration for others.

Ms. Orosz thanked the Office of the Vice President for Academic and Student Affairs for the refreshments that were provided for the meeting. She acknowledged and thanked the Parliamentarian and Assembly webmaster, Mr. John Kruszewski. She also introduced Lisa Sgro, Departmental Assistant to the College Assembly and provided information regarding the College Assembly office location, phone number, and email address.

Meeting of the College Assembly – October 7, 2010

Ms. Orosz stated that in keeping with the College's administrative reorganization, the Task Force on Bylaws was charged with reviewing the Bylaws and making

recommendations for revisions which uphold the principal of proportional representation by students, faculty, support staff and administration and which also reflect the current organizational structure. Since the current Bylaws do not reflect the new organizational structure of the College, it is necessary to temporarily suspend the Bylaws so that the College Assembly and its Task Forces can continue to conduct business while the Task Force on Bylaws finalizes its charge. Therefore per Article XI, Section 1.1102 regarding suspension of the Bylaws, she asked for unanimous consent that Article IV, section 1.0400 regarding College Assembly Membership and Article VII, Section 1.0705 regarding Task Force Methods of Membership be suspended until the completion of the Bylaws Task Force charge, at which time regular order can be reinstated. By consensus, all members of the Assembly were in favor of suspending the Bylaws.

### **APPROVAL OF MINUTES**

Motion to approve minutes:

Mov: V. Kanwal      Sec: S. Zale

Minutes are accepted as presented.

### **UNFINISHED BUSINESS**

None

Ms. Orosz announced that the Task Force Organizational meeting was held on Thursday, September 23, 2010. After a brief introduction and welcome by Dr. La Perla-Morales and Dr. Hays, the Task Force members met, elected chairs, and set future meeting dates.

The Task Force Chairs are:

Academic Standards:	Professor Tracy Young
Accessibility for Persons with Disabilities:	Dr. Virender Kanwal
Bylaws:	Professor Alice Picardo
Campus Diversity:	Ms. Blanca Serrano
Campus Life:	Professor Ronald Foley
Community Concerns:	Dr. Thomas Halasinski
Curriculum:	Dr. Janet Lansinger
Educational Resources:	Professor Nicholas Picioccio

Meeting of the College Assembly – October 7, 2010

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

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

Professor Young reported that the Task Force reviewed and formed subcommittees for their charges, appointed chairs for the subcommittees, and also established their meeting dates for the fall semester.

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

Dr. Kanwal reported that the Task Force reviewed their charges and made a list of visitors to invite to their meetings. She noted that the Task Force has three dedicated students and hopes their feedback will bring necessary changes and make a difference.

**C. Bylaws – Professor Alice Picardo, Chair**

Professor Picardo reported that the Task Force reviewed their charges and established their meeting dates for the fall semester. She also stated that the Task Force will be working with the Accessibilities for Persons with Disabilities Task Force to address the charge regarding the possible increase in duration of term for members of the Accessibility Task Force.

**D. Campus Diversity – Ms. Blanca Serrano, Chair**

Ms. Serrano reported that the Task Force reviewed their charge of examining the depth and breadth of diversity content in MCC's existing curricula. Department chairs were contacted for information related to the charge and Doug Overstreet from the office of Research and Planning was also contacted requesting data on the student body. The next Task Force meeting is scheduled for October 14<sup>th</sup> at 2:00 p.m. in TSC.

**E. Campus Life – Professor Ronald Foley, Chair**

Professor Foley reported that the Task Force reviewed and prioritized all of their charges and established their meeting dates for the fall semester.

**F. Community Concerns – Dr. Thomas Halasinski, Chair**

Dr. Halasinski reported that the Task Force reviewed their charges and set their meeting dates for the fall semester.

**G. Curriculum - Dr. Janet Lansinger, Chair**

Dr. Lansinger reported that the Task Force reviewed their charges as well as their continuing charge to evaluate all new or revised curricula and programs. The Task Force also set their meeting dates for the fall semester.

Meeting of the College Assembly – October 7, 2010

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

Professor Picioccio stated that the Task Force reviewed their charges. He noted that the three students on their Task Force provided great input. The next Task Force meeting will be on October 14<sup>th</sup> at 2:00 p.m. in IRC 134.

## **NEW BUSINESS**

Dr. Steven Zale, Chair for the Chair-Elect Nominations Committee of the College Assembly, announced two nominees for Chair-Elect:

Professor Jeremy Nickerson – Department of Visual, Performing and Media Arts  
Ms. Denise Watson – Assistant Director, New Brunswick Center

According to the Bylaws nominations from the floor of the College Assembly will be accepted at the November meeting. The candidates will be asked to give a short presentation at the December meeting and voting for the Chair-Elect will occur immediately following the speeches. The College Assembly office will send information out to the candidates so that they can provide biographical information to the Assembly. This information will be included in the Minutes of the November meeting.

## **REPORT OF THE CHAIR**

1. All curriculum items that came before the College Assembly at the May 6, 2010 meeting were approved and signed by Dr. La Perla-Morales and forwarded to the Office of the Vice President for Academic and Student Affairs for implementation. They were:
  - ENG 080: English Workshop  
New Course
  - RDG 080: Reading Workshop  
New Course
  - SOC 217: Human Behavior in the Social Environment I  
New Course
  - SOC 219: Human Behavior in the Social Environment II  
New Course
  
2. The following Fast-Track curriculum items were approved:
  - BIO 226: Biological Technology Cooperative Education  
Delete BIO 226 from the college catalog.
  - BUS 107: Computer Applications for Business  
Remove from catalogue.  
Remove from each of the appropriate programs in the Visual, Performing and Media Arts department as an option as it is no longer being offered. There will be no change in credits.

Meeting of the College Assembly – October 7, 2010

**ENG 125: English Composition II: Writing about Literature**

Remove from catalogue.

Remove from each of the appropriate degree programs in the Division of Professional Studies and in the Division of Arts and Sciences as it is no longer offered by the English department.

**Liberal Arts – General**

To include all departments within the division now that there are 2 divisions.

### Liberal Arts – Early Childhood Education

Adjust course listing in catalog to reflect PSY 226 as liberal arts elective and EDU 208 as the divisional elective.

### Liberal Arts – Education

Adjust course listing in catalog to reflect PSY 226 as liberal arts elective and EDU 121 as the divisional elective (Also correct two small errors in the description for content area electives.)

### Medical Laboratory Technology

- 1) Either a Humanities elective or a Social Science elective are required for the program according to the AAS general education requirement; and therefore we are eliminating the Humanities and keeping the Social Science Elective as stated in the proposed curriculum.
- 2) PED/HED meets the MCC requirement for the physical education/health elective. The change is to eliminate the HED requirement and only require a one credit PED.

### Nursing A.S.

In semester 4, the Nursing program states that students must take 2 general education electives. Unfortunately, it does not specify what general education courses must be taken. One course should be specified as General Education Humanities elective (GE HUM) and the other course should specify the General Education codes (GE COM, GE DIV, GE HUM, GE, GE MST, or GE SS). Additionally, the departmental advisement statement in the catalog should be removed. And the following information added:

1. General Education Humanities (GE HUM): Choose one course designated in the course descriptions as general education humanities (GE HUM)
2. General Education Elective: Choose one course designated in the course descriptions as general education communications (GE COM), or diversity (GE DIV), or humanities (GE HUM), or mathematics, science or technology (GE MST), or social science (GE SS)

### Psychosocial Rehabilitation and Treatment A.S.

#### PSR 102: Communication Techniques in Interviewing and Counseling

Remove prerequisite and corequisite: PSR 101 and the statement "or written permission of department chairperson."

#### PSR 103: Introduction to Group Dynamics

Remove prerequisite and corequisite: PSR 101 and the statement "or written permission of department chairperson."

#### PSR 104: Clinical Principles in Psychosocial Rehabilitation and Treatment

Prerequisite PSR 101

#### PSR 209: Emerging Topics in Psychosocial Rehabilitation and Treatment

Change corequisite from PSR 208 to PSR 211.

3. Dr. La Perla-Morales signed the following recommendations by the College Assembly on May 6, 2010 and subsequently forwarded them to various offices for implementation:
  - a. Academic Standards: Since honors courses and sections are currently designated only by appending "H" to the end of the course code (e.g. BIO 105H), the Task Force recommends that the parenthetical designation "(HONORS)" be added to the end of the course title to clarify and emphasize the honors status. This recommendation is to be implemented by the Vice President for Academic and Student Affairs.

- b. **Campus Life:** That the smoking gazebos should be removed to make the College a truly smoke-free environment. Smoking shall be restricted to campus parking lots with the exception of residences on Hoff Road. Removing the smoking gazebos and offering a variety of smoking cessation programs should occur concurrently.  
This recommendation is to be implemented by the Executive Council.
    - c. **Community Concerns:** That the Task Force continue to exist and has no recommendations regarding its composition.  
This recommendation is to be implemented by the College Assembly office.
- 4. The recommendation from the Educational Resources Task Force regarding electronic book readers, e-books and e-textbooks was not signed as it was felt that it would be best to await the hiring of the new Library Director.
- 5. Ms. Orosz announced that copies of two reports are available to the College Assembly. The first report is mandated by the Assembly Bylaws; it is a list of job title, division and department name changes. The Chair of the College Assembly provides written notification of these changes on the first scheduled Assembly meeting subsequent to receiving that notification. The current Assembly Bylaws already contain those changes.  
  
The second report is a summary of recommendations and curriculum matters, which came before the Assembly in 2009-2010. They were approved and signed by the President, and forwarded to the appropriate offices for implementation. This report is also available on the College Assembly website.
- 6. The next meeting of the College Assembly will be held on Thursday, November 4, 2010 at 2:00 p.m. in LH 205.

Meeting of the College Assembly – October 7, 2010

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

None

### **ADJOURNMENT**

Motion to Adjourn:

Mov: S. Biswas    Sec: V. Kanwal

There being no further business, the meeting was adjourned at 2:35 p.m.

Respectfully submitted,

Theresa Orosz  
Chair, College Assembly

:ls