

**Minutes of the College Assembly Meeting  
October 3, 2019**

**MEMBERS PRESENT**

**DEANS:** M. Brinson, R. Bucciarelli

**ASST. DEANS/DEPARTMENT CHAIRS/DIRECTORS/ADMINISTRATORS:** G. Abbott, N. Berger, C. Green, M. Maciolek, T. O'Reilly, T. Orosz, T. Sabol, F. Stowe

**FACULTY:** A. Castiglia, N. Archer, C. Condie, T. Corrigan, K. Costanzo, S. Kim, G. Leoni, D. Markowicz, P. Muley, L. Nagarajan-Iyer, M. Nigam, I. Pavlyuk, N. Thompson

**STUDENTS:** P. Dawoud, D. Irani, M. Mejia-Martinez, D. Patel, H. Patel, M. Patel, A. Rusinovich, D. Vachhani, E. Varghese

**SUPPORT STAFF:** F. Conte, K. Hogue, T. Varites

**TASK FORCE CHAIRS:**

**Academic Standards:** T. Halasinski

**Accessibility:** M. Ellis, K. Nagy

**Bylaws:** G. Abbott

**Campus Diversity:**

**Campus Life and Community Concerns:** A. Hogan

**Curriculum:** K. Costanzo

**Educational Resources:**

**Guests:** A. Askew, A. Cakmak, R. Cole, J. Ferrell, T. Hack, J. Herron, M. Lynch, L. Scherr

**Parliamentarian:** J. Kruszewski

**Chair-Elect:**

**MEMBERS ABSENT**

**DEANS:** n/a

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

**FACULTY:** J. Nesi, R. Thompson, L. Tobin

**STUDENTS:** A. Bhavsar, S. Farzan, S. Janvier, J. Ogidi, K. Patadia, T. Reid, D. Thaker

**SUPPORT STAFF:** M. Ambroziak, M. Rothstein

**College Assembly Meeting  
October 4, 2018**

With a quorum present, Chairperson Peter Farrett called to order the October 3, 2019 meeting of the College Assembly, at 2:04 PM, in the Rose M. Channing Danziz Amphitheater, L'Hommedieu Hall.

As this was the first meeting of the new academic year, President Mark McCormick offered welcoming remarks. Dr. McCormick encouraged student members to participate fully and actively. He also reminded Assembly members of the task he proposed in the previous year to evaluate and consider changes to the current shared governance model. He proposed instead an iterative model of shared governance that encourages extending conversation to administration rather than offering only pass or fail choices to Assembly recommendations, and encouraged further efforts to develop a model customized for the needs of MCC.

Dr. Farrett also extended a welcome to the body, reminding them that their objective with the College Assembly is to fulfill the mission of the college, "to provide access to a quality, affordable education for a diverse population, to support student success for lifelong learning, and to strengthen the economic, social and cultural life of the community."

Dr. Farrett thanked Vice President of Academic Affairs for providing refreshments, and acknowledged the Parliamentarian, John Kruszewski, and Second Parliamentarian, Theresa Orosz, and thanked them for their continued service. Contact information for the College Assembly office was provided. The basic College Assembly meeting procedures were reviewed.

**APPROVAL OF MINUTES FOR MAY 2, 2019:**

**Motion to accept minutes**

MOT: M. Brinson

SEC: T. Orosz

No Discussion

**Vote to accept minutes**

Fav: 34      Opp: 0      Abst: 0

The minutes of May 2, 2019 are accepted as presented.

**UNFINISHED BUSINESS**

Dr. Gary Abbott, Shared Governance Review Committee Chair, summarized that committee's findings from their research in the previous semester (see below).

Recommendation	Rationale from Data
Create a Steering Committee	<p>NJCC model used at Atlantic Cape, Brookdale, Mercer, and Passaic</p> <p>Survey: Suggestion on how to streamline creating charges and conducting business.</p>
Periodic Reporting	<p>Survey: General lack of awareness of how MCC governance works</p> <p>Survey: Problematic communication</p>
Increased Assembly Presence	<p>Survey: General lack of awareness of how MCC governance works</p> <p>Survey: Uncertainty in what happens during meetings</p>
Task Forces- Nominations, Work Flow, Follow Through	<p>Survey: Need for a better process to identify and elect representatives for the Task Forces and general body</p> <p>Survey: Concerns about creation and implementation of TF charges</p> <p>Survey: Inefficient work flow</p>
Incorporating Diversity	<p>NJCC: present in governance structures</p> <p>MCC Mission and Value Statements emphasis diversity as an integral part of the college community and work.</p> <p>Survey: Include the idea of “serving and embracing” diversity in every task force</p>

Dr. Abbott requested a motion from the body to allow the Bylaws Task Force to investigate the creation of an Executive Committee for College Assembly, including membership and scope of authority.

Mot: P. Muley Sec: K. Costanzo

Fav: 34 Opp: 0 Abs:0

Motion passes

## **TASK FORCES**

### **Academic Standards: T. Halasinski, Chair**

- AS1920-01 Report on the implementation status of recommendations submitted by your task force in 2018-2019, approved by the College Assembly, and forwarded to the College President for Signature.
- AS1920-02 Review recommendations going back 5 years and assess their implementation and possible need to be readdressed.
- AS1920-03 Investigate and develop additional charges for the task force. Note that, per College Assembly Bylaws Article VII, section 1.0704-E, "all matters to be considered by a College Assembly Task Force must first be submitted to the Chairperson of the College Assembly for action. Therefore, all new charges must be officially recorded with the College Assembly Office.
- AS1920-04 Consider the need for a policy requiring permission from the department chair for non-matriculated students enrolling in any science course requiring a prerequisite of one or more college-level laboratory courses.

#### **RATIONALE:**

The current policy at MCC permits any student holding a bachelor's degree or higher in any subject or who presents a visiting student letter to register for any course up to 12 credits. Thus, students with degrees in fields other than science are permitted to register for majors science courses, for which significant science prerequisite coursework is required and expected.

In recent years, an increasing number of students with non-science degrees are returning to complete courses necessary to apply to schools of allied health for nursing, physician assistant, etc. One of the required courses is microbiology, for which MCC offers two levels: BIO211 for allied health and BIO221 for science transfer majors. The prerequisites required for BIO211 are only high school biology and chemistry, therefore, time is built into the course for review of fundamental principles and skills in both lecture and lab. Conversely, the prerequisites for BIO221 are completion of college-level biology and chemistry. These courses cover many more specific skills that are necessary to safely handle materials and equipment used in more advanced science courses such as microbiology and organic chemistry, which is also occasionally required before applying to professional programs.

Although BIO211 is the more appropriate course for most allied health programs, students often opt for BIO221 if they are unaware of the difference in courses or if desired BIO211 sections are closed. Since many of these students have never worked in a college laboratory, significant time is taken away from those students who are prepared when an instructor must explain and/or demonstrate basic skills. More importantly, permitting students with little to no prior laboratory experience to work with open flames and hot plates, handle strong acids and bases, use pipettes and other instruments for the first time, etc., presents a significant safety liability in any lab, but particularly in microbiology where potential pathogens are handled.

Members:

Theresa O'Reilly	Melissa Edwards	Daniel Grek
Lisa Rodriguez-Gregory	Thomas Halasinski	Lynn Tobin
Richard Cole	Jennifer Applebee	TBA
Mirta Tejada	Phalguni Ghosh	Kevin Farrell
TBA	Andy Rubin	Leslie Gonzalez
R. Myung-In Kim	Risa Levi	Sarah Nemschick

**Accessibility for Persons with Disabilities:** M. Ellis, K. Nagy, Co-Chairs

- AC1920-01 Report on the implementation status of recommendations submitted by your task force in 2018-2019, approved by the College Assembly, and forwarded to the College President for Signature.
- AC1920-02 Review recommendations going back 5 years and assess their implementation and possible need to be readdressed.
- AC1920-03 Investigate and develop additional charges for the task force. Note that, per College Assembly Bylaws Article VII, section 1.0704-E, "all matters to be considered by a College Assembly Task Force must first be submitted to the Chairperson of the College Assembly for action. Therefore, all new charges must be officially recorded with the College Assembly Office.
- AC1920-04 Assess whether current web and online course accessibility meet the needs of persons with disabilities.
- AC1920-05 Investigate the efficacy of the disability compliance process and education for new employee hires and determine areas in need of improvement.

Members:

Elaine Weir-Daidone	Sheema Majiduddin	TBA
Randy Larate	Jason Holmwood	Kathleen Hogue
Melissa Ellis	Chris Drew	Monica Foley-Rodriguez
Judi DiMaio	Andrew Dzurisin	Rachel Escobedo
Rose Williams	Tonya Hall	Brendon Brito
Kathy Nagy	Cheryl Kolber	

**Bylaws:** G. Abbott, Chair

- BL1819-01 Report on the implementation status of recommendations submitted by your task force in 2018-2019, approved by the College Assembly, and forwarded to the College President for Signature.
- BL1920-02 Investigate and develop additional charges for the task force. Note that, per College Assembly Bylaws Article VII, section 1.0704-E, “all matters to be considered by a College Assembly Task Force must first be submitted to the Chairperson of the College Assembly for action. Therefore, all new charges must be officially recorded with the College Assembly Office.
- BL1920-03 Following the recommendation from the Ad-Hoc Committee’s Assessment of College Governance, investigate the creation of an Executive Committee for College Assembly, including membership and scope of authority (added 10/3/19).

**Members**

Gary Abbott

Donna Howell

Nick Picioccio

Katalin Toth-Gyurian

Theresa Orosz

Alice Picardo

**Campus Diversity:** Jose Laureano, Chair

n/a

**Campus Life and Community Concerns:** Annie Hogan, Chair

- CL1920-01 Report on the implementation status of recommendations submitted by your task force in 2018-2019, approved by the College Assembly, and forwarded to the College President for Signature.
- CL1920-02 Review recommendations going back 5 years and assess their implementation and possible need to be readdressed.
- CL1920-03 Investigate and develop additional charges for the task force. Note that, per College Assembly Bylaws Article VII, section 1.0704-E, “all matters to be considered by a College Assembly Task Force must first be submitted to the Chairperson of the College Assembly for action. Therefore, all new charges must be officially recorded with the College Assembly Office.

CL1920-04 Examine the need for a policy regulating the use of wheeled recreational devices (e.g.: skateboards, scooters, skates, etc.) inside buildings on campus.

Rationale: A staff member reported multiple incidences of the use of such devices in campus buildings.

Members:

Celia Winchester	Gwen Strokus	Abdullah Mohamed
Lakshmi Nagarajan-Iyer	Rich Sudnick	Matthew Mejia-Martinez
Annie Hogan	Gina Bedoya	Mansi Patel
Cristobal Espinoza	Evelyn Rosa	Esther Varghesee
Ode Hoppie	Neil Brosnan	Ricardo Hernandez

**Curriculum:** K. Costanzo, Chair

CU1920-01 Report on the implementation status of recommendations not related to course and program approval submitted by your task force in 2018-2019, approved by the College Assembly, and forwarded to the College President for Signature.

CU1920-02 Evaluate all new or revised curricula and programs according to the Curriculum Procedure Manual. Make appropriate recommendations.

Members:

Tim Hack	Bobbi George	John Kruszewski
Nancy Berger	Patricia Luck	TBA
Parag Muley	Kathleen Costanzo	Halima Sadiq
Uma Narayanan	Mary Adams	Uzair Arif
Ellen Shur	Anthony Celi	
Iryna Pavlyuk	Ashley Miller	

**Educational Resources:** J. Aubourg, Chair

n/a

## **NEW BUSINESS**

NONE

## **REPORT OF THE CHAIRPERSON**

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

HLTH.AAS	Health Science, AAS Clarify lab science option
ACC.AAS	Accounting AAS Clarify requirements
MKT.AAS	Marketing AAS Clarify requirements
BIS.AS	Business Information Systems AS Clarify requirements
LABUS.AS	Liberal Arts: Business Clarify paired course requirements
MGT.AAS	Management AAS Clarify requirements
CSNN.AAS	Network Administration and Support AAS Clarify technical elective options
FMR.AAS	Fashion Merchandising and Retail Management AAS Clarify requirements
CSC.AS	Computer Science Transfer AS Clarify technical elective options
CSI.AAS	Computer Information Systems AAS Clarify technical elective options
ESL.UN	ESL, Non-Degree program Labeling of Course levels
DHY.AAS	Dental Hygiene AAS



Change in course order to allow full time status in fourth semester.

DHY 208      Pharmacology

Change in pre-requisites

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Recommendations submitted in May from the Bylaws, Campus Life and Community Concerns, and Campus Diversity were reviewed with the President immediately before this meeting. The outcomes of that discussion will be included in the November Report of the Chair.

### **RECOGNITION AND HEARING FROM THE PUBLIC**

None

### **ADJOURNMENT**

#### **Motion to Adjourn**

**Mot:** M. Brinson

**Sec:** T. Orosz

#### **Vote to adjourn**

Fav: 34      Opp: 0      Abst: 0

The meeting was adjourned at 2:48 PM