

**Minutes of the College Assembly Meeting
February 5, 2014**

MEMBERS PRESENT

DEANS: M. Brinson, R. Bucciarelli, D. Edwards, J. Herron, A. Watson

ASST. DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:

J. Applebee, N. Berger, P. Farrett, F. Gordon, L. Lederer, M. Nester, K. Pearle, T. Sabol

FACULTY: V. Blanco, E. Christensen, A. Class-Rivera, E. Dikun, K. Shay, N. Granuzzo, H. Holbeck, R. Levi,
J. Misuraca, L. Nagararjan-Iyer, U. Narayanan, N. Picioccio, E. Shur, H. Swanicke

STUDENTS: Y. Canales, A. Patel, F. Sulaiman, E. Villapiano

SUPPORT STAFF: M. Curry, N. Fazekas

TASK FORCE CHAIRS:

Academic Standards: J. Misuraca

Campus Life and Community Concerns: O. Hoppe

Curriculum: N.Picioccio

Educational Resources: M. Thompson

Guests: C. Harrington, M. Kim, J. LaPerla-Morales, M.Maciolek, P. Madama, T. O'Reilly, T. Orosz,
A. Picardo, C. Quigley

Parliamentarian: J. Kruszewski

MEMBERS ABSENT

DEANS: A. Watson

ASST. DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS: L. Rodriguez-Gregory

FACULTY: G. Bedoya, F. Burke, A. Dzurisin, R. Foley, C. Wathen, S. Zale

STUDENTS: P. Akiva, P. Bonsu, G. Dekanoidze, J. Finnerty, D. Garoniak, L. Jackson, J. John, M. Paul,
P. Ramos, S. Sivakumar, S. Victoriano

SUPPORT STAFF: J. Biundo, K. Nagy, S. Wajda

*****Please note: Verbatim minutes of College Assembly meetings are available by request*****

After a brief period in which a quorum was not present due to a lack of one student member, the necessary quorum was met and Professor Jeremy Nickerson called the March 5, 2015 meeting of the College Assembly to order at 2:13PM, in the Rose M. Channing Danziz Ampitheater, L'Hommedieu Hall.

Approval of Minutes

Prof. Nickerson requested unanimous consent of the Assembly to correct the 50th Anniversary Gala Date on page 6 of the December 4, 2015 meeting minutes. Unanimous consent was given and the minutes of December 4, 2015 will be amended to reflect the accurate date of March 28, 2015.

Prof. Narayanan directed the Chairperson's attention to an additional error on page 4 of the above referenced minutes, regarding a mistake in Prof. Nagarajan-Iyer's name.

Motion to accept minutes as amended

Mot: P. Farrett Sec: J. Herron

No objections, no abstentions

Minutes accepted as amended

UNFINISHED BUSINESS

None

REPORT OF THE TASK FORCES

A. Academic Standards, J. Misuraca, Chair

Charge:

Investigate the use of the class roster photo feature in Campus Cruiser as a tool to assist faculty in learning student names and to mitigate cheating. Make appropriate recommendations.

Report:

The Department of Information Technology has already had success in their development and testing of a process that permits the import of ID photos from the ID system into the Ellucian Colleague database with the eventual plan of adding to the

course roster. The Committee supports that moving forward with having the photo on the class roster remain a goal for the 2015-16 AY.

B. Accessibility for Persons with Disabilities, G. Becker, Chair

No report

C. Bylaws, D. Gardner, H. Swanicke, Co-Chairs

No report

D. Campus Diversity, D. Johnson, Chair

No report

E. Campus Life and Community Concerns, O. Hoppie, Chair

No report

F. Curriculum, N. Picioccio, Chair

1. Certificate of Achievement In American Sign Language (new)

Motion to accept recommendations:

Mot: U. Narayanan Sec: R. Levi

Vote on recommendation:

App: 33 Opp: 0 Abs:0

Motion Passes

2. PSY100 Course (new)

Motion to accept recommendations:

Mot: K. Shay Sec: P. Farrett

Discussion:

Student member, E. Villapiano asked if this course would be used toward a specific degree. Prof. Picioccio stated that this would depend on the college to which the student transferred.

Dean Brinson asked how this course differs from the current SSD 101: Student Success course. Prof. Harrington explained that the intention is to replace SSD 101 with this course, but cannot do so until this course receives approval. She continued that, unlike the existing extended orientation course, this would be an academic course which is theoretical and research based. As per Prof. Harrington, the course will use the current text along with broader resources, and is not intended, at this time, to be made mandatory, but that issue could be addressed with the College Assembly once the course was approved. The course would have no pre-requisites.

Vote on recommendation:
App: 29 Opp: 1 Abs: 3

Motion passes

3. Fire Science Technology A.A.S. Degree (revised)

Motion to accept recommendations:

Mot: H. Holbeck Sec: H. Swanicke

Vote on recommendation:

App: 33 Opp: 0 Abs: 0

Motion passes

Note: Unanimous consent of the Assembly was given to vote on the following BIO courses as a block.

4. BIO133 (new course)

BIO134 (new course)

BIO206 course (revised)

BIO218 course (new course)

BIO219 course (new course)

Motion to accept recommendations:

Mot: M. Brinson Sec: D. Groninger

Discussion:

Mr. Villapiano questioned why BIO 133 and BIO 134 would not be combined, given the similarities in material. Prof. Muley explained that BIO 133 is a very basic skills class for students who have no laboratory experience at all. BIO 134 focuses specifically on bio technology. Mr. Villapiano noted that the pre-requisite for the courses included High School biology and questioned whether that wouldn't be considered past experience. Prof. Muley posited that High School lab experience is often insufficient for a program such as this.

Mr. Villapiano inquired as to whom would teach the courses. Prof. Muley stated that Dr. Narayanan has applicable expertise to teach the courses, as well as industry professionals who have shown interest in serving as instructors in this program.

Assembly guest, Charlotte Quigley, added the benefit that, from an employability perspective, many laboratory company jobs require one year of college level

laboratory science, so students have opportunities to start to work in the field with just one year of college level credit.

Vote on recommendation:

App: 33 Opp: 0 Abs: 0

Motion passes

5. BioManufacturing Certificate Program (new)

Motion to accept recommendations:

Mot: J. Misuraca Sec: K. Pearle

Discussion:

Dr. La Perla-Morales asked for clarification as to the intended audience for the program, ie: Associate's Degree, post Associate's, post Baccalaureate, etc. Prof. Muley expressed the intention to keep the program as broad as possible given the perceived potential for a broad market, from students right out of High School to professionals and degree holders in the field or looking to join the field.

Dr. La Perla-Morales further questioned the need, then, for beginning level courses. Prof. Muley explained that, much like the students who enter the program having completed AP course work, those beginning level courses would not be required of those with demonstrated proficiency.

Dr. La Perla-Morales expressed concern that, beyond just this program, the College has many Certificate programs which are underutilized. She continued, "So I think it requires us to have some real discussions about certificate programs and where it's going and it's not only in this institution, it's in the entire state of New Jersey. We do not have students completing certificate programs, so there must be some disconnect with what we're doing in the way we develop them, market them, conceptualize them, and I know the Bio Manufacturing is a big thing but I'm thinking is it something that should be in cooperation with continuing education, should it be a post associate degree, do we have a good sense of where our students are going to go after that?"

Prof. Muley explained that there is ongoing dialogue with manufacturers in a Labor Department program, particularly those in Middlesex County. From that dialogue they have learned that the skills targeted in this program are in high demand among small companies (70-75 employees), suggesting a high potential for employability of students completing the program.

Ms. Quigley added that manufacturers in the bio manufacturing field are targeting workers at an Associate's degree level, as a Bachelor's Degree would

exceed their needs, and that the jobs available could have annual salaries as much as 50-55 K.

Dr. La Perla-Morales reiterated her concerns with a low enrollment rate in the existing certificate programs. Mr. Villapiano suggested that most students leave High School in the mind set of attaining a degree, rather than completing a certificate program.

Vote on recommendation:

App: 28 Opp: 2 Abs: 3

Motion passes

G. Educational Resources Task Force, M. Thompson, Chair

Charge:

Investigate the availability of adequate open lab space for MCC students at all three locations: Edison, Perth Amboy, and New Brunswick. Via the Campus Wide Student Survey for fall 2014, measure demand by extent of need (# students looking for computers), time slot (time of day), and location (Edison campus or Urban Centers in Perth Amboy and New Brunswick).

Recommendation #1:

Change selected department lab policies so that computers are made available to students from other programs. The highest priority on the Edison campus, currently, is overflow for the Library open labs. Given their size, location, and accessibility, the IRC Learning Center and JLC Computer Science labs are the best targets. In doing this, the dedicated spaces within the Learning Center and Computer Science labs, along with their specific department needs, should remain priorities.

Recommendation #2:

Promote wider participation in off-campus and on-campus mobile computing solutions to relieve the burden of heavy on-campus lab demand. Create a system of physical charging stations for portables. Create an easy-to-use mobile portal, auto-configuration tools, and immediate assistance through chat and phone Student Help Line.

Rationale:

A thorough investigation was done of computer availability at MCC that integrated data from Institutional Research, Information Technology, and the Fall 2014 Campus wide Student Survey. The findings were:

Demand for on-campus computers is high with 93% of all students needing to use Edison labs; 12.6% Perth Amboy, and 8.7% New Brunswick. Failure rates, though, are also high, across the three campuses. The most used building in Edison (Library) at the most used time (midday, 11am to 2pm) receiving a “usually unavailable” rating from 42% of students. On average, over all time slots, more than one-quarter of our students (26.7%) agreed, “computers are usually not available.”

An even greater percent of our part-time students and full-time jobholders expressed trouble finding available computers. [See Appendices for more data]

Note: Unanimous consent of the Assembly was given to vote on the above recommendations as one unit.

Motion to accept recommendation:

Mot: E. Villapiano Sec: K. Pearle

Discussion:

Prof. Picioccio, former Chair of the Educational Resources Task Force, asked if underutilized computer lab space at locations other than those mentioned in the recommendations had been considered. Prof. Thompson stated that the initial need is to provide lab space with staff to supervise and assist students. It was mentioned that computer labs in Crabiel Hall had been vandalized in the past.

Prof. Picioccio addressed the possibility that students may be having more issue with outdated software on available computers rather than the number of seats available. Assembly guest Ed Reid, replied that the issue is indeed with the number of available computers, and that software updates are ongoing and not so far behind as to negatively impact students using labs.

Vote on recommendation:

App: 33 Opp: 0 Abs: 0

Motion passes

Charge:

Investigate the pros and cons and the feasibility with implementing a course fee model for textbooks. With this model, students would be charged for their textbooks on their tuition bill and all students would have their textbooks on the first day of class. Make a recommendation about whether this new approach to textbook fees would be cost-effective for students and work well at MCC.

Recommendation:

As has been concluded in prior examinations of the issue of mandatory textbook purchases via course fees, the ERTF again concludes that this approach would neither be cost-effective nor practical for MCC students or the College. The core objection is the fact that this approach prevents students from pursuing other low-cost options such as used and rental books or zero-cost options such as shared and gifted books.

Motion to accept recommendation:

Mot: K. Shay Sec: J. Herron

Vote on recommendation:
App: 33 Opp: 0 Abs: 0
Motion passes

NEW BUSINESS

As Prof. Nickerson's tenure as Chair of the College Assembly ends with this academic year, and in accordance with the College Assembly bylaws, the following slate of nominees for the position of Second Chair-Elect was presented by Prof. Holbeck, Chair-Elect, to the College Assembly, at this, the February 5, 2015 meeting.

Prof. Gary Abbott – ESL/Languages and Cultures
Prof. Lafayette Smith – Counseling and Career Services
Prof. Charlotte Quigley – Counseling and Career Services

Professor Holbeck also acknowledged and expressed her appreciation to the Second Chair-Elect Nominating Committee:

Dean M. Brinson, Committee Chair
Prof. Alice Picardo
Prof. Steven Zale

It was announced to the Assembly that at the March 5, 2015 College Assembly meeting, nominations for Second Chair-Elect will also be accepted from the floor. Prof. Holbeck asked that anyone intending to nominate themselves or another person at the March meeting, contact her or any member of the Nominating Committee.

It was also announced to the Assembly that at the April 2, 2015 meeting, the nominees will each make a short presentation. In advance of the April meeting, the College Assembly office will send information to the candidates so that they can provide biographical information to the Assembly. This information will be forwarded to Assembly members with the Agenda for the April meeting. Voting for the Second Chair Elect position will take place at the April College Assembly meeting immediately following the nominee presentations.

REPORT OF THE CHAIR:

1. The following Fast Track Curriculum items have been approved since the last College Assembly meeting:

BIO 105- Remove the following from the pre-requisites for this course: *one year high school laboratory science or a three-credit college level science course with a grade of "C" or better.*

This is an introductory survey course for non-science majors. All basic biological and chemical concepts are presented in the context of the relevant course material throughout the semester. As a result the "prerequisite" in the catalog and on webadvisor is preventing interested non-science major students from enrolling. Removing these prerequisites will greatly increase the enrollment in this course without affecting the success rate or transferability.

BIO 106- Remove the following from the pre-requisites for this course: *one year high school laboratory science or a three-credit college level science course with a grade of "C" or better.*

This is an introductory survey course for non-science majors. All basic biological and chemical concepts are presented in the context of the relevant course material throughout the semester. As a result the "prerequisite" in the catalog and on webadvisor is preventing interested non-science major students from enrolling. Removing these prerequisites will greatly increase the enrollment in this course without affecting the success rate and transferability.

BIO131- Remove the following from the pre-requisites for this course:
One year of high school biology or BIO 010 and one year of high school chemistry or CHM 010.

This is a studio designed entry level course for non-science majors. All basic biological and chemical concepts are presented in the context of the relevant course material throughout the semester. As a result the "prerequisite" in the catalog and on webadvisor is preventing non-science major students from enrolling. Removing these prerequisites will greatly increase both the enrollment and success of this course.

2. HCD 104: Hospitality Technologies, passed by the College Assembly at the November 6, 2014 meeting, was not signed by President La Perla-Morales, and has been returned to the originating department for revisions.
3. The following curriculum items approved by the College Assembly at the November 6, 2014 meeting have not been approved by Dr. La Perla-Morales as of this date:

MAT 010ALP
MAT 013ALP

4. The following curriculum items approved by the College Assembly at the December 3, 2014 meeting have not been approved by Dr. La Perla-Morales as of this date:

RDG 009ALP
ENG 009ALP
ENG 010ALP

5. The following curriculum items, approved by the College Assembly at the December 3, 2015 meeting have been signed by Dr. La Perla-Morales and forwarded to the Office of the Vice President for Student and Academic Affairs for implementation:

AAS Media and Design Core (New Degree)

Liberal Art Global Studies AA (New Degree)

RECOGNITION AND HEARING FROM THE PUBLIC

None

ADJOURNMENT

Motion to adjourn:

Mot: A. Class-Rivera Sec: V. Blanco

Adjourned 3:13 PM