

**Minutes of the College Assembly Meeting
March 7, 2019**

MEMBERS PRESENT

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

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

FACULTY: A. Castiglia, T. Corrigan, K. Costanzo, M. Curry, C. Drew, D. Grek, H. Holbeck, P. Muley, L. Nagarajan-Iyer, J. Nesi, M. Nigam, C. Quillen, G. Rotolo, R. Thompson

STUDENTS: A. Liquido, V. Mattas, R. Roque

SUPPORT STAFF: K. Hogue

TASK FORCE CHAIRS:

Academic Standards: T. Halasinski

Accessibility: E. Weir-Daidone

Bylaws: N/A

Campus Diversity: N/A

Campus Life and Community Concerns: A. Hogan

Curriculum: P. Muley

Educational Resources: N/A

Guests: A. Fields, M. Lynch, M. Roman, M. Spano

Parliamentarian: J. Kruszewski

Chair-Elect: Peter Farrett

MEMBERS ABSENT

DEANS: N/A

ASST. DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS: A. Illa

FACULTY: M. Jain, G. Leoni, U Narayanan, A. Rubin

STUDENTS: L. Barajas, A. Butt, B. Castro, D. Dixon, C. Florentino, S. Janvier, T. Kozma, J. Lempfert, B. Myers, A. Nussbaum, G. Parent, D. Shah, R. Singh, S. Syed

SUPPORT STAFF: M. Ambroziak, L. Friedman, M. Kirbos, M. Rothstein

**College Assembly Meeting
March 7, 2019**

With a quorum present, Dr. Gary Abbott, College Assembly Chair, called to order the March 7, 2019 meeting of the College Assembly at 2:01 pm, in the Brunswick Room of Crabiel Hall.

APPROVAL OF MINUTES FOR FEBRUARY 7, 2019:

A correction to the February 7, 2019 minutes was requested by J. Ferrell: under the *Report of the Chairperson*, Radiography Education: Career Track was listed as RADT.AAS, but should be RADC.AAS

Motion to revise minutes

MOT: P. Muley
SEC: T. O'Reilly

Motion to accept revised minutes

MOT: T. O'Reilly
SEC: H. Holbeck

Vote to accept revised minutes

Fav: 31 Opp: 0 Abst: 0

The minutes of February 7, 2018 are accepted as revised.

UNFINISHED BUSINESS

Dr. Abbott reminded the body of the current nominees for Second Chair Elect, as presented at the February 7, 2019 meeting:

Professor Lakshmi Nagarajan-Iyer, Business and Computer Science

Professor Terrance Corrigan, History and Social Sciences

Tim Hack, Chair, History and Social Sciences

As per Article V, Section 1.0500, Clause B, nominations from the floor for Second Chair-elect can be made at the March meeting.

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.

No nominations were received from the floor.

The candidates were asked to give a short presentation at the beginning of the April 4, 2019 College Assembly meeting, based on guidelines provided by the College Assembly office.

TASK FORCES

Academic Standards: T. Halasinski, Chair

Charge AS1819-01:

Report on the implementation status of recommendations submitted by your task force in 2017-2018, approved by the College Assembly, and forwarded to the College President for Signature.

Report:

AS1718-02

Charge: Revise the Academic Amnesty Appeal policy to allow students to retain some or all of their passing grades after Amnesty goes into effect.

Summary of Recommendation: All amnesty policies should remain unchanged with the exception that all courses with C or better may now count towards graduation credit requirements but not count towards calculation in new GPA.

Timeline of Recommendation: The recommendation was presented to the College Assembly on April 5, 2018. The vote to accept recommendation was FAV 26, OPP 0, ABS 0. The recommendation was approved, signed by the College President, and sent to the VP of Academic and Student Affairs and the Office of the Registrar on April 12, 2018.

Status of Recommendation: The recommendation has been approved by the MCC Administration and has been implemented. The statement in the MCC 2017-2018 College Catalog concerning Academic Amnesty Appeal "No credits or grades earned prior to the period of absence will be counted in the calculation of the new GPA or credits toward graduation" has been changed in the MCC 2018-2019 College Catalog to "All courses with "C" or better will count towards meeting graduation requirements but will not be included in the calculation of the new Grade Point Average (GPA)".

AS1718-03

Charge: Examine the feasibility of considering concurrent enrollment in one-credit developmental support courses with the core course, and/or 1-credit science lab courses with a lecture course, as a single course for registration purposes under the academic status policies.

Summary of Recommendation: It was recommended 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. Students may continue to file an academic appeal with their Division Dean in cases where they fell an exception to the academic status course/credit limits are warranted.

Timeline of Recommendation: The recommendation was presented to the College Assembly on April 5, 2018. The vote to accept recommendation was FAV 26, OPP 0, ABS 0. The recommendation was approved, signed by the College President, and sent to the VP of Academic and Student Affairs and the Office of the Registrar on April 12, 2018.

Status of Recommendation: The recommendation has been approved by the MCC Administration and has been implemented. The statement “Developmental support courses and science lab courses will be treated as one course when taken in conjunction with the core developmental/lab course” has been added to the Academic Probation and Academic Restriction Statuses portion of the MCC 2018-2019 College Catalog.

Accessibility for Persons with Disabilities: Elaine Weir-Daidone, Co-Chair

Bylaws: H. Holbeck

Prof. Holbeck provided a status update. After months of meetings with Human Resources Director Martha Velez, the Bylaws Task Force is in possession of a comprehensive list of the administrative and support staff positions and all of the titles on campus. This will allow the College Assembly Office to complete its obligation to produce and distribute a Job Title Report, and satisfies the charge BL1819-05 with no further action required by the Task Force.

On charge BL1819-07, to review the membership distribution of the college assembly and task forces to make sure it is equitable and effective representation of the college at large, the Task Force expects to introduce recommendations at the April 2019 meeting.

Campus Diversity: Jose Laureano, Chair

Campus Life and Community Concerns: Annie Hogan, Chair

Curriculum: Parag Muley, Chair

ENG 096 Integrated Developmental Reading and Writing

Research in the field of reading and writing instruction highlights the fact that reading and writing are integrated skill sets that should not be artificially separated (Caverly, Salsburg, & Dimino, 2016; Perin et al., 2011). Moreover, research on community college students in need of extensive developmental reading and writing instruction has demonstrated the need for more intensive, integrated semester-long courses that can prepare students for the more rigorous reading and writing assignments that they will face in college-level courses (Scrivener et al., 2018). For this reason, integrated reading and writing Developmental English courses have become common-place at both community colleges and four-year institutions including Raritan Valley Community College, Passaic Community College, Ocean County Community College, Sussex County Community College, Bergen Community College and Salem College.

Motion to accept:

Mot: C. Quigley **Sec:** T. Orosz

Vote to accept:

Fav: 31 **Opp:** 0 **Abs:** 0

ENG 096 has passed

SOC 121 Introduction to Sociology

The course description and course content were revised to better present to students and other stakeholders a more accurate and detailed scope of the course. The previous course outcomes were deemed too vague and difficult to assess properly. The new outcomes are stronger and more precise, making assessment much easier and effective.

Motion to accept:

Mot: H. Holbeck **Sec:** C. Drew

Vote to accept:

Fav: 31 **Opp:** 0 **Abs:** 0

SOC 121 has passed

SOC 223 Class and Social Inequality

Rationale:

The revised course title (“Class and Social Inequality”) reflects current terminology employed in the field and in the public sphere, making the course more recognizable to students.

The course description and course content were revised to better present to students and other stakeholders a more accurate and detailed scope of the course.

The previous course outcomes were deemed either too complex or un-assessable. The new outcomes are stronger and more precise, making assessment much easier and effective.

The addition of SOC 121 as a pre-req provides students initial exposure to issues of inequality, thus allowing this 200-level course to explore the issues of inequality with more complexity.

Motion to accept:

Mot: T. Orosz **Sec:** T. Sabol

Vote to accept:

Fav: 31 **Opp:** 0 **Abs:** 0

SOC 223 has passed

SOC 224 Marriage And The Family

Rationale:

The course description and course content were revised to better present to students and other stakeholders a more accurate and detailed scope of the course. The previous course outcomes were deemed too vague and difficult to assess properly. The new outcomes are stronger and more precise, making assessment much easier and effective.

Motion to accept:

Mot: K. Costanzo **Sec:** M. Maciolek

Vote to accept:

Fav: 31 **Opp:** 0 **Abs:** 0

SOC 224 has passed

SOC 240 Sociology of Gender

Rationale:

During the program review process, reviewing faculty found deficiencies in several areas of SOC 240: Perspectives on Sexual Identity. First, the course title and description confuse “sexual identity” with “gender identity.” Sexual identity—generally associated as a binary, biological description—does not conform to current approaches/theories and terminology in the field of sociology, which emphasizes the term gender.

The course learning outcomes were modified to address the above changes. The original course abstract did not have “Course Content Areas.” We have included this in the updated abstracts.

Motion to accept:

Mot: F. Stowe **Sec:** M. Nigam

Vote to accept:

Fav: 31 **Opp:** 0 **Abs:** 0

SOC 240 has passed

EDU 280 Foundations of Teaching and Reflection

Rationale:

After a review of both 2 and 4 year institution’s sophomore level education field experience course descriptions and course titles, changes in teacher preparation in NJ, and evaluating recent assessment data, it was determined that an emphasis on reflection and preparation for requirements associated with certification (i.e., edTPA, NJ Student Learning Standards, and effective teaching criteria) were needed to ensure EDU280 prepares students for transfer into a teacher preparation program. The emphasis of this course has to include both field experiences as well as theoretical and practical applications of reflection. The course description, learning outcomes, and course content area were modified to address this concern. The current course title, “Educational Field Experience,” does not speak to the clinical aspect that has been integrated into teacher preparation through the clinical experience and reflection.

Motion to accept:

Mot: A. Castiglia **Sec:** C. Drew

Vote to accept:

Fav: 31 **Opp:** 0 **Abs:** 0

EDU 280 has passed

Educational Resources: N/A

NEW BUSINESS

The body was alerted that nomination forms for the 2019-2021 College Assembly term were sent out in early February, and those with expiring terms were urged to notify the appropriate supervisor if they would like to continue to serve on the College Assembly and/or a task force.

REPORT OF THE CHAIRPERSON

The following Fast Track Curricula have been approved since the last meeting of the College Assembly:

CIT 212	Water Resources Technology
	Change in pre-requisites
RAD 256	Radiographic Seminar 1
	Course Description

The following programs from HCD have all removed PE/HED to meet the 60 credit requirement:

DIET.AS	Dietetics Associate of Science
DIET.AAS	Dietetic Technology Associate of Applied Science
CULI.AAS	Culinary Arts Associate of Applied Science
HOSP.AAS	Hospitality Management Associate of Applied Science

60 Credit Initiative

Dr. Abbott explained the *60 Credit Initiative* in response to the NJDOE mandate that Associates degrees must be completed in 60 credits, and that all programs except those with external accreditation must be in compliance by the Fall 2019 semester. Dr. Abbott further explained that expedite this time-critical process, we are using the fast track approval process, as would be expected for programs which only involve minor changes, such as removing the PED/HED requirement and reordering the sequencing of courses to follow Guided Pathways. For the purpose of the *60 Credit Initiative*, fast tracks for programs with more in depth changes will include:

1. The line *60 Credit Initiative Program Revisions* added to the title of the fast track.
2. An explanatory section added to the purpose which reads:

- a. For the purpose of expediting the program reductions to 60 credits, the fast track process is being used with the understanding that the proposal has been agreed upon by department, is appropriate, and is consistent with the College's Guided Pathways priorities. Provided that those conditions are met, the signatories of the fast track form indicate whether they approve the proposal.
3. A mandatory review by the full Curriculum Task Force before distributing for administrative vote.
4. Required administrative response for approval:
"I agree that these changes, which have been vetted by the Department, are appropriate and should be made."

Where possible, some programs with similar changes have been grouped as one fast track, such as the LA AA degrees (with the exception of LA Business, and Natural Sciences AS degrees.)

For the benefit of College Assembly members, Dr. Abbott projected a chart tracking the progress of the 60 Credit Initiative.

Committee for Governance Review

Dr. Abbott updated the body on the progress of the Committee for Governance Review:

A shared documents file has been created to allow committee members to upload their findings on governance structures at other institutions.

A second shared document file has been created for the governance survey, which is expected to be distributed by mid-March.

The next meeting of the College Assembly will be held on Thursday, April 4, 2019 at 2:00 PM.

RECOGNITION AND HEARING FROM THE PUBLIC

ADJOURNMENT

Motion to Adjourn

Mot: M. Brinson

Sec: T. O'Reilly

Vote to adjourn

Fav: 31 Opp: 0 Abst: 0

The meeting was adjourned at 2:34 pm