

**Minutes of the College Assembly Meeting  
April 2, 2015**

**MEMBERS PRESENT**

**DEANS:** R. Bucciarelli, J. Herron, A. Watson

**ASST. DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:**

J. Applebee, N. Berger, P. Farrett, D. Groninger, M. Nester, T. Sabol

**FACULTY:** G. Bedoya, V. Blanco, E. Christensen, A. Class-Rivera, N. Granuzzo, H. Holbeck, J. Misuraca,  
L. Nagarajan-Iyer, N. Picioccio, K. Shay, E. Shur, H. Swanicke, C. Wathen

**STUDENTS:** J. Finnerty, D. Garoniak, F. Sulaiman, E. Villapiano

**SUPPORT STAFF:** M. Curry

**TASK FORCE CHAIRS:**

**Academic Standards:** J. Misuraca

**Bylaws:** H. Swanicke

**Campus Life and Community Concerns:** O. Hoppe

**Curriculum:** N. Picioccio

**Guests:** C. Pean, T. Orosz, R. Myung-In Kim, Christine Harrington

**Parliamentarian:** J. Kruszewski

**MEMBERS ABSENT**

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

**ASST. DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS**

F. Gordon, L. Lederer, K. Pearle, L. Rodriguez-Gregory

**FACULTY :** F. Burke, E. Dikun, A. Dzurisin, R. Foley, R. Levi, U. Narayanan, S. Zale

**STUDENTS:** P. Akiva, P. Bonsu, Y. Canales, G. Dekanoidze, L. Jackson, J. John, A. Patel, M. Paul, P. Ramos, S. Sivakumar, S. Victoriano

**SUPPORT STAFF:** J. Biundo, N. Fazekas, K. Nagy, S. Wajda

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

With a quorum present, Jeremy Nickerson called the April regular meeting of the College Assembly to order on Thursday, April 2, 2015, at 2:06 PM, in the Rose M. Channing Danziz Ampitheater, L’Hommedieu Hall.

### **Approval of Minutes**

Motion to approve minutes:

Mot: H. Holbeck      Sec: J. Herron

No objections, no abstentions

Minutes accepted as presented

### **UNFINISHED BUSINESS**

In accordance with the Bylaws of the College Assembly, Article V, Section 1.0500, Clause C, the election for Second Chairperson-Elect was held at this, the April meeting. Nominees Prof. Gary Abbott and Ms. Charlotte Quigley made presentations before the Assembly members placed their votes.

The Teller Committee (J. Kruszewski, T. Orosz, M. Kim) tabulated the responses and reported the vote was a tie, with one illegal (not on official ballot form) vote submitted. A second ballot was distributed to voting members of the College Assembly, and collected by the Teller Committee who tabulated the votes and reported the results just prior to the “Recognition and Hearing from the Public” segment of the meeting.

Number of votes cast: 25

Number of votes to elect: 13

G. Abbot (13)      C. Quigley (12)

Gary Abbott will serve as Second Chair-Elect through the current academic year, at which point he will become the Chair-Elect. He will serve as Chair of the College Assembly from May 2017 to May 2019.

### **REPORT OF THE STANDING TASK FORCES:**

A. ACADEMIC STANDARDS: Prof. J. Misuraca

Charge:

Report on the implementation status of recommendations submitted by the ASTF in 2013 – 2014, approved by College Assembly, and forwarded to the College President for signature.

Report:

A recommendation was made by the ASTF to change the Nursing Grading Criteria from letter grades A, B, C, and F, to the new Grading Criteria that includes B+, C+, and D. The new Nursing Grading Criteria was approved by the College Assembly and signed by the Chair.

It was also approved and signed by the College President, and implemented by the Nursing Department.

The new Nursing Grading Criteria went into effect this semester. (Spring 2015)

No other recommendations were submitted by the ASTF in 2013-2014.

Charge:

To explore the feasibility and make a recommendation to institute an “add/drop” period at the beginning of the term. The add/drop period would coincide with the 75% refund period, during which no approval would be required for students to enroll in any open class sections for which they qualify.

Recommendation:

It is recommended that the following policy replace the current existing add/drop policy: Students can register for courses without a signature during the first week of classes (until the 75% refund deadline) provided that the class is still open. If class is open and student wishes to add beyond this designated add period, the Professor and Chair approval is required. If the class is closed, the Professor and Chair approval is required.

Rationale:

To address this charge, the task force reviewed the last two recommendations related to this charge, conducted a faculty and student survey, and gathered grade information for students who added a class after the Fall 2013 semester started. Based on the information gathered, only 3% of the faculty who responded to the survey indicated that they would not agree to let the student into their class and only 19% indicated that they required students to meet with them prior to saying yes (346 total respondents). Based on information provided by the registrar, the majority of students adding a course after the start of the semester (73%) are passing courses with a C or better. Only 7% failed the course (note: withdrawal information was not available but these numbers are based on 1486 students from Fall 2013). Only 9% of students indicated it was difficult or extremely difficult to catch up on work if they added a class after the start of the semester. While the task force believes the first day of class is critically important, the data suggests that students can be successful and that almost all faculty will provide a signature for a student to be added into the class late. Thus, it seems that requiring a signature is not necessary. Departments who have special situations such as courses with critical labs should work with the Registrar’s office to prevent students from registering late.

**Motion to accept recommendations:**

**Mot: H. Holbeck Sec: D. Groninger**

Several College Assembly members expressed concern for how this recommendation would affect courses with laboratory components or mandatory clinical hours. Also of concern were classes such as some of those in Computer Science and Information Technology for which the first session could equal as much as 6 hours of instruction. Prof. Picioccio proposed an amendment to the recommendation, which would stipulate that a student could register without signature during the 1<sup>st</sup> session of class (later changed to “before the 2<sup>nd</sup> session”) rather than during the first week of class.

A second component of Prof. Picioccio’s amendment was to add a sentence indicating that individual departments would be able to electronically block this option if they so choose, through the Colleague program, on a course by course basis.

**Motion to accept amendment proposed by Prof. Picioccio**

**Mot: Prof. Picioccio Sec: K. Shay**

Continuing the discussion, Prof. Harrington explained the rationale of using “one week” versus “one session”, as it would equalize the discrepancy of varied time parameters for classes. In answer to issue of the option to block registration without signatures, Prof. Harrington explained that, based on conversation with Richard Cole, the Registrar’s office would work with departments who choose to decline this option on specific courses, but that there was no easy way in Colleague to attain the same result, especially if the desire is to allow individual *professors* make the determinations as opposed to a course being deemed ineligible for this feature.

Prof. Harrington pointed out that the faculty survey supported making the recommended change to policy, and that there are accommodations built in to deal with the exceptions to the rule, but in the name of simplifying the process, caution should be used to keep the exception from becoming the rule. She also indicated that the proposed amendment was actually the same as current policy, and as such was not a valid amendment.

Prof. Picioccio presented his concerns that critical information is imparted (eg. Safety procedures) in the first class and that this proposed policy may lead students to take the first week of classes less seriously. Prof. Groninger suggested that the data at hand did not support Prof. Picioccio’s position. Prof. Shay inquired as to whether the response rate for the survey supported the validity of the results.

Prof. Picioccio's amendment was changed to include only the addition of the sentence, "Individual departments can choose to electronically block this option for students on a course by course basis."

**Vote on Amendment**

**Fav: 8 Opp: 14 Abs: 2**

**Amendment does not pass**

**Vote on Recommendation (as originally presented)**

**Fav: 14 Opp: 5 Abs:3**

**Recommendation has passed.**

B. ACCESSIBILITIES/DISABILITIES:  
NONE

C. BYLAWS:  
NONE

D. CAMPUS DIVERSITY:  
NONE

E. CAMPUS LIFE AND COMMUNITY:  
NONE

F. CURRICULUM:  
Prof. Nick Picioccio

1. Having unanimous consent from the body, Prof. Picioccio presented the following Dental Hygiene curriculum items for approval as a block:

DHY 116 – Oral Histology And Embryology (new course)

DHY 117 – Head And Neck Anatomy (new course)

DHY 118 – Dental Anatomy (new course)

**Motion to accept recommendations:**

**Mot: J. Herron      Sec: N. Berger**

**Vote on recommendation:**

**App: 27 Opp: 0 Abs: 0**

**Motion passes**

2. Dental Hygiene A.A.S. degree (revision)

**Mot-H. Holbeck Sec- G. Bedoya**

**Vote on recommendation:**

**Fav. 27 Opp. 0 Abs. 0**

**Motion passes**

3. Having unanimous consent from the body, Prof. Picioccio presented the following ESL/Language and Cultures curriculum items for approval as a block:

CHN 121 – Elementary Chinese I (new course)

CHN 122 – Elementary Chinese II (new course)

**Motion to accept recommendations:**

**Mot: E. Villapiano Sec: T. Sabol**

**Vote on recommendation:**

**App: 27 Opp: 0 Abs: 0**

**Motion passes**

*At this time U. Narayanan and J. Finnerty exited. Quorum was maintained.*

**NEW BUSINESS**

None

**REPORT OF THE CHAIR:**

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

ENG 010ALP Writing Skills for College II—Support

Course code changed to ENG 0121S and title changed to English Composition I- Support.

ENG 009ALP Writing Skills for College I—Support

Course code changed to ENG 010S and title changed to Writing Skills for College II—Support

RDG 009ALP Reading Skills for College I—Support  
Course code changed to RDG 011S and title changed to Reading Skills for College II—Support

MAT 010ALP Basic Mathematics Support  
Course code changed to MAT 013S and course title changed to Algebra I support

MAT 013ALP Algebra I Support  
Course code changed to MAT 014S and course title changed to Algebra II Support

Course descriptions, learning outcomes, and course content areas were updated with the following Fast Tracks, to assure that the introductory courses are providing the right background and skills needed for success in upper level courses:

EDU 121	Introduction to Education
EDU 122	Early Childhood Education
EDU 280	Education Field Experience
IDC 123	Introduction to Special Education and Disabilities in American Society
PSY 226	Educational Society

2. The following curriculum items approved by the College Assembly at the February 5, 2015 meeting have not been approved by Dr. La Perla-Morales as of this date, pending further discussion with the sponsoring departments:

PSY 100	Psychology of Success
BIO 133	Biotechnology Laboratory Science
BIO 134	Fundamentals of Biotechnology
BIO 206	Protein Purification and Tissue Culture Techniques
BIO 218	Intro to Bio Manufacturing I

BIO 219      Intro to Bio Manufacturing II

BIOTCM      Bio Manufacturing Cert.

The next and final meeting of the College Assembly will be held on Thursday, May 7, 2015 at 2:00 PM.

**RECOGNITION AND HEARING FROM THE PUBLIC**

Prof. Picioccio informed the Assembly that there may be a considerable amount of curriculum items presented at the May 7 meeting, and encouraged all to attend and plan to stay for the full meeting in order to maintain quorum.

**Motion to Adjourn**

**Mot: C. Wathen Sec: H. Swanicke**

**Adjourned 3:04 PM**