

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

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

DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:

J. Dunning, M. Foley, J. Herrling, L. Lederer, R. Roy, T. Sabol

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

STUDENTS: T. Alston, J. Barth, E. Christensen, D. Fade, C. Freund, Z. Gao, D. Gillet, Z. Hou, M. Madurski, N. Robles, D. Stevens, M. Wyatt

SUPPORT STAFF: M. Hilton, G. Jurick, T. Varites

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: R. Cole, M. Corringer, K. Hays, R. Kim, S. Larkin, C. McSpedon, J. Nickerson, K. Pearle, D. Wardenski

PARLIAMENTARIAN: J. Kruszewski

MEMBERS ABSENT

DEANS: M. Laskowski-Sachnoff*

DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS: V. Blanco*

FACULTY: C. Bowers*, E. Daidone*, C. Pean*

STUDENTS: S. Arooj, R. Coste*, R. Furman, K. Mrowiec*, M. Scognamiglio*

SUPPORT STAFF: M. Ambroziak*, R. Nunez*

*Excused

Meeting of the College Assembly – November 4, 2010

With a quorum present, Theresa Orosz called the November regular meeting of the College Assembly to order on Thursday, November 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: N. Picioccio Sec: N. Dhanda

Minutes are accepted as presented.

UNFINISHED BUSINESS

Ms. Orosz announced that at the October 7, 2010 meeting the following names were presented as nominees for Chair-Elect:

Professor Jeremy Nickerson
Ms. Denise Watson

Following College Assembly Bylaws article V, section 1.0500, Ms. Orosz opened the floor for nominations for first chair-elect candidates. She noted that under clause A of article V, candidates must have served at least one semester, during the three-year period preceding the election, on the College Assembly, a College Assembly Task Force, a Division Council or a campus-wide committee recognized by the College. There were no nominations from the floor. By consensus, all members of the Assembly were in favor to close the nominations.

Ms. Orosz announced that Mr. John Kruszewski, Dean Marilyn Laskowski-Sachnoff and Dr. Steven Zale agreed to serve on the Teller's Committee and will count the ballots at the December meeting of the College Assembly. The two candidates will be asked to give a short presentation at the beginning of the December College Assembly meeting. The College Assembly office provided the candidates with instructions to guide them in the preparation of their biographical profiles which will be forwarded to all of the College Assembly members as part of the December packet.

REPORTS OF THE STANDING TASK FORCES

A. Academic Standards – Professor Tracy Young

No Report

Meeting of the College Assembly – November 4, 2010

B. Accessibility for Persons with Disabilities -

Dr. Virender Kanwal, Chair**Charge:**

Investigate the adequacy of services at the New Brunswick and Perth Amboy Campuses (including adaptive technology and assisted technology) for students with disabilities.

Report:

On Thursday, October 21, 2010, Maria Mora, Director of the Perth Amboy Campus attended the Accessibility for Persons with Disabilities Task Force meeting. She shared concerns about accommodations for students with disabilities on the Perth Amboy Campus. One of the concerns is the advance notice of classroom seat availability for wheelchair bound students.

A communication system needs to be devised and implemented to ensure that proper seating is setup in the classroom prior to start class date. The college does not possess the adjustable seat and desk sets needed. Therefore, the college borrows desks as needed from the Vocational and Technical School that shares the building property.

Charge:

Review the College plan for evacuation of students, staff, and visitors with disabilities in the event of an emergency. Working with Campus Life Task Force, make appropriate recommendations.

Report:

On Thursday, October 14, 2010, members of the Accessibility for Persons with Disabilities Task Force were invited to attend a meeting with the Campus Life Task Force concerning evacuation of persons with disabilities in emergency situations. Middlesex County College, Police Chief Smilek made the presentation. This information was shared with the entire committee.

C. Bylaws – Professor Alice Picardo, Chair

No Report

D. Campus Diversity – Ms. Blanca Serrano, Chair

No Report

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

Review the college plan for evacuation of students, staff, and visitors in the event of an emergency. Working with the Accessibility for Persons with Disabilities Task Force, include considerations for individuals with disabilities.

Meeting of the College Assembly – November 4, 2010

Report:

On Thursday, October 14, 2010, the Campus Life Task Force invited members of the Accessibility for Persons with Disabilities Task Force to attend a meeting concerning evacuation of persons with disabilities in emergency situations. Middlesex County College, Police Chief Smilek made the presentation. Preliminary findings include the presence of a well-established evacuation plan that is kept confidential by act of law in order to increase the effectiveness of such measures in the event of an emergency. With this in mind, the Campus Life Task Force is reviewing ways in which the campus community should be informed of its basic responsibilities if an emergency does arise.

Charge:

Investigate the feasibility of installing gates at all staff parking lots, issuing key cards to faculty, staff, and adjuncts to provide access to the lots, and reinstating student parking decals.

Report:

Additionally, Police Chief Smilek made the committee aware that new parking decals for faculty and staff have been designed but the design and production of such decals has not yet been approved at the executive level of the college. He also discussed challenges related to gated faculty parking lots.

F. Community Concerns – Dr. Thomas Halasinski, Chair

No Report

G. Curriculum - Dr. Janet Lansinger, Chair

No Report

H. Educational Resources - Professor Nicholas Picioccio, Chair

No Report

NEW BUSINESS

None

REPORT OF THE CHAIR

1. The following Fast-Track curriculum items were approved:
 ACC 203: Accounting Systems and Procedures
 Delete from the College catalogue. Remove from the Accounting A.A.S. program as it is no longer being offered.

Meeting of the College Assembly – November 4, 2010

Paralegal Studies - Certificate of Achievement

Curriculum revision will add a course that may be taken as an elective and set the number of credits at a minimum of 18 as required for ABA (American Bar Association) approval.

BIO 140: Ecology

To change the course title from "Ecology" to "Biodiversity and Issues in Ecology."

2. Following an inquiry and discussion with a member of the campus community the Campus Diversity Task Force charge has been revised from, "examine the depth and breadth of diversity content in MCC's existing curricula and make recommendations to adequately address gaps in course offerings, should they exist. Consideration should be given to the racial, cultural, linguistic, and ethnic makeup of the total student body with respect to whether adequate representation is reflected in the curricula" to "examine the depth and breadth of diversity content in MCC's existing curricula and make recommendations to adequately address gaps in course offerings should they exist. Consideration should be given to the racial, cultural, linguistic, ethnic makeup and sexual orientation of the total student body with respect to whether adequate representation is reflected in the curricula
3. The next meeting of the College Assembly will be held on Thursday, December 2, 2010 at 2:00 p.m.

RECOGNITION AND HEARING FROM THE PUBLIC

A student stated that the air freshener in the LH bathroom was not working. The Facilities Maintenance department was alerted and she was pleased to note that this was quickly fixed and is now working properly.

Professor Kanwal suggested that the College Assembly office send out the minutes electronically. Ms. Orosz responded that starting with the December minutes packet it will be sent electronically.

Ms. Nidia Robles, a student, expressed concern regarding student parking. She suggested that in order to alleviate student parking issues that staff not be allowed to park in student parking lots because it is closer to his/her building. Ms. Orosz responded that it's not designated as student parking but open parking for anyone that does not have a faculty or staff window sticker. Ms. Robles also suggested that MCC police should not cone off parking lots after 9:30 a.m. and redirect traffic not allowing students to utilize the available parking from students exiting. This causes more traffic, frustrations and tardiness to class. At the suggestion of Professor Saborido, Ms. Orosz responded that student parking issues could be a charge for the Campus Life Task Force.

Meeting of the College Assembly – November 4, 2010

ADJOURNMENT

Motion to Adjourn:

Mov: N. Picioccio Sec: S. Biswas

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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