

**Minutes of the College Assembly Meeting
May 3, 2018**

MEMBERS PRESENT

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

ASST. DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS: N. Berger, J. Ferrell, C. Green, T. Hack, T. O'Reilly, T. Orosz, T. Sabol, F. Stowe

FACULTY: M. Curry, C. Drew, D. Grek, M. Jain, M. Lynch, M. Nigam, C. Quillen, G. Rotolo

STUDENTS: D. Dixon, M. Faustini, B. Myers, S. Syed

SUPPORT STAFF: L. Friedman, M. Vogel

TASK FORCE CHAIRS:

Academic Standards: M. Jain

Accessibility:

Bylaws: n/a

Campus Diversity: J. Aubourg

Campus Life and Community Concerns:

Curriculum: P. Muley

Educational Resources:

Guests: R. Cole, A. Hogan, M. McCormick, C. Richardson

Parliamentarian: J. Kruszewski

Chair: G. Abbott

Chair-Elect: P. Farrett

MEMBERS ABSENT

DEANS: B. Clemmons

ASST. DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS: A. Illa, C. Quigley, C. Zhang

FACULTY: K. Costanzo, A. DeMers, A. Dzurisin, H. Holbeck, R. Levi, U. Narayanan, N. Picioccio, A. Rubin, L. Tobin, C. Winchester

STUDENTS: L. Agojo, N. Chuck, A. Gomez, S. Janvier, A. Lewis, A. Papkin, S. Patel, M. Pulgiano, H. Shah, A. Valle

SUPPORT STAFF: D. Coyle, M. Kirbos

COLLEGE ASSEMBLY MEETING
May 3, 2018

At 2:05 PM, with a quorum present, Dr. Gary Abbott, Chair of the College Assembly called to order the May 3, 2018 meeting of the College Assembly.

As is customary at the May College Assembly meeting, outgoing members of the College Assembly were recognized for their service. Dr. Mark McCormick, Vice President of Academic and Student Affairs assisted in the distribution of Certificates of Recognition to the following members:

Luke Agojo	Timothy Hack	Flora Stowe
Lisa Alexander	Serge Janvier	Sitwat Syed
Donna Coyle	Brandon Myers	Melissa Vogel
Anna DeMers	Alexander Lewis	Cheryl Zhang
Donovan Dixon	Smitkumar Patel	
Peter Farrett	Thomas Sabol	
Madison Faustini	Hanya Shah	

Approval of the Minutes

MOTION TO APPROVE MINUTES OF APRIL 5, 2018

MOT: J. Herron SEC: M. Lynch

VOTE TO APPROVE MINUTES OF APRIL 5, 2018

The minutes are accepted as presented.

UNFINISHED BUSINESS

Members were informed that appointment letters for 2018-2019 College Assembly and Task Force members will be sent in May. It was announced that there are positions still available for at large representatives (administration/ faculty/ students) to the College Assembly and Task Forces for next year

REPORT OF THE TASK FORCES

Academic Standards: Meenu Jain, Chair
n/a

Accessibility for Persons with Disabilities: Linda Scherr for V. Maino, Chair

L. Scherr, Dean of Arts and Science and task force member addressed the Assembly in lieu of Ms. Maino. Note that this recommendation is a revision of one made in October, which was returned by the President for further evaluation.

Charge #: AC1718-02:

Evaluate the handicapped restroom facilities across campus for accessibility and ADA compliance.

Recommendation:

The College identify an individual knowledgeable of all New Jersey ADA codes, practices, and standards to evaluate campus restrooms for compliance.

MOTION TO APPROVE THE RECOMMENDATION FOR AC1718-02

MOT: C. Drew SEC: J. Ferrell

VOTE TO APPROVE THE RECOMMENDATION FOR AC1718-02

FAV: 34 OPP: 0 ABS: 0

The recommendation passes.

Bylaws Task Force:

n/a

Campus Diversity Task Force: Joseph Aubourg, Recommendation

Charge CD1718-02

Investigate the representation of full-time, tenure-track minority faculty on campus and hiring statistics of minority faculty in the last 10 years, and determine if those statistics suggest a need to increase minority hiring among faculty.

Rationale: In light of recent retirements and hiring trends over the past 10 years, it seems the representation of minorities amongst full-time, tenure-track faculty is decreasing.

Recommendation:

The Campus Diversity Task Force has determined based on the available shared data that there is need to increase diversity amongst full-time faculty. While there have been some adjustments, there continues to be a dominating demographic within full-time faculty in contrast to the increasing diversity of our student population. The latest available data as of Fall 2015 shows that 75% of our full-time faculty are Caucasian, yet 69% of our students are of diverse ethnicities.

Rationale:

Research has shown a positive correlation exists between the number of faculty of color with persistence rates of students of color at the community college level.¹ The Task Force believes that the College needs to continue to strive to have a diverse faculty and staff to better represent the students we serve. We recommend that additional hiring strategies, such as encouraging diversity within search committees and the expansion of recruitment efforts to include local and national organizations targeted at diverse populations be utilized.

I. Hagedorn, L. S., Chi, W. Y., Cepeda, R. M., & Mclain, M. (2006). AN INVESTIGATION OF CRITICAL MASS: The Role of Latino Representation in the Success of Urban Community College Students. *Research in Higher Education*, 48(1), 73-91. doi:10.1007/s11162-006-9024-5

**Characteristics of Total Full-Time Faculty and Students
as reported to IPEDS**

**data for 2016 and 2017 pending*

FALL 2015

Total Full-Time Faculty

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
75.0%	3.6%	6.9%	5.7%	0.0%	0.0%	9.4%

Students

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
31.0%	11.3%	30.4%	14.5%	0.4%	2.3%	10.1%

**Note: Asian includes Pacific Islander and Unknown includes 2 or more races*

FALL 2014

Total Full-Time Faculty

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
76.5%	4.3%	6.8%	6.2%	0.0%	0.0%	6.2%

Students

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
31.9%	11.3%	28.7%	13.3%	0.3%	2.3%	12.1%

**Note: Asian includes Pacific Islander and Unknown includes 2 or more races*

FALL 2013

Total Full-Time Faculty

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
78.2%	5.9%	4.1%	6.5%	0.0%	0.0%	5.3%

Students

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
33.0%	10.9%	26.9%	12.5%	0.3%	2.1%	14.2%

**Note: Asian includes Pacific Islander and Unknown includes 2 or more races*

FALL 2012

Total Full-Time Faculty

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
75.6%	8.5%	5.1%	6.3%	0.6%	0.0%	4.0%

Students

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
34.3%	11.6%	25.1%	13.0%	0.3%	2.0%	13.7%

**Note: Asian includes Pacific Islander and Unknown includes 2 or more races*

FALL 2011

Total Full-Time Faculty

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
79.7%	5.8%	3.5%	5.8%	0.0%	0.0%	5.2%

Students

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
37.0%	11.2%	24.8%	13.9%	0.3%	2.1%	10.7%

**Note: Asian includes Pacific Islander and Unknown includes 2 or more races*

FALL 2010

Total Full-Time Faculty

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
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80.8%	6.2%	4.5%	5.6%	0.0%	0.0%	2.8%
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Students

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
39.0%	10.8%	22.6%	15.0%	0.4%	2.4%	9.9%

**Note: Asian includes Pacific Islander and Unknown includes 2 or more races*

FALL 2009

Total Full-Time Faculty

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
78.9	6.4%	4.1%	5.3%	0.0%	0.0%	5.3%

Students

White	Black	Hispanic	Asian*	Native	Alien	Unknown*
40.7%	9.8%	19.8%	14.2%	0.3%	2.1%	13.1%

**Note: Asian includes Pacific Islander and Unknown includes 2 or more races*

MOTION TO ACCEPT THE RECOMMENDATION FOR CD1718-02

MOT: D. Grek SEC: M. Brinson

VOTE TO ACCEPT THE RECOMMENDATION FOR CD-1718

FAV: 34 OPP: 0 ABS: 0

Campus Life and Community Concerns: Sandy Mata, Chair
n/a

Curriculum: Parag Muley, Chair
n/a

Educational Resources: Andrew Rubin, Chair
n/a

NEW BUSINESS

None

REPORT OF THE CHAIR:

The recommendations from the Academic Standards Task Force which were approved by the College Assembly at the April meeting for:

Charge AS1718-02: Revisions to the academic amnesty policy

and

Charge AS1718-03: That concurrent enrollment in one-credit developmental support courses with the core course and/or 1-credit science lab courses with a lecture course, be treated as a single course for registration purposes under the academic status policies

were approved by the President and referred to Dr. Mark McCormick, Vice President of Academic and Student Affairs, and Richard Cole, Registrar, for implementation.

The following Fast Tracks have been approved since the April 2018 Assembly meeting:

The following Fast Tracks represent changes to the respective course descriptions

DHY215	Advanced Periodontology
HCD102	Food and Cooking Fundamentals
HCD106	Baking Fundamentals
HCD112	Quantity Food Production and Menu Design
HCD114	Professional Culinary Techniques
HCD116	Professional Pastry Techniques
HCD118	Cakes, Decorating and Specialty Techniques
HCD126	Global Cuisines
HCD130	Garde Manger
HCD200	Culinary Nutrition
HCD206	Food Purchasing and Cost Controls
HCD207	Marketing for the Hospitality Industry
HCD216	Beverage Management
RAD 220	Clinical Practicum II
RAD 230	Clinical Practicum III
RAD 256	Radiographic Seminar I
RAD 257	Radiographic Seminar II

FMR207 Retail Advertising, Sales Promotion and Display

COM210 Radio Broadcasting Production

The next meeting of the College Assembly will be Thursday, October 4, 2018 at 2 PM, the Brunswick Room, Crabiell Hall. The Task Force organizational meeting will be held in September.

RECOGNITION AND HEARING FROM THE PUBLIC

n/a

ADJOURNMENT

MOTION TO ADJOURN

MOT: G. Rotolo SEC: B. Myers

VOTE TO ADJOURN

FAV: 34 OPP: 0 ABS: 0

The meeting was adjourned at 2:25 PM.