

TO: Members of the College Assembly
FROM: Professor Jeremy Nickerson
Chair, College Assembly
RE: College Assembly Annual Report: 2013-2014
DATE: June 30, 2014

RECOMMENDATION **PRESIDENTIAL APPROVAL**

Academic Standards Task Force:
Dr. George Allen, Chair – 2013 - 2014

On the charge to: review and recommend a change to the Nursing Program's grading criteria.

- **That the changes presented by the Nursing Department, as listed below be considered by the College Assembly. The changes are outlined:**

Currently, the grading system for the nursing program is:

<u>Letter Grade</u>	<u>Point System</u>	<u>Grade Range</u>
A	4.0	93-100
B	3.0	85-92
C	2.0	77-84
F	0	76 or below

The recommendation is to add the use of B+, C+, and a D:

<u>Letter Grade</u>	<u>Point System</u>	<u>Grade Range</u>
A	4.0	93-100
B+	3.5	89-92
B	3.0	85-88
C+	2.5	81-84
C	2.0	77-80
D	1.0	70-76
F	0	69 or below

To be implemented by: Vice President for Academic and Student Services and the Nursing Department

RECOMMENDATION

On the charge to: Investigate making Student Success (SSD 101) a requirement for all students.

Report:

There is no recommendation for this charge.

Rationale:

1. The college is limited as to the maximum number of credits two-year programs are allowed to have. Many programs, especially in the Professional Studies division, are already at the maximum allowable number of credits, with courses dictated by accreditation organizations and state general education requirements. Requiring SSD 101 for every student would cause the displacement of another course in every program of study offered by the college.
2. Many members of this task force were not comfortable with the "one size fits all" approach to SSD that this charge proposes. Although material in the current course would be useful for many of our students, many of us thought that some of it would not be equally applicable to all disciplines, and might even be thought too basic and pedantic for students with stronger academic backgrounds. If such a proposal were to be implemented in the future, many members of the task force would prefer the development of discipline specific courses.
3. Currently Sussex County College appears to be the only community college in NJ that has a requirement for a three-credit student success course (some other colleges require a one-credit course, and others incorporate SS elements into their first year experience program). This led the task force to explore the transferability of such a course. A three-credit SS course would not transfer to Rutgers, and we believe a similar situation may arise with other four-year institutions.

On the charge to: Investigate the addition of a curriculum Grade Point Average to student transcripts.

Report:

There is no recommendation for this charge.

Rationale:

1. Curriculum GPA is calculated in cases where a student has changed majors, and their cumulative GPA is below the minimum requirement for graduation. A new GPA is calculated using the required courses for the student's current program of study, and excludes the courses from previous majors that the student no longer requires (e.g. A student who spent a semester as an engineering major, and then switched to English, would have a GPA calculated excluding the engineering specific courses). This currently is calculated on appeal.
2. The very small number (less than ten/year) of students that benefit from the calculation of a curriculum GPA probably does not justify the modification of our systems to accommodate it.

3. No other NJ county college (as indicated in their most recent catalogs) uses curriculum GPA. They all use the same system as we do-semester GPA and cumulative GPA.

Accessibility for Persons with Disabilities Task Force:

Ms. Tara Canavera, Chair – 2013 - 2014

On the charge to: Review plans for new construction on the Middlesex County College campus to ensure the buildings are designed according to the 2010 ADA (Americans with Disabilities Act) Standards for Accessible Design.

<http://www.ada.gov/regs2010/2010ADAStandards/2010ADAstandards.htm>

On the charge to: Examine the need to spend additional time or resources clearing pathways from handicap parking spaces to building entrances to ensure accessibility for students with disabilities.

- **That at the beginning of each semester there be an announcement on Campus Cruiser with the phone number of Facilities Management.** **5/28/14**

To be implemented by: Executive Director Facilities Management

Bylaws Task Force:

Professor Donna Gardner, Chair – 2013-2014

On the charge to: Review the Bylaws and make recommendations for changes according to the July 2013 organizational structure. Be sure to also include changes that will need to be considered for the appendices.

- **Revisions to reflect the current structure of the College divisions.** **5/12/14**

To be implemented by: The College Assembly Office

On the charge to: Discuss strategies for carrying curriculum or other items over from one academic year to the next so that the process does not need to begin as if progress was not made.

On the charge to: Discuss procedures for what can happen when time runs out and all items are not discussed at scheduled meetings (especially the last meeting) of the year (i.e. process or requirement for scheduling additional Division Council, Task Force or CA meetings). The goal is to move all work forward.

RECOMMENDATION

Report:

There is no recommendation for the above charges.

Rationale:

Section 1.1002 of Article X of the College Assembly states: “The College Assembly shall be governed by the most current edition of *Robert’s Rules of Order* to determine the questions of parliamentary procedure not herein specifically provided.” Keeping that in mind, section 21 of Chapter VII in *Robert’s Rules of Order* states: “When the adjournment closes a session in a body that will not have another regular session within a quarterly time interval , or closes a session that ends the term of all or some of the members (as may happen in an elected legislative assembly or in a board): The business that is unfinished at the time of adjournment falls to the ground. It can be introduced at the next session, however, the same as if it had never before been brought up.”

Since the College Assembly follows Robert’s Rules of Order, with respect to that rule, it would not be appropriate to carry unfinished business to the next academic year. The rationale for this is clear—each year, the terms of various members of the Assembly and the Task Forces expire, so unfinished business that is carried forward to the next academic year would be picked up by members, some of whom would be new and would not have been part of the initial discussion. New members need to be part of the process from the beginning. They can’t be drawn into the process mid-stream. New members bring their own ideas and perspectives. They must be given the opportunity to draw their own conclusions, voice their opinions, and vote on matters only after being fully engaged in the business of the Assembly and/or Task Force from the onset.

Campus Diversity Task Force:

Professor Lakshmi Nagarajan-Iyer, Chair- 2013-2014

None

Campus Life and Community Concerns:

Dr. Thomas Halasinski, Chair – 2013-2014

On the charge to: Examine the use of mobile devices and applications at MCC, and report on what’s used, what’s new, and what should be used from the student viewpoint.

- That the design of the main MCC mobile website has not reached its potential usefulness. We recommend to modify the design of our main mobile website to include icons in the display in place of the currently used text links. In addition, we recommend that our main MCC mobile website list events and announcements in more user friendly format geared towards the smaller screens of mobile devices. 5/12/14

To be implemented by: Vice President for Institutional Management

RECOMMENDATION

**PRESIDENTIAL
APPROVAL**

On the charge to: Investigate the need for a policy regarding the use of electronic cigarettes in the classroom and on campus. Make appropriate recommendations.

- **That the growing use of electronic cigarettes and similar vapor inhalation devices in our community and on our campus necessitates the need for a college-wide policy concerning these types of devices. We recommend our campus policy include electronic cigarettes and similar devices with those tobacco products already prohibited from use in all locations owned, leased or otherwise utilized for College purposes and over which the College has control of the smoking policy. The use of electronic cigarettes and similar devices along with tobacco smoking should be permitted only in an individual's vehicle at any Middlesex County College location.** **3/22/14**
To be implemented by: The Board of Trustees - Policy

On the charge to: Report on the implementation status of recommendations submitted by the Campus Life Task Force and the Community Concerns Task Force in 2011 – 2012, approved by the College Assembly, and forwarded to the College President for signature.

Report:

The Campus Life Task Force and the Community Concerns Task Force did not meet during the 2011 – 2012 academic year as the Bylaws Task Force was in the process of reviewing the membership of the committee.

What follows is a report on the implementation status of recommendations submitted by the Campus Life Task Force and the Community Concerns Task Force in 2010 – 2011 academic year, approved by the College Assembly, and forwarded to the College President for Signature.

Community Concerns Task Force

Previous Charge:

“Based on the task force's review and discussions concerning the status of recommendations submitted during the 2009 – 2010 academic year, re-examine the need for the continuance of this task force in its current form. Make appropriate recommendations.”

RECOMMENDATION

Previous Recommendation:

“We recommend recombining the Task Force on Community Concerns with the Task Force on Campus Life.”

Vote on recommendation:

App: Unanimous Opp: 0 Abs: 0

Motion passes. April 7, 2011

President’s Response:

The recommendation was approved by Dr. Joann La Perla-Morales and was referred to the Bylaws Task Force for implementation.

The members attending the last meeting of the semester of the combined Campus Life and Community Concerns Task Force on April 10, 2014 agreed that the combining of the two tasks forces seems to be working.

Previous Charge:

“Explore outreach with community organizations to see if initiatives of mutual benefit can be developed. Make appropriate recommendations.”

Previous Recommendation:

“The policy of the College is to be an integral member of our community. We recommend that all departments and offices within the College seek opportunities to strengthen our relationships with the communities in the surrounding areas.”

Vote on recommendation:

App: Unanimous Opp: 0 Abs: 2

Motion passes. March 3, 2011

President’s Response:

This recommendation was not signed as it was felt that this is currently taking place and is an inherent function of all departments and offices on campus.

Campus Life Task Force

Previous Charge:

“Review the college plan for evacuation of students, staff, and visitors in the event of an emergency. Working with the Accessibility for Persons with Disabilities Task Force, include considerations for individuals with disabilities. Make appropriate recommendations.”

Previous Recommendation:

“It is recommended that the College offer mandatory training for all faculty and staff with regard to expected procedure during campus emergencies, including evacuations.”

Faculty and staff should be informed of their responsibilities with respect to students with disabilities during an emergency and training should be given in the use of emergency equipment such as the evacu-chair, defibrillator devices, and fire extinguishers. Greater publicity should be given to the availability of emergency guidelines that are currently available on the College Infonet at <http://www.middlesexcc.edu/police/control.cfm/ID/1033>. It is also recommended that the attendance of faculty and staff who complete such training be verified.

Vote on recommendation:

App: Unanimous Opp: 0 Abs: 0

Motion passes. December 2, 2010.

President's Response:

The recommendation wasn't signed as it was felt that the items in the recommendation are currently being addressed. Chief Smilek reported that separate training videos in the use of evacu-chairs, defibrillators, and fire extinguishers will soon be available on the college website. Additionally, individual and department/group training by the campus police is ongoing and available by request throughout the year, with emergency guidelines accessible through the Emergency Resources link on the Infonet.

Previous Charge:

"Investigate the feasibility of installing gates at all staff parking lots, issuing key cards to faculty, staff, and adjuncts to provide access to the lots, and reinstating student parking decals. Make appropriate recommendations."

Previous Recommendation:

"Installing and maintaining gates at staff parking lots would be prohibitively costly and may create new, unforeseen problems such as delays in traffic. The Campus Life Task Force therefore recommends that none be built. Middlesex County College is currently re-introducing student car decals that will be distributed at student orientation. While their primary purpose is to raise the visibility of the college as students drive about off-campus, the decals may become a useful component in an improved parking plan for students. The Campus Life Task Force recommends that administration consider the decals as a part of a future student parking policy rather than just a promotional tool."

Vote on recommendation:

App: Unanimous Opp: 0 Abs: 0

Motion passes. May 5, 2011.

RECOMMENDATION

President's Response:

The recommendation was approved by Dr. Joann La Perla-Morales on July 20, 2011 and was referred to the Executive Director of Facilities Management (Mr. Donald Drost) for implementation. He advised that parking decals will now be provided to all MCC students including full-time, part-time, and continuing education students. Vehicles without decals in student lots, however, will not be subjected to parking tickets for no decal.

Spring semester 2014, Donald Drost stated that all students are currently issued MCC stickers for their cars by First Year Experience as part of their orientation package, though the sticker is not identified as a "parking permit". He noted that anyone (student, visitor, guest, staff, etc.) is permitted to park in a white lined space with or without a decal. The only spaces on campus that require a parking permit are staff (green lined spaces) and disabled (blue lined spaces). He also noted that any vehicle parked in a staff lot without a staff decal is issued a MCCPD ticket with a \$25 fine. This applies to vehicles with or without a student decal. Student parking permits were eliminated about 10 years ago as they were no longer necessary. They initially were used to connect a student to a vehicle. That became no longer necessary when the college police installed computers in their cars with access to the MV data base. It was also problematic because vehicles without a decal (guest, visitors, and prospective students) would get tickets for not having a permit if they did not stop to get a temporary one from MCCPD. We should not treat a guest in that manner. Lastly, Donald Drost noted that there was a full-time traffic clerk position to keep track of all the student decals but that position was eliminated along with the decals and the person transferred to another department.

Curriculum Task Force:

Professor Nicholas Picioccio, Chair - 2013-2014

On the charge to: Evaluate all new or revised curricula and programs according to the Curriculum Procedure Manual.

COMPUTER SCIENCE AND INFORMATION TECHNOLOGY

CSC 112: Introduction to Business Information Systems	Pending
New Course	
CSC 118: Introduction to Web Technologies	Pending
New Course	
IDC 102: Computer Technology Essentials	4/21/14
New Course	
Business Information Systems Transfer Degree A.S.	Pending
New Curriculum	

RECOMMENDATION	PRESIDENTIAL APPROVAL
<u>ESL/LANGUAGES AND CULTURES</u>	
ASL 221: Intermediate American Sign Language I New Course	5/12/14
ASL 223: Deaf Culture and History New Course	5/12/14
<u>ENGLISH</u>	
ENG 085: Accelerated Learning Program for ENG 009 New Course	Pending
RDG 085: Accelerated Learning Program for RDG 009 New Course	Pending
<u>HISTORY AND SOCIAL SCIENCE</u>	
GLS 121: Introduction to Global Studies New Course	5/12/14
GLS 123: Global Terrorism New Course	5/12/14
GLS 131: World Geography New Course	5/12/14
HIS 131: World History I New Course	5/12/14
HIS 132: World History II New Course	5/12/14
IDC 103: Teaching with Technology New Course	4/21/14
IDC 123: Introduction to Special Education and Disabilities in American Society New Course	4/21/14
PSY 218: Research Methods New Course	5/12/14
Education Transfer A.S. New Curriculum	4/21/14
Liberal Arts Psychology A.A. Change in Curriculum	5/12/14
<u>HOSPITALITY, CULINARY ARTS AND DIETETICS</u>	
HCD 104: Hospitality Technologies New Course	Pending
HCD 126: Global Cuisines New Course	6/23/14
HCD 200: Culinary Nutrition New Course	6/23/14

RECOMMENDATION	PRESIDENTIAL APPROVAL
HCD 203: Hospitality Facilities Management & Design New Course	6/23/14
Culinary Arts Degree A.A.S. New Curriculum	6/23/14
Hospitality Management Degree A.A.S. New Curriculum	6/23/14
 <u>MATHEMATICS</u>	
MAT 060: Basic Mathematics Bridge New Course	4/21/14
MAT 065: Accelerated Basic Mathematics New Course	Pending
MAT 070: Algebra I Bridge New Course	4/21/14
MAT 085: Accelerated Algebra I New Course	Pending
MAT 095: Algebra II Bridge New Course	7/28/14
 <u>NATURAL SCIENCES</u>	
FSC 213: Fire Science Hydraulics New Course	5/12/14
 <u>RESPIRATORY CARE</u>	
<p>As per the College Assembly Recommendation dated April 5, 2012 and signed by the President, courses under the purview of partner institutions will be recognized as written. This course is under the purview of Rutgers University – College of Health Related Professions as part of the Joint Program for an Associate in Science in Respiratory Care.</p>	
RST 100: Core Concepts in Respiratory Care Change in Co-requisites(s), Catalog Course Description, Credit Hours	
RST 101: Fundamentals of Respiratory Care Change in Co-requisites(s), Catalog Course Description, Contact Hours	
RST 102: Clinical Practice I Change in Co-requisite(s), Catalog Course Description, Contact Hours	
RST 103: Applied Cardiopulmonary Pathophysiology I Change in Co-requisite(s), Credit Hours, Contact Hours	
RST 201: Patient Management – Critical Care Change in Prerequisite(s), Co-requisite(s), Catalog Course Description, Contact Hours	

RECOMMENDATION

- RST 203: Applied Cardiopulmonary Pathophysiology II
Change in Prerequisite(s), Catalog Course Description
- RST 207: Cardiopulmonary Pharmacology
Change in Prerequisite(s), Co-requisites, Catalog Course Description,
Credit Hours, Contact Hours
- RST 208: Principles of Ventilatory Support
Change in Catalog Course Description, Credit Hours, Contact Hours
- RST 209: Clinical Practice II
Change in Prerequisites, Catalog Course Description, Contact Hours
- RST 210: Cardiopulmonary Evaluation
Change in Co-requisite(s), Catalog Course Description, Credit Hours, Contact Hours
- RST 211: Pediatric/Neonatal Respiratory Care
Change in Prerequisite(s), Catalog Course Description, Contact Hours
- RST 212: Long Term, Home and Rehabilitative Care
Change in Catalog Course Description

Respiratory Care A.S. (Joint Program with Rutgers University-School of Health Related Professions Respiratory Therapy Department) **4/21/14**
Change in Curriculum

VISUAL, PERFORMING & MEDIA ARTS

- GAM 218: 3D Modeling and Animation Foundations** **4/21/14**
New Course
- GAM 219: Game Design Foundations** **4/21/14**
New Course
- GAM 222: Animation Workshop** **4/21/14**
New Course
- GAM 223: Game Design Workshop** **4/21/14**
New Course
- GAM 280: Portfolio** **4/21/14**
New Course
- Media Arts and Design: Gaming/Animation Option A.A.S.** **4/21/14**
New Curriculum

Reported to the College Assembly: FAST-TRACK APPROVAL

ACCOUNTING, BUSINESS AND LEGAL STUDIES

Event Planning Management Certificate **4/10/14**
To correct current catalog course numbers to the new HCD designation for a correct match

RECOMMENDATION	PRESIDENTIAL APPROVAL
MGT 216: Seminar in Management Experiences The Accounting Business and Legal Studies Department will replace the capstone seminar courses in all the majors that require a seminar class with MGT 216, Seminar in Management Experiences. This change will eliminate the need for student to fill out substitution forms and will adjust the curriculum sheets to reflect this change.	5/23/14
<u>COMPUTER SCIENCE & INFORMATION TECHNOLOGY</u>	
CSC 106: Intermediate PC Applications with Programming Change in prerequisite(s) to CSC 105 or CSC 107 or IDC 102 and MAT 014 or appropriate score on the College's placement test.	4/14/14
CSC 200: Networking Technologies New course title: Telecommunications and Networks	4/14/14
CSC 225: Systems Analysis New course title: Systems Analysis and Design	4/14/14
CSC 233: Computer Architecture and Assembly Language I Delete from the college catalogue.	3/10/14
CSC 234: Computer Architecture and Assembly Language II Delete from the college catalogue.	3/10/14
CSC 239: Database Concepts Change in prerequisites to: CSC 106 or CSC 133 or CSC 161	4/14/14
<u>DENTAL AUXILIARIES</u>	
DHY 203: General and Oral Pathology Change in prerequisites	3/13/14
DHY 204: Dental Materials Change in course code	2/26/14
DHY 207: Dental Health Education Change in prerequisites	3/13/14
DHY 211: Preventive Oral Health Services III Change in prerequisites	3/13/14
DHY 215: Advanced Periodontology Change in prerequisites	3/13/14
<u>ENGINEERING TECHNOLOGY</u>	
MCT 101: Introduction to Engineering Technology Change in catalogue course description	4/15/14
MEC 250: Solid Modeling Change in prerequisite	2/10/14

RECOMMENDATION**PRESIDENTIAL
APPROVAL****HISTORY AND SOCIAL SCIENCE****EDU 280: Education Field Experience****10/7/13**

For immediate and temporary suspension of EDU 121 or EDU 122 as prerequisite for EDU 280. PSY 226 will remain the prerequisite for EDU 280.

HOSPITALITY, CULINARY ARTS AND DIETETICS**DTC 101: Introduction to Dietetic Technology****2/24/14**

Change in course code: HCD 151

DTC 102: Tools and Techniques of the Nutrition Care Process**2/24/14**

Change in course code: HCD 152

DTC 208: Supervised Field Experience – Nutrition Care**2/24/14**

Change in course code: HCD 155

DTC 209: Supervised Field Experience: Foodservice Systems Management**2/24/14**

Change in course code: HCD 256

DTC 210: Supervised Field Experience: Clinical, Community, Foodservice**2/24/14**

Change in course code: HCD 257

DTC 220: Seminar in Dietetic Technology**2/24/14**

Change in course code: HCD 259

HRI 101: Introduction to Hotel, Restaurant and Institutional Management**2/24/14**

Change in: course code: HCD 101, course name: Introduction to the Hospitality Industry, course description

HRI 103: Principles of Food Selection and Preparation**2/24/14**

Change in: course code: HCD 102, course name: Food and Cooking Fundamentals, added co-requisite: HCD 104, course description

HRI 105: Basic Nutrition**2/24/14**

Change in course code: HCD 105

HRI 107: Baking Fundamentals**2/24/14**

Change in course code: HCD 106, course description

HRI 108: Quantity Food Production**2/24/14**

Change in course name: Quantity Food Production and Menu Design, course code: HCD 112, added co-requisite: HCD 108, course description

HRI 109: Professional Culinary Techniques**2/24/14**

Change in course code: HCD 114

HRI 110: Supervisory Development in the Lodging and Foodservice Industry**2/24/14**

Change in course code: HCD 125, course name: Management and Leadership in the Hospitality Industry

HRI 111: Culinary Arts Externship**2/24/14**

Change in course code: HCD 225, added prerequisites: HCD 102, HCD 108, HCD 112, course description

HRI 114: Garde Manager**2/24/14**

Change in course code: HCD 130, course description

RECOMMENDATION	PRESIDENTIAL APPROVAL
HRI 115: Foodservice Operations Change in course name: HCD 124, course description	2/24/14
HRI 116: Professional Pastry Technique Change in course code: HCD 116, course description	2/24/14
HRI 118: Cakes, Decorating and Specialty Techniques Change in course code: HCD 118	2/24/14
HRI 120: Baking & Pastry Arts Externship Change in course code: HCD 224, added prerequisites HCD 108, HCD 116, HCD 118, course description	2/24/14
HRI 201: Hotel-Motel Front Office Operations Change in course code: HCD 201, course name: Hotel Front Office Operations, course description	2/24/14
HRI 203: Banquet & Dining Room Management Change in course code: HCD 230, added prerequisite HCD 112, course description	2/24/14
HRI 204: Seminar and Cooperative Work Experience Change in course code: HCD 204	2/24/14
HRI 205: Food and Beverage Controls and Purchasing Change in course code: HCD 206, course name: Food Purchasing and Cost Controls	2/24/14
HRI 206: Merchandising for the Hospitality Field Change in course code: HCD 207, course name: Marketing for the Hospitality Industry, course description	2/24/14
HRI 208: Foodservice Sanitation Change in course code: HCD 108, course description	2/24/14
HRI 210: Introduction to Medical Nutrition Therapy Change in course code: HCD 241	2/24/14
HRI 213: Food Service Systems Management in Dietetics Change in course code: HCD 243	2/24/14
HRI 214: Nutrition Fundamentals for Nursing Change in course code: HCD 247, change in prerequisite: BIO 112	2/24/14
HRI 215: Beverage Management Change in course code: HCD 216, course description	2/24/14
HRI 218: Nutrition Throughout the Life Span Change in course code: HCD 245	2/24/14
HRI 220: Training Development of Hospitality Management Change in course code: HCD 211, course name: Training Development In Hospitality Management	2/24/14
HRI 240: Food Science and Technology Change in course code: HCD 240	2/24/14
HRI 250: Law for Hospitality Operations Change in course code: HCD 209	2/24/14

RECOMMENDATION	PRESIDENTIAL APPROVAL
Baking and Pastry Arts Certificate of Achievement Revision to the curriculum plan is based on recent HCD Department Changes in course codes, course names, course descriptions and pre- and co-requisite requirements	6/17/14
Hotel Operations Certificate of Achievement Based on recent HCD Department changes in course codes and course names, changes in the Certificate of Achievement in Hotel Operations required.	6/30/14
<u>MATHEMATICS</u>	
MAT 131A: Analytic Geometry and Calculus I (Part A) Change in course description	4/15/14
MAT 285: Basic Statistics for Business Change in course description	4/15/14
<u>NURSING</u>	
Nursing A.S. Change in curriculum	4/7/14
Nursing A.S. Change in curriculum	5/1/14
<u>NATURAL SCIENCES</u>	
Process Technology A.A.S. Change in curriculum	3/10/14
<u>PSYCHOSOCIAL REHABILITATION AND TREATMENT</u>	
PSR 207: Community Resource Management and the Individual with Severe Mental Illness Change in course description	2/25/14
PSR 209: Emerging Topics in Psychosocial Rehabilitation and Treatment Change in course description	2/25/14
Psychosocial Rehabilitation and Treatment AS Change in curriculum	2/12/14
<u>Educational Resources Task Force:</u> Professor Mary-Pat Maciolek, Chair – 2013-2014	

On the charge which reads: Due to limited open computer laboratory space on campus and at the centers, as well as the amount of telecommunications bandwidth needed for social media, music and video downloading websites, investigate the need to control the availability of these types of websites at all college locations. Survey departments to determine the needs for access to these sites. Make appropriate recommendations.

Report:

The February 13th 2014 Educational Resources Task Force meeting was cancelled due to snow. The meeting was rescheduled for February 27th 2014. The charge and recommendations stated below were originally presented in 2011-2012; however, no action was taken at that time. Given the nature of the charge and the campus upgrades with regard to computer laboratory space and the amount of telecommunications bandwidth, the Educational Resources will investigate the relevancy of the charge as presented. Subsequent action will then be determined. The next Educational Resources Task Force meeting is scheduled for March 20th 2014.

Recommendation #1:

Limit the use of social networking to specific computer labs at Middlesex County College. The recommendation is to allow open access to all sites including social media sites such as Facebook, Twitter, Tumblr, and Flickr, etc. in the Bunker Lounge in the College Center on the Edison campus. Currently, the only other open computer laboratories for general purpose use at the Edison Campus are in the Library and South 1. It is recommended that social media sites be blocked from these two labs to allow the use of these computers for the majority of the college campuses' assigned course work. It is also recommended that computer labs that are designated as available labs for specific departments with software loaded for particular departmental courses also be able to block these social media sites at the department's discretion. This would allow students access to the specific software needed to complete their assigned course work.

Recommendation #2:

To address the need to provide additional open computer lab space, current computer labs can be additionally utilized since there are many hours during the week when these laboratories are closed and not available to students for academic needs. Individual departments which manage designated computer labs should identify specific times each semester when students can come in and use the computers for legitimate academic course work. During these open lab times, these labs will need to be monitored by a Student Technical Assistant (STA).