

Bergen Community College Faculty Senate

Chairperson: Dr. Alan Kaufman

Vice Chairperson: Professor Brian Cordell

Secretary: Professor Joan Cohen

Treasurer: Dr. Toby De Marco

FACULTY SENATE MINUTES

Tuesday, April 3, 2018

Room S-138, 3:50

- I. REVIEW OF MINUTES, March 6, 2018** — The minutes were accepted with the proviso that some changes would be made per requests of Mark Wiener and Sara Mastellone.

Guests: Lynne Richardson, Ilene Kleinman, Gail Fernandez, Greg Fenkart

II. REPORT ON CURRICULUM & RESOLUTIONS

The following curriculum items from the March 6, 2018 meeting have been approved by the President

105-17/18	Course Addition	WEX-2XX	Athletic Training Practicum I- Taping & Bracing for Athletic Injury
106-17/18	Course Addition	WEX-2XX	Athletic Training Practicum II Evaluation & Treatment of Athletic Injury
107-17/18 As a packet	Curriculum Addition	AS.PS.AT	ATHLETIC TRAINING
116-17/18	Course Addition	ART-1XX	Sculpture 1
117-17/18	Course Modification	LIT-231	Literature and the Environment
118-17/18	Course Modification	INF-217	Database Administration
119-17/18	Course Modification	GAM-211	Game Programming 2D
120-17/18	Course Modification	INF-230	Advanced Multimedia
121-17/18 As a packet	Program Modification	AAS.IT.NET	AAS.IT.NETWORKADMINISTRATION

122-17/18	Course Modification	HRM-103	Professional Food Preparation Techniques
123-17/18	Course Modification	HRM-110	Introduction to Baking
124-17/18	Course Modification	HRM-202	Quantity Food Production and Services
125-17/18	Course Modification	HRM-205	Restaurant Service Management
126-17/18	Course Modification	HRM-206	Commercial Restaurant Operation
127-17/18	Course Modification	HRM-213	Classical Garde-Manger
128-17/18	Course Modification	HRM-220	Advanced Baking Techniques

As a packet

129-17/18	Program Modification	AS.PS.BUS.ADM	AS Business Administration
130-17/18	Program Deletion	AS.PS.BUS.MKTG	AS Business Admin-Marketing
131-17/18	Program Deletion	AS.PS.BUS.MGMT	AS Business Admin-Management Option
132-17/18	Program Deletion	AS.PS.BUS.ACCT	AS Business Admin-Accounting Option
133-17/18	Program Deletion	AS.PS.BUS.INTL	AS Business Admin-International Trade Option

As a packet

The following resolutions passed by the Senate have been approved by the President.

113-17/18	Agreement of Degree Requirements Process
115-17/18	Statement on Religious Observance

The following resolution passed by the Senate has been reviewed by the President and returned.

114-17/18	Transcript Notations
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III. CHAIRPERSON'S REPORT

Dr. Kaufman encouraged Senators to attend the upcoming gala celebrating the college's 50th anniversary. The gala will be on April 19, from 6-10 pm, at the Venetian.

Kaufman pointed out that the BCCFA contract stipulates that in the event of a closing of the college, notification is to be issued at least three hours before classes commence.

Kaufman announced the retirement of Professor Peter Martin, one of the college's founding faculty members, a member of the WEX department. He spoke briefly about Pete's many contributions to the college, including his many years as a Senator. He stressed that Pete will be missed.

Joan Cohen announced the Faculty Senate luncheon on Tuesday, May 15th at Biagio's at noon. The Faculty Senate meeting is held immediately afterward at 2:30 in S-138. The meeting is the first of 2018-2019 and elections will be held for Senate officers.

III. SPECIAL REPORTS

Ilene Kleinman reported on the Catalog Review. There is a grand read of the academic catalog being held in A228, the SOTL lab from 8AM to 6PM, and anyone can go in, read any portions, and make comments and notes on the pages.

IV. COMMITTEE REPORTS

General Education – Brian Cordell reported on the Gen Ed Committee's work on assessment and reminded everyone that they are accepting artifacts (research projects) for this project. He also spoke about two state required integrated goals: ethical reasoning and information literacy to be incorporated into courses. Each individual General Education Category must have at least one course that integrates these goals. There are some categories that do not have these requirements and Brian will be reaching out to those departments which need to incorporate these goals into course syllabi.

V. OLD BUSINESS

End of term grade due date: Christine Eubank spoke on behalf of Anthony Yankowski. Anthony had worked with Lynne Richardson to form a proposal that works for all departments. NOTE: This applies only to Fall and Spring semesters.

Resolution: End of Term Grade Due Date

Proposed by Anthony Yankowski and revised 4/3/18

Fall grades will be due one week (7 days), by the end of business day, after the semester ends. Spring Grades will be due the later of 72 hours after the last class meeting or by 7 AM the first Monday after The last class meeting.

After some discussion the resolution passed 50-2-1.

Specialized Course Fees - Dan Sheehan again brought up the issue of no college policy regarding where these fees actually go when they are collected. Discussion included whether there should be a policy; whether all fees should be incorporated into one fee that all students pay, or whether students in specialized courses should pay these unique fees and the funds should be used only for the departments they are collected for. Kaufman asked Dan to speak with President Redmond about this and report back to the Senate at the May 15th meeting.

Policy Advisory Committee – Anita Verno reported on the newly formed Policy Advisory Committee (PAC) which was formed in January. The PAC is chaired by Gail Fernandez and consists of members selected by Dr. Redmond from all departments across the college to review policies which administrators have marked for deletion. These policies can be ones that are outdated or superseded by new versions and were never deleted or changed. PAC reviews the requests for deletion and makes a recommendation to Dr. Redmond. There is a 3 year cycle of policy review and a 3 year cycle of PAC members. The committee will meet twice a year in January and June to review policy suggestions. Anita said that she will present any policy changes suggested by Senate to the committee.

Exam Scheduling Policy – Sibora Peca, SGA, presented a revised exam scheduling policy.

If a student has three exams scheduled on the same day, the student may request that one exam be rescheduled. The student must present his/her schedule and a written request to the faculty member. The faculty member has the right to deny the request and no explanation is needed.”

Discussion regarding this included the fact that this may make more work for faculty and that some faculty are doing this already anyway. The resolution passed 22-14-14.

Early Warning System – Dr. Mullaney spoke about the college’s desire to have a way to identify and help students who are struggling with an early warning system which will be more robust than the Pipeline system we currently have in place. He is looking for a small group of people to meet, research and discuss this. Please let Alan know if you are interested.

Code of Conduct – Toby DeMarco reported that the College Council is rewriting the college’s Code of Conduct. The intent is to be more positive and less punitive. When the rewrite is complete, the Senate will be able to review and vote on it.

Curriculum – There were no curriculum items.

vi. Adjournment