

**Minutes of the College Assembly Meeting  
March 2, 2017**

**MEMBERS PRESENT**

**DEANS:** M. Brinson, R. Bucciarelli, B. Clemmons, J. Herron, L. Scherr

**ASST. DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:** L. Alexander, N. Berger, P. Farrett, R. Feldman, C. Green, T. Hack, T. Orosz, C. Pean, T. Sabol, F. Stowe, C. Zhang

**FACULTY:** A. DeMers, C. Quillen, T. Young

**ADJUNCT FACULTY:** L. Gordon

**STUDENTS:** N. Bitsadze, H. Ghani, Y. Hu, T. Mudhar, C. Phan, K. Dubose, A. Gerena

**SUPPORT STAFF:** J. Ciellesz, D. Coyle, M. Vogel

**TASK FORCE CHAIRS:**

**Academic Standards:** T. Young

**Accessibility:** M. Lomax

**Bylaws:** n/a

**Campus Diversity:** n/a

**Campus Life and Community Concerns:** n/a

**Curriculum:** n/a

**Guests:** J. Ferrell, J. La Perla-Morales, M. McCormick, M. Tejada, L. Gregory

**Parliamentarian:** J. Kruszewski

**MEMBERS ABSENT**

**DEANS:** None

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

**FACULTY:** F. Burke, K. Costanzo, E. Dikun, A. Dzurisin, H. Hyman, R. Levi, M. Paquette, N. Picioccio, J. Saborido, E. Schatz, R. Thompson, L. Tobin, C. Winchester

**ADJUNCT FACULTY:** J. Somma

**STUDENTS:** B. Baez, K. DuBose, A. Gerena J. Kaur, I. Mensah, B. Rodriguez, M. Yalarti

**SUPPORT STAFF:** M. Capurso, T. Griswold

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

With a quorum present, the March 2, 2017 meeting of the College Assembly was called to order at 2:06 PM. Gary Abbott, College Assembly Chair Elect presided in the absence of Hope Holbeck, College Assembly Chair.

As the February meeting was unable to convene due to lack of quorum, there were no February minutes to present. The minutes for the December 1, 2016 meeting were presented for approval.

**MOTION TO APPROVE MINUTES**

MOT: J. Herron

SEC: P. Farrett

**VOTE TO ACCEPT MINUTES**

FAV: 30 OPP: 0 ABS: 2

The motion passes

**UNFINISHED BUSINESS**

None

**REPORT OF THE TASK FORCES**

Academic Standards: N/A

Accessibility for Persons with Disabilities: Maxine Lomax (Student)

Charge #AC1617-04:

Recommendation:

The Accessibility for Persons with Disabilities Task Force recommends that the Middlesex County College office of Human Resources creates a specific process on how to obtain appropriate accommodations for faculty or staff members with a disability.

Rationale:

Currently, the HR department requires that MCC employees with a disability schedule an appointment with their office to discuss disability related accommodations.

However, this is not advertised or known to most faculty members. By implementing and advertising a detailed procedure, faculty and staff will be better prepared to obtain the appropriate accommodations.

**MOTION TO ACCEPT RECOMMENDATION**

MOT: C. Phan

SEC: T. Young

**VOTE TO ACCEPT RECOMMENDATION**

FAV: 32 OPP: 0 ABS:0

Motion passes

Bylaws: N/A

Campus Diversity: N/A

Campus Life and Community Concerns: N/A

Curriculum: N/A

Educational Resources: N/A

**NEW BUSINESS**

In accordance with the College Assembly bylaws, in the second year of a Chairperson's term a nominating committee is to be formed to seek a candidate for the position of College Assembly Second Chair-Elect. Said nominating committee was formed in November and was comprised of G. Abbott, T. Orosz, A. Picardo, S. Zale, and M. Przygoda.

The Second Chairperson-elect shall serve as Chairperson and exercise the powers and duties of that office during the Chairperson's and First Chairperson's absence or inability to act. He/she shall be responsible for:

- A. Task Force Organization and Development
- B. Acting as liaison to the Divisional Councils
- C. Exercising such other powers and duties as may be delegated by the Chairperson

The Second Chair-Elect will serve in that capacity from April 2017 until the end of the Academic Year. In September 2017, when the current Chair-Elect assumes the position of Chair, the Second Chair-Elect will transition to the Chair-Elect role, serving in that capacity until assuming the role of Chair in September 2019. The committee presented one nominee for Second Chair-Elect:

Christine Wathen—Accounting, Business, and Legal Studies

As per Article V, Section 1.0500, Clause B, nominations from the floor were accepted at this, the March meeting.

It was noted that Article V, Clause A requires that 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.

P. Farrett, Computer Science and Information Technology Chair, was self-nominated from the floor.

The protocol in the event that both the Chair and the Chair-Elect were both unable to preside over a meeting was questioned. As per J. Kruszewski, the senior most Dean would be the next in line to preside (per College Assembly bylaws, *1.0907 Presiding Officer .....In case none of the aforementioned shall attend the meeting at the time appointed, the senior Academic Dean present shall record attendance of the members of the College Assembly present, and on appearance of a quorum may call the College Assembly to order. A Chairperson pro tempore shall be elected by the College Assembly for that meeting, or until the appearance of the Chairperson, First Chairperson-elect or Second Chairperson-elect; and be governed by Section 1.0906.*)

At the April 6, 2015 meeting, the nominees will each make a short presentation to introduce themselves. 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.

College Assembly and Task Force nominees:

Members were asked to direct students interested in joining the College Assembly or Task Forces for the 2017-2018 academic year to the College Assembly office, and to express their own interest in extending their terms to their Division Dean, the College Assembly Chair, or to contact the College Assembly office.

### **REPORT OF THE CHAIRPERSON**

The following Fast Tracks have been approved since the last College Assembly meeting:

LA GEN AA     Liberal Arts: General AA

                  Addition of Program Learning Outcomes

ELT 111        Digital Electronics

                  ELT 105, Foundations of Electrical and Electronics, was made a co-requisite for ELT 111, Digital Electronics. MAT 013 was eliminated as co-requisite

CIT 260 Civil Construction/Design Project

Removed CIT 203 and CIT 205 as prerequisites and CIT 217 as a co-requisite.

Added CIT 218 and CIT 219 as co-requisites.

**RECOGNITION AND HEARING FROM THE PUBLIC**

None

**ADJOURNMENT**

**MOTION TO ADJOURN**

MOT: M. Brinson

SEC: C. Quillen

**VOTE TO ADJOURN**

FAV:32 OPP:0 ABS: 0

Meeting was adjourned at 2:16 PM