

**Minutes of the College Assembly Meeting
Nov 5, 2015**

MEMBERS PRESENT

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

ASST. DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:

N. Berger, J. Dunning, P. Farrett, R. Feldman, C. Green, D. Groninger, M. Nester, C. Pean

FACULTY: F. Burke, K. Costanzo, E. Dikun, H. Hyman, L. Nagarajan-Iyer, T. O'Reilly, M. Paquette,
N. Picioccio, J. Saborido, E. Schatz, H. Swanicke, R. Thompson, L. Tobin, T. Young

STUDENTS: K. Baker, T. Donato, D. Fuentes, M. Maciejowski, A. Noto, H. Oshun, B. Rodriguez,
S. Wieczerek

SUPPORT STAFF: N. Fazekas

TASK FORCE CHAIRS:

Academic Standards: T. Young

Accessibility: N. Malyk-Selivanova

Bylaws: D. Gardner

Campus Diversity: C. Quigley

Campus Life and Community Concerns: K. Costanzo

Curriculum: N. Picioccio

Educational Resources: C. Vassiliadis

Guests: J. La Perla-Morales, P. Madama, M. McCormick, U. Narayanan

Parliamentarian: J. Kruszewski

MEMBERS ABSENT

DEANS: A. Watson

ASST. DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS

F. Gordon, K. Hooper, T. Orosz, L. Rodriguez-Gregory

FACULTY: J. Applebee, R. Levi, L. McCaskill, C. Quillen, E. Shur, C. Wathen

STUDENTS: M. Bello, C. Ogbonna, V. Sanzone, B. Toure

SUPPORT STAFF: M. Capurso, J. Ciellesz, M. Curry (leave)

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

With a quorum present, Chairperson Hope-Claire Holbeck called to order the November 5, 2015 meeting of the College Assembly at 2:05 PM, in the Rose M. Channing Danziz Amphitheater, L'Hommedieu Hall. Prior to approval of the minutes, Prof. Holbeck addressed the presence of video equipment at this and the October meeting as a means of better capturing audio for transcription than cassette recorders, until such point that new audio equipment is installed. Prof. Holbeck also explained that, for future meetings, only a very limited number of hard copies of agenda attachments would be made available. She recommended that members review the electronic copies provided and print what they feel they need for the meeting.

APPROVAL OF MINUTES:

Motion to accept minutes

Mot: Helena Swanicke **Sec:** Peter Farrett

No Discussion

Vote to accept minutes

Fav: 35 **Opp:** 0 **Abst:** 0

Minutes accepted as presented.

UNFINISHED BUSINESS

None.

REPORT OF THE TASK FORCES

A. Academic Standards: Prof. Tracy Young, Chair
No Report

B. Accessibility for Persons w/ Disabilities: Prof. Natalia Malyk-Selivanova, Chair

Prof. Malyk-Selivanova, Chair of the Accessibility for Persons with Disabilities Task Force for 2015-2016, read the committees charges and introduced its members:

AC1516-01 Explore the possibility of performing a survey to assess physical and programmatic access and services for individuals with disabilities. Consider the needs of faculty, staff and students.

AC1516-02 Report on the implementation status of recommendations submitted by your task force in 2014-2015, approved by the College Assembly, and forwarded to the College President for Signature.

Members: Elaine Weir-Diadone, Dennis Vliet, Renu Kinkhabwala, Judi DiMaio, Walt DeAngelo, Elena Shvedov, Melissa Luis, Natalia Malyk-Selivanova, Gail Becker, Desiree Brower, Ashley(Little) Giugliano, Nancy Berger, Marla Brinson, Kathy Nagy.

Prof. Malyk-Selivanova shared that the Task Force met twice, as well as with Ron Goldfarb, Special Assistant to the President and Neil Brosnan, Chief of Police, regarding implementation of recommendations from the previous year and are participating in the College survey to be released in November.

C. Bylaws: Prof. Donna Marie Gardner, Chair
No report

D. Campus Diversity: Charlotte Quigley, Chair

CD1516-03 There is a relatively large number of Muslim students in the campus community, for whom it is necessary to pray at specified times throughout the day. Investigate the feasibility of providing prayer rooms on campus for Muslim students. As this charge also relates to the focus of the Campus Life and Community Concerns task force, it is suggested that representatives from the two task forces address this charge together.

Report: The Muslim Student Association (MSA) working in conjunction with the Office of Student Activities opened the Multi Faith Room in the College Center (CC-314) with a ribbon cutting ceremony on Monday, September 28, 2015. The room currently contains two kneelers, prayer mats and a book shelf housing a Bible, Koran and Torah as well as other religious-based texts. Although work is ongoing to make the space even more conducive to prayer and meditation, we recommend that this charge be closed as no further action on the part of the Campus Diversity Task Force is warranted at this time. We congratulate the dedicated students and College staff who worked to make this valuable resource available to our college community.

No further action needed.

E. Campus Life and Community Concerns: Prof. Kathy Costanzo, Chair

CL1516-03 Report on the implementation status of recommendations submitted by your task force in 2014-2015, approved by the College Assembly, and forwarded to the College President for Signature.

Charge #1: 2014-2015

Examine the need for more designated student lounges areas located away from teaching classrooms to alleviate the noise problem in hallways of academic buildings.

Recommendation:

Due to their similar nature, the Campus Life and Community Concerns Task Force have combined the charge of investigating of putting picnic tables outside of each campus building and under some tree areas and the charge of examining the need for more designated student lounge areas located away from teaching classrooms to alleviate the noise problem in hallways of academic buildings.

An exploration of the current offerings for lounge space for the student body led to the conclusion that there is inadequate as well as underutilized space designated as lounge space. Locations deemed as underutilized include the patio adjacent to the Cafeteria C hallway in the College Center and the Bunker Lounge located on the first floor of the College Center, areas that once served as open space for students.

Re-opening, renovating and refurnishing these locations as well as the current Main Lounge of the College Center and open space in the Edison Hall Lobby would provide students, currently opting to occupy hallways in academic buildings, with space that is comfortable and conducive to gathering, studying and relaxing. This in turn will alleviate the noise problem in hallways of academic buildings.

Approved by College Assembly and College President 5-26-15

To be implemented by: VP of Academic Affairs and Executive Director of Facilities

Report: Lounges – The Café C patio is now being used by Sodexo for special student events and is also available for students on a daily basis. Bunker Lounge is being converted into a dining room for HCD as well as for use as a meeting space. Main Hall now has the Pony Express along with additional tables and chairs. Additional tables and chairs were added to the Edison Hall lobby to supplement the lounge furniture that was already there. In addition to the forgoing areas mentioned in the recommendation, L’Hommedieu Hall, Johnson Learning Center and Crabiel Hall also have student lounge spaces. Also the new South Hall building will also have a dedicated student lounge.

Charge #2: 2014-2015

Research how other colleges handle code of conduct changes and determine if there are ways to improve the code of conduct process at MCC.

Recommendation:

It is the recommendation of the Campus Life and Community Concerns Task Force that our current handling of the Code of Student Conduct, although a thorough process, could be improved. The college current system consisting of a Vice President of Academic & Student Affairs appointed judicial officer will be improved upon with the creation of a designated Judicial Affairs/Community Standards & Student Conduct office with the sole purpose of addressing student conduct issues through the College's judicial process and ensuring that student right of due process is applied fairly and consistently while educating students regarding core values of the College community as outlined in the Code of Student Conduct.

Approved by College Assembly and College President 5-26-15

To be implemented by: VP of Academic Affairs

Report: Mr. Mark McCormick has agreed that the Code of Student Conduct and judicial processes at Middlesex County College need to be reviewed. Mr. Ron Goldfarb, Dean Jeff Herron, Dean Marla Brinson and VP. Mark McCormick have been reviewing current procedures and research best practices at other college since August. They will share any updates with the College community once information is found.

Charge #3: 2014-2015

At the request of a member of the student body of MCC at the beginning of the Spring, 2015 semester, the task force investigated the safety of the current traffic pattern and signage of parking lot 1A. The aforementioned lot is currently designated as a two-way with what was referred to as inadequate space for traffic flowing in both directions and the cause of severe potential collisions.

Recommendation:

It is the recommendation of the Campus Life and Community Concerns task Force that Lot 1A be designated as a one-way with visible signage to alert all drivers and pedestrians. This charge will add to the safety of all members of the College community as well as create a consistent flow of traffic in Lot 1A.

Approved by College Assembly and College President 5-26-15

To be implemented by: Executive Director of Facilities Management

Report: Lot 1A – Lot 1A no longer exists. It was reconfigured this past summer and incorporated into Lot 1. Therefore this recommendation is no longer valid. A correspondence to Jeremy Nickerson was submitted on June 9, 2015 by Executive Director – Division of Facilities Management, Donald Drost. As part of the construction of West Hall, Parking Lots 1 and 1A are being merged and reconstructed to increase the number of parking spaces. Therefore, Paring Lot 1A will no longer exist in its current configuration.

- F. Curriculum:** Prof. Nick Picioccio, Chair
ELT 231: Digital Logic Circuits and Systems

Motion to Accept ELT 231

Mot: Peter Farrett **Sec:** Jeff Herron

No Discussion

Vote to accept ELT 231

Fav: 35 **Opp:** 0 **Abst:** 0

Motion Passes

Educational Resources: Prof. Claire Vassiliadis

ER1516-06: Evaluate the feasibility and benefits of MCC participating in the Microsoft program which provides free Office 365 to all students at educational institutions which have purchased Office organization-wide for all faculty/staff via the Microsoft Volume Licensing program.

Report: For charge ER1516-06 there is no recommendation being brought to the College Assembly at this time because inquiries to the director of IT, Bradley Morton, indicate Office 365 is already on the IT roadmap. IT has already begun to set it up for testing, although there is much, behind the scenes, infrastructure work that must be performed before rolling out any new services.

Prof. E. Schatz clarified that the Office 365 charge, which she submitted, referred to Microsoft's program to provide students with the free software if the institution had Office 365. Prof. Vassiliadis confirmed that MCC IT is currently in the process of implementing Office 365, but timing is dependent on the tasks required for integration. Once implemented, students will be able to access the free software.

Prof. Vassiliadis also informed the Assembly that the Task Force had met with the Director of CELT, Christine Harrington, to garner information regarding charges related to academic integrity tools.

NEW BUSINESS

Prof. Holbeck reminded those members of the Assembly currently serving on Task Force that their active participation in Task Force meetings is vital to the business of that Task Force and the College Assembly as a whole.

REPORT OF THE CHAIR:

1. The following Fast Track curriculum items were approved:

PSY 223: Child Psychology Change in Course Title and Course Description

Rational:

Currently, PSY 223-Child Psychology includes adolescence but this is not reflected in the course title or description. Providing students with the additional descriptor in the title more accurately represents the course and will be particularly helpful to education majors. Education students seeking elementary education need a child development course, while students seeking middle or high school certification need a course on adolescent development. These updates to the course will meet State requirements for teacher certification without students having to take two separate courses.

New Title: PSY 223 - Child Psychology: Infancy through Adolescence.

Description: This course provides students with a foundational knowledge of psychological concepts, theory and research related to infancy, childhood and adolescence. The physical, cognitive, emotional, social and cultural influences on the behavior of children and adolescents will be explored.

NURSING Program –changes to the total program credits and required courses

The New Jersey Board of Nursing is requesting that all New Jersey nursing programs decrease their curriculum credits to a maximum of 66. Additionally, many state Boards of Nursing are requiring a maximum of 62 credits for nursing programs, and the MCC Nursing program accrediting agency has noted this as a potential requirement in the future. In an effort to accommodate these changes the following requirements will be eliminated:

The General Education Humanities course
4th semester General Education elective
HCD 247 Nutrition Fundamentals for Nursing
CSC 107 Computers in Health Technologies

Physical Education/Health Education requirement
HED 150: Contemporary Health Issues or HED 200: Human Sexuality and Family Life.

The next meeting of the College Assembly will be held on Thursday, December 3, 2015 at 2:00 PM.

RECOGNITION AND HEARING FROM THE PUBLIC

At the request of a student member, J. O'Brien announced Operation Shoebox, run by the Veteran's Services office, to collect personal supplies for military personnel overseas. Flyers were made available for Assembly members.

ADJOURNMENT

Motion to Adjourn

Mot: Peter Farrett **Sec:** Emmi Schatz

No Discussion

Fav: 35 **Opp:** 0 **Abst:** 0

Adjourned: 2:29