

# 009 - Middlesex Community College, Middletown CT

 mxcc.edu/governance/2016-17-proposals/1516-009/

<b>First Name:</b>	Patty
<b>Last Name:</b>	Raymond
<b>E-Mail Address:</b>	<a href="mailto:praymond@mxcc.commnet.edu">praymond@mxcc.commnet.edu</a>
<b>Phone Number:</b>	860343-5772
<b>Role at MxCC</b>	Faculty – FT
<b>Submitted on behalf of</b>	TAP/FIRC Committee
<b>Proposal Title</b>	TAP Pathways
<b>Proposal Type</b>	Request for Action (needs approval)
<b>Proposal Description/Rationale</b>	Chemistry Psychology Psy Pathway Explanation English Sociology Political Science Communication
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, curriculum.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes, Student success.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	N/A
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes, must follow BOR timetable
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly

## Recorder Review

Date: 10/27/15

Recorder: Corey Martell

Action:

X Submitted to governing body ( <i>list body</i> ):Curriculum Committee
Returned to Originator for revision

Forward for action by *(list department/employee)*:

Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 11/3/2015

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required <i>(returned to originator(s) for further development)</i>
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

Move forward to Academic Assembly for endorsement.

1516-009 – TAP Six Pathways: Chemistry-Sociology

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required <i>(returned to originator(s) for further development)</i>
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

**Executive Council Review**

Meeting Date: 12/16/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date: 12/16/15

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable


Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)	N/A	
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 010 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-010/](http://mxcc.edu/governance/2016-17-proposals/1516-010/)

<b>First Name:</b>	Steve
<b>Last Name:</b>	Minkler
<b>Email address</b>	<a href="mailto:sminkler@mxcc.edu">sminkler@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5706
<b>Role at MxCC</b>	Management
<b>Proposal Title</b>	Modifications to General Education Core for Career Programs, and the Associate Degree Program in General Studies
<b>Proposal Type</b>	Request for Action (needs approval)
<b>Proposal Description/Rationale</b>	Please see attached
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes – changes to advising and to graduation checklists for future students
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes, general education
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Needs to be acted on by February 1, 2016 for Fall 2016 implementation
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly

## Recorder Review

Date: 10/27/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 11/3/2015

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

Motion is to send the draft to the Academic Assembly for review.

1516-010 – Modification to Gen Ed Core

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 11/13/15

Recorder: Corey Martell

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: Did not have quorum

**Executive Council Review**

Meeting Date: 11/18/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date: 11/18/15

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable


Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	1/26/16
Documents Uploaded to P:\Drive	N/A	
Registrar/Banner entry	Susan Salowitz	1/26/16
Catalog Entry	Steve Minkler	1/23/16
Other		

# 011 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-011/](http://mxcc.edu/governance/2016-17-proposals/1516-011/)

<b>First Name:</b>	Hubert
<b>Last Name:</b>	Godin
<b>Email address</b>	<a href="mailto:hgodin@mxcc.commnet.edu">hgodin@mxcc.commnet.edu</a>
<b>Phone Number:</b>	860-343-5776
<b>Role at MxCC</b>	Faculty – FT
<b>Submitted on behalf of</b>	I am submitting this proposal on my own behalf.
<b>Proposal Title</b>	Course Proposal – MFG*123 Measurement for Manufacturing
<b>Proposal Type</b>	Request for Action (needs approval)
<b>Proposal Description/Rationale</b>	Metrology is the science of measurement. A thorough knowledge of measurement and measurement systems are important to a variety of occupations in the manufacturing field. This course will help students become more employable by preparing them for 3rd party (NIMS) accreditations.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	The course does not have campus-wide implications.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	This proposal addresses two strategic priorities of the college by helping foster student success and promoting economic and workforce vitality. Student success will be enhanced by making graduates of the manufacturing program more employable. In addition, students will be better prepared to earn 3rd party NIMS (National Institute for Metalworking Skills) credentials.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	This course proposal will have minimal budgetary impact. Students will need access to measuring tools owned by the college. If any specialized measuring tools required for the course will be paid for by the CAMI (Connecticut Advanced Manufacturing Initiative) grant. The cost of an instructor to teach the course will be offset by student tuition.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	The course would need to be approved so that MxCC can offer the course to students in the spring of 2016.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly Executive Council
<b>Proposal attachments</b>	

**Other Comments:**

The TAP checklist was not included as part of this proposal because all College of Technology programs and related courses are exempt from TAP.

**Recorder Review**

Date: 10/27/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 11/3/2015

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

1516-011 – New Course MFG123

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 11/13/15

Recorder: Corey Martell



Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: Did not have quorum.

### **Executive Council Review**

Meeting Date: 11/18/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### **President's Decision**

Date: 11/23/15

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
Modified
Not Approved
Returned for Revision
Not Applicable


Comments/Rationale:

Implementation Plan/Timeline:

### **Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	1/28/16
Documents Uploaded to P:\Drive	Corey Martell	1/28/16
Registrar/Banner entry	Susan Salowitz	12/2/15
Catalog Entry	Steve Minkler	1/23/16
Other		

# 012 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-012/](http://mxcc.edu/governance/2016-17-proposals/1516-012/)

<b>First Name:</b>	Rebecca
<b>Last Name:</b>	Rist-Brown
<b>Email address</b>	<a href="mailto:rristbrown@mxcc.commnet.edu">rristbrown@mxcc.commnet.edu</a>
<b>Phone Number:</b>	8603435849
<b>Role at MxCC</b>	Faculty – FT
<b>Submitted on behalf of</b>	Governance Evaluation Committee
<b>Proposal Title</b>	What is a Governance Proposal?
<b>Proposal Type</b>	Request for Communication (to share information)
<b>Proposal Description/Rationale</b>	MxCC employees expressed feedback that they were unclear as to what types of issues could be classified as governance proposals. In response, the Governance Evaluation Committee created a PowerPoint to be presented at the next Assembly meetings. The purpose of the presentation is to clarify the confusion in regards to what is deemed a governance issue.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	This proposal has campus wide implication due the fact that it will be presented at all the assembly meetings as a mode to clarify any confusion.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	No
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes. It needs to be presented at the next set of assembly meetings.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Academic Assembly Administrative Assembly Student Services Assembly Executive Council

1516-012 – What is a Governance Proposal

## Recorder Review

Date: 10/27/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Academic, Administrative, Student Services Assemblies, and Executive Council
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

For communication only.

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 11/18/15

Recorder: Corey Martell

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

For communication only.

**President's Decision**

Date: 11/18/15

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
X Not Applicable


Comments/Rationale: For communication only.

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	N/A	
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 013 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-013/](http://mxcc.edu/governance/2016-17-proposals/1516-013/)

<b>First Name:</b>	Michelle
<b>Last Name:</b>	Kraczkowski
<b>Email address</b>	<a href="mailto:Mkraczkowski@mxcc.edu">Mkraczkowski@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5747
<b>Role at MxCC</b>	Faculty – FT
<b>Submitted on behalf of</b>	Community College Governance Assembly (CCGA)
<b>Proposal Title</b>	CCGA Constitution and By-Laws
<b>Proposal Type</b>	Request for Action (needs approval)
<b>Proposal Description/Rationale</b>	Seeking support of the constitution and by-laws of the Community College Governance Assembly (CCGA).
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	No
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	No
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Needs to be done for November.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Academic Assembly Administrative Assembly Student Services Assembly

## Recorder Review

Date: 10/29/15

Recorder: Corey Martell

Action:

X Submitted to governing body ( <i>list body</i> ): Academic, Administrative, Student Services Assemblies, Executive Council
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):

Other:

Comments/Rationale:

**Committee Review**

Committee:

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 11/13/15

Recorder: Corey Martell

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: Did not have quorum.

**Executive Council Review**

Meeting Date: 11/18/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support <del>with no issues</del>
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

The Executive Council approved the CCGA Constitution and Bylaws with some suggested revisions to be attached.

**President’s Decision**

Date: 11/18/15

Recorder:

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale: Approved with some suggested revisions to be attached, as discussed at Executive Council.

Implementation Plan/Timeline: N/A

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		



# 014 - Middlesex Community College, Middletown CT

 mxcc.edu/governance/2016-17-proposals/1516-014/

<b>First Name:</b>	Patty
<b>Last Name:</b>	Raymond
<b>Email address</b>	<a href="mailto:praymond@mxcc.commnet.edu">praymond@mxcc.commnet.edu</a>
<b>Phone Number:</b>	860343-5772
<b>Role at MxCC</b>	Faculty – FT
<b>Submitted on behalf of</b>	TAP/FIRC
<b>Proposal Title</b>	Criminology, Mathematics, Social Work Pathways
<b>Proposal Type</b>	Request for Action (needs approval)
<b>Proposal Description/Rationale</b>	Pathways must go through campus governance for endorsement
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, courses and programs.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Student Success
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	N/A
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly

## Recorder Review

Date: 11/24/15

Recorder: Corey Martell

Action: Curriculum

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):

Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 12/1/2015

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

Move forward to the Academic Assembly for endorsement.

1516-014 TAP Pathways: Criminology, Mathematics and Social Work

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 12/16/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### President's Decision

Date: 12/16/15

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline: N/A

### Implementation (Curriculum/Program Proposals)

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 015 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-015/](http://mxcc.edu/governance/2016-17-proposals/1516-015/)

<b>First Name:</b>	Susan
<b>Last Name:</b>	Salowitz
<b>Email address</b>	<a href="mailto:ssalowitz@mxcc.edu">ssalowitz@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5720
<b>Role at MxCC</b>	Staff
<b>Submitted on behalf of</b>	Susan Salowitz
<b>Proposal Title</b>	Potential Fall Graduation List
<b>Proposal Type</b>	Request for Action (needs approval)
<b>Proposal Description/Rationale</b>	Per College Policy, all potential graduation lists need to be approved by the College Faculty.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	No
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	No
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes as the Fall completion date is Jan. 6th.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly

## Recorder Review

Date: 11/24/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Academic Assembly
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):

Other:

Comments/Rationale:

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 12/16/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date: 12/16/15

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
X Not Applicable


Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	N/A	
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 016 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-016/](http://mxcc.edu/governance/2016-17-proposals/1516-016/)

<b>First Name:</b>	Joseph
<b>Last Name:</b>	Macknicki
<b>Email address</b>	<a href="mailto:JMacknicki@mxcc.commnet.edu">JMacknicki@mxcc.commnet.edu</a>
<b>Phone Number:</b>	860 343-5850
<b>Role at MxCC</b>	Staff
<b>Submitted on behalf of</b>	Self
<b>Proposal Title</b>	Quorum/attendance concerns
<b>Proposal Type</b>	Request for Action (needs approval)
<b>Proposal Description/Rationale</b>	<p>Quorum is defined as a simple majority of members of an assembly. I propose that quorum be defined as a simple majority of “members in good standing” of an assembly. I propose that “members in good standing” be defined as a member that has not missed more than two consecutive assembly meetings. Upon the third consecutive missed meeting by a member, that member is not in good standing, and the number required to reach quorum is reduced by one. Members not in good standing will not be disallowed the right to attend or vote at assembly, their status will be returned to good standing upon attendance of an assembly.</p>
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes with regard to governance only.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes with regard to our governance structure and the need to implement a viable model per the NEASC report.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	No

**What governing body at MxCC do you feel would be most appropriate to address your interests?** Governance Committee  
Executive Council

**Other Comments:** We do not have by-laws in place for our new governance model yet, but I would like the language and definitions in this proposal considered for that. I am willing to present this proposal in person to all of the assemblies, committees and council to answer any questions about it. I do not have any documents to attach, but I feel the concept is relatively simple to comprehend.

### Recorder Review

Date: 11/24/15

Recorder: Corey Martell

Action:

- |   |
|---|
| <input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Governance Evaluation Committee |
| <input type="checkbox"/> Returned to Originator for revision  |
| <input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):                                   |
| <input type="checkbox"/> Other:   |

Comments/Rationale:

### Committee Review

Committee:

Meeting Date:

Recorder:

Action:

- |  |
|--|
| <input type="checkbox"/> support with no issues  |
| <input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> ) |
| <input type="checkbox"/> not supported   |
| <input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )                                 |

Comments/Rationale:

### Assembly Review:



Assembly:

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### **Executive Council Review**

Meeting Date: 12/16/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support <del>with no issues</del>
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: Executive Council accepted this proposal for a three month pilot period with the adaptation that the two prior meetings will determine quorum at each meeting.

### **President's Decision**

Date: 1/28/16

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable


Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 017 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-017/](http://mxcc.edu/governance/2016-17-proposals/1516-017/)

<b>First Name:</b>	Christopher
<b>Last Name:</b>	Gargamelli
<b>Email address</b>	<a href="mailto:cgargamelli@mxcc.edu">cgargamelli@mxcc.edu</a>
<b>Phone Number:</b>	35842
<b>Role at MxCC</b>	Faculty – FT
<b>Proposal Title</b>	Veterinary Technology Course Changes
<b>Proposal Type</b>	Request for Action (needs approval)
<b>Proposal Description/Rationale</b>	The first change is to reclassify Parasitology for Veterinary Technicians from BIO 238 to VET 238. The reclassification clarifies that this is a veterinary technology specific course and also brings the course in line with how it is listed at Northwestern Community College. The second change is in regards to VET 250: Principles of Pharmacology for Veterinary Technicians. As written now, the only prerequisite is MED 125, which is a course any student at the college can take. This situation may lead to confusion for students and advisors that the course is open to all MxCC students who have completed MED 125. VET 250 is a veterinary technology specific course only open to students enrolled in the program. We are requesting to change the prerequisite from MED 125 to VET 201 for clarification.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes. The proposed changes would alter the courses offered by the veterinary technology program at MxCC.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes. The proposal optimizes curriculum.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes. Changes are proposed for a course offered in spring 2016.

**What governing body at MxCC do you feel would be most appropriate to address your interests?** Curriculum Committee

**Recorder Review**

Date: 11/24/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 12/1/2015

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

These changes may not be effective until the fall of 2016.

1516-017 Vet Tech Course Changes

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### **Executive Council Review**

Meeting Date: 12/16/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### **President's Decision**

Date: 1/9/16

Recorder:

<input checked="" type="checkbox"/> Approved
Modified
Not Approved
Returned for Revision
Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	6/14/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	1/11/16
Catalog Entry	Steve Minkler	6/14/16
Other		

# 018 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-018/](http://mxcc.edu/governance/2016-17-proposals/1516-018/)

<b>First Name:</b>	Jaime/Lin
<b>Last Name:</b>	Flores/Lin
<b>Email address</b>	<a href="mailto:JFlores@mxcc.edu">JFlores@mxcc.edu</a>
<b>Phone Number:</b>	35757; 35763
<b>Role at MxCC</b>	Staff
<b>Submitted on behalf of</b>	Faculty members in both schools
<b>Proposal Title</b>	Policy and Process regarding the Operation of Media Services
<b>Proposal Type</b>	Request for Input (to obtain feedback or input)
<b>Proposal Description/Rationale</b>	<p>Discuss the policies and processes regarding the operation of Media Services.</p> <p>(1) Copy limits          – The allocation and determination of copy limits (consideration of increased usage, e.g., Program Coordinator, Grant work, course overload, Committe Chair, etc.)          – Potential for semester vs monthly limits          – Monthly reset policy (1st day of the month?)</p> <p>(2) Policy regarding 48 hours turn-around time          – Confirmation regarding start time</p> <p>(3) IT's oversight          – Media Services support during off-peak hours</p> <p>(4) Staffing – student worker vs. EA</p> <p>(5) Review of policy regarding maintaining the confidentiality of exams</p>
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes. Media Services is an integral function for the college and fulfillment of its mission.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes. To enhance faculty instruction and student retention.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	Unknown
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	No
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Academic Assembly

## Recorder Review

Date: 11/24/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Academic Assembly
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

Request for input.

### **Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### **Executive Council Review**

Meeting Date: 4/26/16

Recorder: Corey Martell

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )



Comments/Rationale: Request was sent to Academic Assembly for input regarding faculty access to media services.

**President's Decision**

Date:

Recorder:

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 019 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-019/](http://mxcc.edu/governance/2016-17-proposals/1516-019/)

<b>First Name:</b>	Steven
<b>Last Name:</b>	Minkler
<b>Email address</b>	<a href="mailto:sminkler@mxcc.edu">sminkler@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5706
<b>Role at MxCC</b>	Management
<b>Submitted on behalf of</b>	Curriculum & Academic Policy Committee from academic year 2014-15
<b>Proposal Title</b>	Change to MxCC General Education Core for Transfer Programs
<b>Proposal Type</b>	Request for Action (needs approval)
<b>Proposal Description/Rationale</b>	In May 2015, CAP approved the proposed changes to the MxCC General Education Core for Transfer Programs. The purpose is to align the college's Gen Ed Core with the TAP Competencies and to adopt the "vocabulary" of the TAP Competencies regardless of whether or not a program is a TAP Pathway. This matter was discussed extensively during the 2014-15 academic year, which itself followed substantial discussions when system faculty first began working on TAP in the summer of 2012.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes – it will affect academic advising and it may require some academic programs to change required courses in their general education components. Program Coordinators have been informed of this and have been working on it for more than a year.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	It complies with NEASC and BOR requirements.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	It should not.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Needs to be approved by February 1 so changes can be made in the Catalog prior to admissions and registration for the Fall 2016 semester.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Academic Assembly Executive Council

## Recorder Review

Date: 1/6/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Academic Assembly
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale: This proposal was sent directly to the Academic Assembly due to Curriculum Committee cancelling their January meeting.

### Committee Review

Committee:

Meeting Date:

Recorder:

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### Assembly Review:

Assembly: Academic Assembly

Meeting Date: 1/15/16

Recorder: Corey Martell

Action:

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support with no issues
<input checked="" type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: Approved with minor revisions. Will ask Curriculum Committee to comment on the process of updating course outlines with revisions to <20% content. Will also ask if the guidelines concerning course outline changes and updates can be posted to Committee's webpage.

### Executive Council Review

Meeting Date: 1/20/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### President's Decision

Date: 1/20/16

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable


Comments/Rationale:

Implementation Plan/Timeline:

## Implementation (Curriculum/Program Proposals)

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 020 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-020/](http://mxcc.edu/governance/2016-17-proposals/1516-020/)

<b>First Name:</b>	Joy
<b>Last Name:</b>	Hansen
<b>E-Mail Address:</b>	<a href="mailto:jhansen@mxcc.edu">jhansen@mxcc.edu</a>
<b>Phone Number:</b>	x35832
<b>Role at MxCC</b>	Staff
<b>Proposal Name</b>	PCART Minutes 11/6/15
<b>Proposal Type</b>	General Communication
<b>Proposal Description/Rationale</b>	Meeting Minutes
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Sustainability is a campus-wide concern.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes, Initiative 11
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	Communication only.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	I have now established a process in which minutes will be created soon after each PCART meeting, approved by team, and submitted in a more timely manner.
<b>What body of the Shared Governance system at MxCC do you feel would be most appropriate to address your interests?</b>	Executive Council
<b>Other Comments:</b>	I will not plan on attending Council meetings as there are other PCART members present to answer questions (Interim Dean Hogan, Paul, etc.). However, please don't hesitate to contact me if I can be of any assistance. Joy

## PCART Minutes to Meeting 11-6-2015

### Recorder Review

Date: 12/23/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Executive Council
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Comments/Rationale:

For communication only.

### **Executive Council Review**

Meeting Date: 1/20/16

Recorder: Corey Martell

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

For communication only.

### **President's Decision**

Date: 1/20/16

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

## Implementation (Curriculum/Program Proposals)

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)	N/A	
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		



# 021 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-021/](http://mxcc.edu/governance/2016-17-proposals/1516-021/)

<b>First Name:</b>	Joy
<b>Last Name:</b>	Hansen
<b>E-Mail Address:</b>	<a href="mailto:jhansen@mxcc.edu">jhansen@mxcc.edu</a>
<b>Phone Number:</b>	x5832
<b>Role at MxCC</b>	Staff
<b>Proposal Name</b>	PCART Minutes 11/20/15
<b>Proposal Type</b>	General Communication
<b>Proposal Description/Rationale</b>	Meeting Minutes
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Sustainability is a campus-wide concern.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes, 11.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	Communication only.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Communication only.
<b>What body of the Shared Governance system at MxCC do you feel would be most appropriate to address your interests?</b>	Executive Council

PCART Minutes to Meeting\_11\_20\_2015

## Recorder Review

Date: 12/23/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Executive Council
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

For communication only.

**Executive Council Review**

Meeting Date: 1/20/16

Recorder: Corey Martell

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: For communication only.

**President's Decision**

Date: 1/20/16

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)	N/A	
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		



# 022 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-022/](http://mxcc.edu/governance/2016-17-proposals/1516-022/)

<b>First Name:</b>	Susan
<b>Last Name:</b>	Lugli
<b>Email address</b>	<a href="mailto:slugli@mxcc.edu">slugli@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5840
<b>Role at MxCC</b>	Faculty
<b>Submitted on behalf of:</b>	Business Department
<b>Proposal Title</b>	BBG115 Business Software App. Change Proposal
<b>Proposal Type</b>	Request for Action
<b>Proposal Description/Rationale</b>	<p>Until now, CSC*101 and BBG*115 have been treated as being the same course for the purposes of student registration and course repeats. For example, a student who passed both courses would earn only three credits (not six) because the courses were treated as being the same. This is similar to how cross-listed courses are treated (e.g., COM*125/ DGA*125 "New Media Production.")</p> <p>The program coordinators of Business and Computer Information Technology met on several occasions with faculty colleagues, their division director, the registrar, and the Academic Dean. Together, they determined that both courses evolved to the point that there is significant enough difference in prerequisites, course content, and learning outcomes.</p> <p>The program coordinators recommend the following: Effective with the Fall 2016 semester, CSC*101 and BBG*115 should be treated as separate, unique courses such that students can earn six credits for taking both courses. This recommendation will NOT be applicable retroactively for students who took both courses prior to the Fall 2016 semester.</p>
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	This has an impact on students in the business program. Businesses continue to look for students who not only are skilled in using business software applications but also are able to apply those skills in analytical decision making.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes. This proposal will make it easier for students to develop their skills at several levels. It will also clear up waivers that have been written for years.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes, We would like to implement this for Fall 2016.

<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Governance review Committee Academic Assembly
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**Recorder Review**

Date: 1/6/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Academic Assembly
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale: This proposal was sent directly to the Academic Assembly due to Curriculum Committee cancelling their January meeting.

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 2/2/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

1516-022 BBG115 Change to Existing Course

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 2/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### **Executive Council Review**

Meeting Date: 2/17/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### **President's Decision**

Date: 2/17/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	2/21/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	2/17/16
Catalog Entry	Steve Minkler	2/21/16
Other		

# 023 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-023/](http://mxcc.edu/governance/2016-17-proposals/1516-023/)

<b>First Name:</b>	Lin
<b>Last Name:</b>	Lin
<b>Email address</b>	llin@mxcc.edu
<b>Phone Number:</b>	860-343-5763
<b>Role at MxCC</b>	Staff
<b>Submitted on behalf of:</b>	Self
<b>Proposal Title</b>	Engineering Program Change and New Course Proposal EGR*214
<b>Proposal Type</b>	Request for Action
<b>Proposal Description/Rationale</b>	Engineering Science Program changes, and New Course Proposal – EGR*214 Engineering Thermodynamics (Please see attached for details)
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, curriculum change.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes, curriculum change.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes, Fall 2016.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly

## Recorder Review

Date: 1/6/16

Recorder: Corey Maryell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Academic Assembly
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):



Other:

Comments/Rationale: This proposal was originally sent directly to the Academic Assembly due to Curriculum Committee cancelling their January meeting. However, it was sent back to Curriculum for review at their February meeting.

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 2/2/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

Dropped #2 of proposed changes. Proposal below reflects the change.

1516-023 EGR Program Change

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 2/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

## Executive Council Review

Meeting Date: 2/17/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

## President's Decision

Date: 2/17/16

Recorder:

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:


Implementation Plan/Timeline:

## Implementation (Curriculum/Program Proposals)

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	2/21/16
Documents Uploaded to P:\Drive	N/A	
Registrar/Banner entry	Susan Salowitz	2/17/16
Catalog Entry	Steve Minkler	2/21/16
Other		



# 024 - Middlesex Community College, Middletown CT

 mxcc.edu/governance/2016-17-proposals/1516-024/

<b>First Name:</b>	Lin
<b>Last Name:</b>	Lin
<b>Email address</b>	llin@mxcc.edu
<b>Phone Number:</b>	860-343-5763
<b>Role at MxCC</b>	Staff
<b>Submitted on behalf of:</b>	Self
<b>Proposal Title</b>	Engineering Program Change and New Course Proposal EGR*214
<b>Proposal Type</b>	Request for Action
<b>Proposal Description/Rationale</b>	Engineering Science Program changes, and New Course Proposal – EGR*214 Engineering Thermodynamics (Please see attached for details)
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, curriculum change.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes, curriculum change.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes, Fall 2016.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly

## Recorder Review

Date: 1/6/16

Recorder: Corey Martell

Action:

X Submitted to governing body ( <i>list body</i> ): Academic Assembly
Returned to Originator for revision

Forward for action by <i>(list department/employee)</i> :
Other:

Comments/Rationale: This proposal was sent directly to the Academic Assembly due to Curriculum Committee cancelling their January meeting.

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 2/2/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required <i>(returned to originator(s) for further development)</i>
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

Minor changes made: from Co-requisites MAT\*254 and PHY\*221 to Prerequisites MAT\*254 and PHY\*221 or taken concurrently.

1516-024 EGR214 New Course Proposal

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 2/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required <i>(returned to originator(s) for further development)</i>
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

**Executive Council Review**

Meeting Date: 2/17/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date: 2/17/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	2/21/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	2/17/16

Catalog Entry	Steve Minkler	2/21/16
Other		

# 025 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-025/](http://mxcc.edu/governance/2016-17-proposals/1516-025/)

<b>First Name:</b>	Teressa
<b>Last Name:</b>	Cull
<b>Email address</b>	<a href="mailto:tcull@mxcc.edu">tcull@mxcc.edu</a>
<b>Phone Number:</b>	860343-5884
<b>Role at MxCC</b>	Staff
<b>Submitted on behalf of</b>	Mathematics Department
<b>Proposal Title</b>	MAT*298 Mathematics Education inPractice – “Special Topic”
<b>Proposal Type</b>	Request for Communication
<b>Proposal Description/Rationale</b>	Please refer to course syllabus and independent study form for details.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, this course will create a partnership and involvement with assisting the Academic Success Center. Students will get hands-on “education” experience and it will help to provide the ASC with quality math tutors who can teach everything from developmental to upper level math courses.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	This course benefits the college with our current budget deficit since students will earn credit instead of being paid.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes, the course is intended to begin Spring 2016.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly

## Recorder Review

Date: 1/6/16

Recorder: Corey Martell

Action:

X Submitted to governing body ( <i>list body</i> ): Academic Assembly
---



Returned to Originator for revision
Forward for action by <i>(list department/employee)</i> :
Other:

Comments/Rationale: This proposal was sent directly to the Academic Assembly due to Curriculum Committee cancelling their January meeting. This proposal is also for communication only.

**Committee Review**

Committee:

Meeting Date:

Recorder:

Action:

support with no issues
further development required <i>(returned to originator(s) for further development)</i>
not supported
no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date:1/15/16

Recorder: Corey Martell

Action:

support with no issues
further development required <i>(returned to originator(s) for further development)</i>
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale: For communication only.

## Executive Council Review

Meeting Date: 1/20/16

Recorder: Corey Martell

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: For communication only.

## President's Decision

Date: 1/20/16

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale: For communication only.


Implementation Plan/Timeline:

## Implementation (Curriculum/Program Proposals)

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		



# 026 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-026/](http://mxcc.edu/governance/2016-17-proposals/1516-026/)

## 1516-026 HIM205 Medical Coding 1

### Recorder Review

Date: 1/6/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Academic Assembly
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale: Due to website related problems an official proposal could not be submitted, please see attached pdf for proposal details. This proposal was sent directly to the Academic Assembly due to Curriculum Committee cancelling their January meeting.

### Committee Review

Committee: Curriculum Committee

Meeting Date: 2/2/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

## 1516-026 HIM205 Change to Existing Course

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 2/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 2/17/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date: 2/17/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved

Returned for Revision
Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	2/21/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	2/17/16
Catalog Entry	Steve Minkler	2/21/16
Other		

# 027 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-027/](http://mxcc.edu/governance/2016-17-proposals/1516-027/)

## 1516-027 CSC101 Intro to Computer

### Recorder Review

Date: 1/6/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Academic Assembly
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale: Due to website related issues, an official proposal could not be submitted. See attached pdf for proposal details. This proposal was submitted directly to the Academic Assembly due to Curriculum Committee cancelling their January meeting.

### Committee Review

Committee: Curriculum Committee

Meeting Date: 2/2/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

## 1516-027 CSC101 Change to Existing Course

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 2/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 2/17/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date: 2/17/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved



Returned for Revision
Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	2/21/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	2/17/16
Catalog Entry	Steve Minkler	2/21/16
Other		

# 028 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-028/](http://mxcc.edu/governance/2016-17-proposals/1516-028/)

## 1516-028 HIM220 Supervision Quality Mgmt

### Recorder Review

Date: 1/6/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Academic Assembly
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale: Due to website related problems, an official proposal could not be submitted. See attached pdf for proposal details. This proposal was submitted directly to the Academic Assembly due to Curriculum Committee cancelling their January meeting.

### Committee Review

Committee: Curriculum Committee

Meeting Date: 2/2/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

1516-028 HIM 220 Change to Existing Course

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 2/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 2/17/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date: 2/17/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved

Returned for Revision
Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	2/21/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	2/17/16
Catalog Entry	Steve Minkler	2/21/16
Other		

# 029 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-031/](http://mxcc.edu/governance/2016-17-proposals/1516-031/)

<b>Date Submitted:</b>	01/15/2016
<b>Name:</b>	Joy Hansen
<b>Role at MxCC:</b>	Staff
<b>Submitted on behalf of:</b>	President's Climate Action Response Team (PCART)
<b>Proposal Title:</b>	Meeting Minutes 1/6/2016
<b>Proposal Type:</b>	Request for Communication (share information)
<b>Proposal Description/Rationale:</b>	To keep lines of communication open with management, I am sharing the detailed minutes to our last PCART meeting.
<b>Does this proposal have campus-wide implications? If yes, how so?:</b>	#11
<b>Does this proposal address a strategic priority of the college? If so, describe.:</b>	#11
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.:</b>	Communication only, at this time.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.:</b>	No.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?:</b>	Executive Council
<b>Other Comments:</b>	There are PCART members on the Executive Council who should be able to address questions so I will not plan on attending the meeting. However, if you need a point of clarification, please don't hesitate to contact me.

## PCART Minutes to Meeting 1-6-2016

### Recorder Review

Date: 1/26/16

Recorder: Corey Martell

Action:

X Submitted to governing body ( <i>list body</i> ): Curriculum Committee
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Comments/Rationale:

**Committee Review**

Committee:

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 2/17/16

Recorder: Corey Martell

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: For communication only.

**President's Decision**

Date:

Recorder:

Approved
Modified
Not Approved
Returned for Revision
Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:


**Implementation (Curriculum/Program Proposals)**

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		

Catalog Entry
Other



# 030 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-030/](http://mxcc.edu/governance/2016-17-proposals/1516-030/)

<b>Date Submitted:</b>	01/25/2016
<b>Name:</b>	Hubert Godin
<b>Role at MxCC:</b>	Faculty
<b>Submitted on behalf of:</b>	Hubert Godin
<b>Proposal Title:</b>	Prerequisite changes – MFG*103
<b>Proposal Type:</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale:</b>	With the relocation of the Manufacturing Training Center, the number of classes offered has to be reduced because the day program has been terminated. MxCC has access to the lab Monday through Thursday evenings and on Saturday mornings. This limits the amount of class time available to students. Because of the reduced number of classes, we are unable to have 2 cohorts of students simultaneously at this time. The prerequisites have to be changed so that students can enroll full time in the manufacturing program during either the spring or fall semester.
<b>Does this proposal have campus-wide implications? If yes, how so?:</b>	Yes it does. There will be fewer low enrollment courses allowing MxCC to make better use of available resources.
<b>Does this proposal address a strategic priority of the college? If so, describe.:</b>	Yes it does. There will be fewer low enrollment courses allowing MxCC to make better use of available resources.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.:</b>	Yes. The cost of supporting the operations of the manufacturing will be reduced because there will be fewer low enrollment classes.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.:</b>	The changes must be made prior to the start of the 2016-17 academic year.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?:</b>	Curriculum Committee Academic Assembly Executive Council
<b>Other Comments:</b>	

**Recorder Review**

Date: 1/26/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 2/2/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

1516-030 MFG103 Change to Existing Course

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 2/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### Executive Council Review

Meeting Date: 2/17/19

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### President's Decision

Date: 2/17/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
Modified
Not Approved
Returned for Revision
Not Applicable

Comments/Rationale:


Implementation Plan/Timeline:

### Implementation (Curriculum/Program Proposals)

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<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	2/21/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	2/17/16
Catalog Entry	Steve Minkler	2/21/16
Other		

# 031 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-031-2/](http://mxcc.edu/governance/2016-17-proposals/1516-031-2/)

<b>Date Submitted:</b>	01/25/2016
<b>Name:</b>	Hubert Godin
<b>Role at MxCC:</b>	Faculty
<b>Submitted on behalf of:</b>	Hubert Godin
<b>Proposal Title:</b>	Prerequisite changes – MFG*125
<b>Proposal Type:</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale:</b>	With the relocation of the Manufacturing Training Center, the number of classes offered has to be reduced because the day program has been terminated. MxCC has access to the lab Monday through Thursday evenings and on Saturday mornings. This limits the amount of class time available to students. Because of the reduced number of classes, we are unable to have 2 cohorts of students simultaneously at this time. The prerequisites have to be changed so that students can enroll full time in the manufacturing program during either the spring or fall semester.
<b>Does this proposal have campus-wide implications? If yes, how so?:</b>	Yes it does. There will be fewer low enrollment courses allowing MxCC to make better use of available resources.
<b>Does this proposal address a strategic priority of the college? If so, describe.:</b>	Yes it does. There will be fewer low enrollment courses allowing MxCC to make better use of available resources.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.:</b>	Yes. The cost of supporting the operations of the manufacturing will be reduced because there will be fewer low enrollment classes.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.:</b>	The changes must be made prior to the start of the 2016-17 academic year.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?:</b>	Curriculum Committee Academic Assembly Executive Council
<b>Other Comments:</b>	

**Recorder Review**

Date: 1/26/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 2/2/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

1516-031 MFG125 Change to Existing Course

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 2/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues

further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 2/17/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President’s Decision**

Date: 2/17/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
Modified
Not Approved
Returned for Revision
Not Applicable

Comments/Rationale:


Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	2/21/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	2/17/16
Catalog Entry	Steve Minkler	2/21/16
Other		



# 032 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-032/](http://mxcc.edu/governance/2016-17-proposals/1516-032/)

<b>Name:</b>	Hubert Godin
<b>Role at MxCC:</b>	Faculty
<b>Submitted on behalf of:</b>	Hubert Godin
<b>Proposal Title:</b>	Prerequisite changes – MFG*202
<b>Proposal Type:</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale:</b>	With the relocation of the Manufacturing Training Center, the number of classes offered has to be reduced because the day program has been terminated. MxCC has access to the lab Monday through Thursday evenings and on Saturday mornings. This limits the amount of class time available to students. Because of the reduced number of classes, we are unable to have 2 cohorts of students simultaneously at this time. The prerequisites have to be changed so that students can enroll full time in the manufacturing program during either the spring or fall semester.
<b>Does this proposal have campus-wide implications? If yes, how so?:</b>	Yes it does. There will be fewer low enrollment courses allowing MxCC to make better use of available resources.
<b>Does this proposal address a strategic priority of the college? If so, describe.:</b>	Yes it does. There will be fewer low enrollment courses allowing MxCC to make better use of available resources.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.:</b>	Yes. The cost of supporting the operations of the manufacturing will be reduced because there will be fewer low enrollment classes.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.:</b>	The changes must be made prior to the start of the 2016-17 academic year.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?:</b>	Curriculum Committee Academic Assembly Executive Council

## Recorder Review

Date: 1/26/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Comments/Rationale:

### Committee Review

Committee: Curriculum Committee

Meeting Date: 2/2/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

1516-032 MFG202 Change to Existing Course

### Assembly Review:

Assembly: Academic Assembly

Meeting Date: 2/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )

not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 2/17/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President’s Decision**

Date: 2/17/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

ACTION	COMPLETED BY	DATE COMPLETED

Signature Form Filed (Dean)	Corey Martell	2/21/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	2/17/16
Catalog Entry	Steve Minkler	2/21/16
Other		

# 033 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-033/](http://mxcc.edu/governance/2016-17-proposals/1516-033/)

<b>Name:</b>	Hubert Godin
<b>Role at MxCC:</b>	Faculty
<b>Submitted on behalf of:</b>	Hubert Godin
<b>Proposal Title:</b>	Prerequisite changes – MFG*102
<b>Proposal Type:</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale:</b>	With the relocation of the Manufacturing Training Center, the number of classes offered has to be reduced because the day program has been terminated. MxCC has access to the lab Monday through Thursday evenings and on Saturday mornings. This limits the amount of class time available to students. Because of the reduced number of classes, we are unable to have 2 cohorts of students simultaneously at this time. The prerequisites have to be changed so that students can enroll full time in the manufacturing program during either the spring or fall semester.
<b>Does this proposal have campus-wide implications? If yes, how so?:</b>	Yes it does. There will be fewer low enrollment courses allowing MxCC to make better use of available resources.
<b>Does this proposal address a strategic priority of the college? If so, describe.:</b>	Yes it does. There will be fewer low enrollment courses allowing MxCC to make better use of available resources.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.:</b>	Yes. The cost of supporting the operations of the manufacturing will be reduced because there will be fewer low enrollment classes.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.:</b>	The changes must be made prior to the start of the 2016-17 academic year.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?:</b>	Curriculum Committee Academic Assembly Executive Council

## Recorder Review

Date: 1/26/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Comments/Rationale:

### Committee Review

Committee: Curriculum Committee

Meeting Date: 2/2/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

1516-033 MFG102 Change to Existing Course

### Assembly Review:

Assembly: Academic Assembly

Meeting Date: 2/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )

not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 2/17/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President’s Decision**

Date: 2/17/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:


**Implementation (Curriculum/Program Proposals)**

ACTION	COMPLETED BY	DATE COMPLETED

Signature Form Filed (Dean)	Corey Martell	2/17/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	2/17/16
Catalog Entry	Steve Minkler	2/21/16
Other		



# 034 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-034/](http://mxcc.edu/governance/2016-17-proposals/1516-034/)

<b>Date Submitted:</b>	02/01/2016
<b>Name:</b>	Tad Lincoln
<b>Role at MxCC:</b>	Faculty
<b>Submitted on behalf of:</b>	Susan Lugli, Lin Lin
<b>Proposal Title:</b>	BBG 215 Global Business
<b>Proposal Type:</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale:</b>	There is a need to expand the horizons of our students with more international/global courses. There are some who would like to see a pathway for MxCC students to transfer into an International Studies program at a four-year college, and this course could be one of the courses for that.
<b>Does this proposal have campus-wide implications? If yes, how so?:</b>	There is evidence that international/global exposure enhances student success. Also part of optimizing our curriculum to meet the needs of students and the workforce that has to be increasing savvy about globalization and the world we live in.
<b>Does this proposal address a strategic priority of the college? If so, describe.:</b>	There is evidence that international/global exposure enhances student success. Also part of optimizing our curriculum to meet the needs of students and the workforce that has to be increasing savvy about globalization and the world we live in.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.:</b>	Well, Since Tad Lincoln – in Social Sciences – would be teaching a course in the Business Division, I suppose there could be some question about the accounting for that. (Ben Boutaugh is doing the opposite, a Business Division professor teaching a Social Science course (intro to Law))
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.:</b>	Ask to have everything in order to offer the course in Spring 2017
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?:</b>	Curriculum Committee Academic Assembly Executive Council
<b>Other Comments:</b>	Thank you!

## Recorder Review

Date: 2/2/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 2/2/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

Minor changes made to Prerequisite. The document below is the final version.

[1516-034 BBG215 New Course Proposal](#)

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 2/11/16

Recorder: Corey Martil

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 2/17/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date: 2/17/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:


Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	2/21/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	2/17/16

Catalog Entry	Steve Minkler	2/21/16
Other		

# 035 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-035/](http://mxcc.edu/governance/2016-17-proposals/1516-035/)

<b>Date Submitted:</b>	02/02/2016
<b>Name:</b>	John Shafer
<b>Role at MxCC:</b>	Faculty
<b>Submitted on behalf of:</b>	Faculty and Students
<b>Proposal Title:</b>	Hold Special Discussion on Scheduling Issues
<b>Proposal Type:</b>	Request for Input (obtain feedback/input
<b>Proposal Description/Rationale:</b>	There is widespread concern among faculty and students regarding recent changes to the scheduling of classes, especially involving scheduling on Mondays, Wednesdays, and Fridays. There is also some concern regarding the new use of shadow courses and the subsequent reduction in initial courses offered to continuing students. Of particular concern is whether these changes are having an impact on enrollment decreases as there is a direct correspondence to the timeframe when the changes were introduced and when enrollments began declining. This proposal seeks to initiate further study and discussion of these issues by the governance system in order to make a recommendation to management regarding returning to the previous schedule or making other changes.
<b>Does this proposal have campus-wide implications? If yes, how so?:</b>	Item 6 of the current Strategic Plan is: GROW ENROLLMENT MxCC will achieve enrollment growth and improved student retention. This proposal intends to directly address whether the changes in the scheduling of courses is affecting enrollment declines.
<b>Does this proposal address a strategic priority of the college? If so, describe.:</b>	Item 6 of the current Strategic Plan is: GROW ENROLLMENT MxCC will achieve enrollment growth and improved student retention. This proposal intends to directly address whether the changes in the scheduling of courses is affecting enrollment declines.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.:</b>	The college's operating budget comes directly from tuition funds, so enrollment decreases have a direct impact on the whole college.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.:</b>	If scheduling issues are indeed affecting enrollment declines then the sooner we can determine this and make changes to the scheduling of courses, the better. If we continue to lose students to other institutions because they are dissatisfied with the way we are scheduling our courses, it may be difficult to get them back.

**What governing body at MxCC do you feel would be most appropriate to address your interests?:** Academic Assembly

**Other Comments:**

1516-035 m-w-f-Scheduling Concerns

**Recorder Review**

Date: 2/23/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Academic, Administrative, Student Services Assemblies
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

Since course scheduling impacts the budget, students, and faculty this proposal is being sent to all three assemblies for input.

**Committee Review**

Committee:

Meeting Date:

Recorder:

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: Requet

**Executive Council Review**

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date:

Recorder:

Approved
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Modified
Not Approved
Returned for Revision
Not Applicable

Comments/Rationale:


Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		



# 036 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-036/](http://mxcc.edu/governance/2016-17-proposals/1516-036/)

<b>Date Submitted:</b>	02/02/2016
<b>Name:</b>	Annie Scott
<b>Role at MxCC:</b>	Staff
<b>Submitted on behalf of:</b>	Information Technology
<b>Proposal Title:</b>	Discussion regarding integrating 3D Printing into the curriculum
<b>Proposal Type:</b>	Request for Input (obtain feedback/input)
<b>Proposal Description/Rationale:</b>	IT is considering holding a contest to challenge faculty to think about using 3D technology and how it can effectively be incorporated into the classroom to support their discipline. The successful applicant will be given a 3D printer, necessary software, and supplies to use in their classroom for a pilot phase with the hopes that this will further develop and imbed these new technologies into the overall curriculum at Middlesex. The pilot will be reviewed as to its effectiveness following this trial.
<b>Does this proposal have campus-wide implications? If yes, how so?:</b>	Student success – introduces new and or emerging technology into the curriculum.
<b>Does this proposal address a strategic priority of the college? If so, describe.:</b>	Student success – introduces new and or emerging technology into the curriculum.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.:</b>	Not initially.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.:</b>	We would want this to be implemented in time for Fall 2016
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?:</b>	Academic Assembly
<b>Other Comments:</b>	

## Recorder Review

Date: 2/23/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Academic Assembly
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

## Committee Review

Committee:

Meeting Date:

Recorder:

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

## Assembly Review:

Assembly: Academic Assembly

Meeting Date: 3/11/16

Recorder: Corey Martell

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
X no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: Request for input.

**Executive Council Review**

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President’s Decision**

Date:

Recorder:

Approved
Modified
Not Approved
Returned for Revision
Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

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<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 037 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-037/](http://mxcc.edu/governance/2016-17-proposals/1516-037/)

<b>Date Submitted:</b>	02/04/2016
<b>Name:</b>	Judy Mazgulski
<b>Role at MxCC:</b>	Staff
<b>Submitted on behalf of:</b>	Emily Canto, Joanne Faust and the Student Services Assembly
<b>Proposal Title:</b>	Student Development Task Force
<b>Proposal Type:</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale:</b>	<p>Under the former governance structure, the Student Development Committee accomplished a varied set of goals to increase communication and contact with students to foster student retention and success. With the suspension of the SDC under the new governance structure, members of the SSA felt a void in the efforts of a committee that addressed issues affecting students with action. It implemented initiatives and collectively committed to undertaking and assessing its work. Some examples of projects that originated in the SDC are: the Early Notification system, student success workshops, a review of the MAT bus schedule, New Student Orientation program enhancements, the Community Period, and many others. Some of the planned work of the committee has stalled without the committee.</p> <p>A newly established committee with cross assembly representation will be able to consider issues pertinent to student success.</p>
<b>Does this proposal have campus-wide implications? If yes, how so?:</b>	<p>Yes.</p> <ul style="list-style-type: none"> <li>I – Foster Student Success</li> <li>IV Grow Enrollment</li> <li>VII Create and Maintain a Vibrant Collegiate Environment</li> <li>VII Promote Leadership</li> <li>IX Enhance and Support Developmental Education</li> </ul>
<b>Does this proposal address a strategic priority of the college? If so, describe.:</b>	<p>Yes.</p> <ul style="list-style-type: none"> <li>I – Foster Student Success</li> <li>IV Grow Enrollment</li> <li>VII Create and Maintain a Vibrant Collegiate Environment</li> <li>VII Promote Leadership</li> <li>IX Enhance and Support Developmental Education</li> </ul>
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.:</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.:</b>	Yes. Time is critical to current student success.

**What governing body at MxCC do you feel would be most appropriate to address your interests?:** Academic Assembly  
Student Services Assembly

**Other Comments:** Both Student Services and Academic Assembly have a vested interest.

**Recorder Review**

Date: 2/23/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Student Services Assembly
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee:

Meeting Date:

Recorder:

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Assembly Review:**

Assembly: Student Services

Meeting Date: March 8, 2016

Recorder: Hilary Phelps

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: April 11 , 2016

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: May 18, 2016

Recorder: Corey Martell

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input checked="" type="checkbox"/> not supported

no recommendation/not applicable (*explain below*)

Comments/Rationale: Proposal was not supported; however the Executive Council endorses the spirit of the work and supports meeting outside of the governance structure as does: Graduation Committee, Programs Evaluation Committee, PCART, Enrollment Management Committee, etc.

**President's Decision**

Date: 5/18/16

Recorder: Corey Martell

Approved
Modified
<input checked="" type="checkbox"/> Not Approved
Returned for Revision
Not Applicable

Comments/Rationale:

Implementation Plan/Timeline: Proposal was not supported; however the Executive Council endorses the spirit of the work and supports meeting outside of the governance structure as does: Graduation Committee, Programs Evaluation Committee, PCART, Enrollment Management Committee, etc.

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		



# 038 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-038/](http://mxcc.edu/governance/2016-17-proposals/1516-038/)

<b>First Name:</b>	Steven
<b>Last Name:</b>	Minkler
<b>Email address</b>	<a href="mailto:sminkler@mxcc.edu">sminkler@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5706
<b>Role at MxCC</b>	Management
<b>Submitted on behalf of:</b>	School of Allied Health, Business, and STEM
<b>Proposal Title</b>	Discontinuation: Electrical Certificate
<b>Proposal Type</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale</b>	The decision to terminate the Electrical certificate came after an assessment of graduation and enrollment rates over the past 5 years. This program was developed originally in the late 1990s under a partnership with Connecticut Light & Power (now known as Eversource). After employment needs were met, the partnership dissolved and the program should have been discontinued at that time. This application will allow the college to “catch up” on eliminating inactive programs from its inventory.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	No
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	OPTIMIZE CURRICULUM
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	No
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly Executive Council
<b>Proposal Attachment</b>	

[1516-038-Discontinuation-Electrical Certificate](#)

**Recorder Review**

Date: 2/23/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 3/1/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

1516-038 Discontinuation of Electrical Certificate

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 3/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 3/16/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President’s Decision**

Date: 4/4/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

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<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	6/14/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	4/4/16
Catalog Entry	Steve Minkler	6/14/16
Other	Approved by BOR	5/10/16

# 039 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-039/](http://mxcc.edu/governance/2016-17-proposals/1516-039/)

<b>First Name:</b>	Steven
<b>Last Name:</b>	Minkler
<b>Email address</b>	<a href="mailto:sminkler@mxcc.edu">sminkler@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5706
<b>Role at MxCC</b>	Management
<b>Submitted on behalf of:</b>	Academic Dean and Division Directors
<b>Proposal Title</b>	Modifications to General Studies Degree
<b>Proposal Type</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale</b>	This is a revision to a proposal that was considered during the Fall 2015 semester. It updates the General Studies degree program to reflect changes to course categories (which now align with the TAP “competencies”), and attempts to simplify the graduation requirements such that they are more comparable to the existing program.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, in academic advising.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Optimize Curriculum
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes, the program changes should be implemented for students matriculating in Fall 2016.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly Executive Council

## Recorder Review

Date: 2/23/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Comments/Rationale:

### Committee Review

Committee: Curriculum Committee

Meeting Date: 3/1/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

1516-039 Modifications to General Studies

### Assembly Review:

Assembly: Academic Assembly

Meeting Date: 3/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 3/16/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date: 4/4/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:


**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	6/14/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	4/4/16

Catalog Entry	Steve Minkler	6/14/16
Other		



# 040 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-040/](http://mxcc.edu/governance/2016-17-proposals/1516-040/)

<b>First Name:</b>	Steven
<b>Last Name:</b>	Minkler
<b>Email address</b>	<a href="mailto:sminkler@mxcc.edu">sminkler@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5706
<b>Role at MxCC</b>	Management
<b>Submitted on behalf of:</b>	Academic Dean and Division Directors
<b>Proposal Title</b>	Course Categorization – TAP Core Competencies
<b>Proposal Type</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale</b>	The CSCU Transfer & Articulation Policy outlines core competencies which must be part of any general education component for the so-called CSCU Transfer Pathway Degree programs. MxCC chose to adopt this “Framework30” as the basis for any transfer-oriented program at the college, and also adopted the names of the 11 core competencies to replace former names such as “humanities,” “social sciences,” etc. The attached chart is proposed by the faculty as a means to classify all of our courses to the TAP competency system.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, for academic advising.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Optimize Curriculum.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	This is the first major wholesale change to the college’s general education system in many years. I would recommend a budget allowance for printed and online communication to inform students and advisors; and, to replace existing materials such as graduation checklists and promotional information.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	We must submit a final list to the BOR system office by March 16, 2016 (immediately after Executive Council ratification). The attached file represents the work done through 2/22/16. Faculty are still reviewing some courses, with updates to be provided to Academic Assembly, Student Services Assembly, and Executive Council.

<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly Student Services Assembly Executive Council
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**Recorder Review**

Date: 2/23/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 3/1/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

Motion to endorse draft list of courses that meet competencies for future action by Academic Assembly.

1516-040 Course Categorization – TAP Competencies

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 3/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 3/16/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date: 4/4/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/>

Returned for Revision
Not Applicable


Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	6/14/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	4/4/16
Catalog Entry		

# 041 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-041/](http://mxcc.edu/governance/2016-17-proposals/1516-041/)

<b>Governance Proposal: Prerequisite Change to Chemistry 121</b>	
<b>First Name:</b>	Kimberly
<b>Last Name:</b>	Thomas
<b>Email address</b>	<a href="mailto:kthomas@mxcc.edu">kthomas@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5765
<b>Role at MxCC</b>	Faculty
<b>Submitted on behalf of:</b>	Self
<b>Proposal Title</b>	Prerequisite Change to Chemistry 121
<b>Proposal Type</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale</b>	Chemistry prerequisite: addition of Chemistry 101 Introductory Chemistry as an alternative to either high school chemistry or Chemistry 111 for admission into Chemistry 121. Math and English prerequisites would remain unchanged.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	no
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes....Better serving students by continually evaluating courses and their prerequisites
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	no
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	It is my understanding that a prerequisite change requested in Spring 2016 will be implemented the following Spring (2017)
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee
<b>Proposal Attachment</b>	<a href="#">che121-prereq-chg-feb-24_001.pdf</a>
<b>Other Comments:</b>	I believe I need a docket number from Corey before this goes onto CAP

## Recorder Review

Date: 3/29/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Comments/Rationale:

### Committee Review

Committee: Curriculum Committee

Meeting Date: 4/5/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

1516-041 Prerequisite Change to Chemistry 121

### Assembly Review:

Assembly: Academic Assembly

Meeting Date: 4/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 4/20/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date: 4/20/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		

Catalog Entry
Other



# 042 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-042/](http://mxcc.edu/governance/2016-17-proposals/1516-042/)

<b>Governance Proposal: Physics Pathway</b>	
<b>First Name:</b>	Patty
<b>Last Name:</b>	Raymond
<b>Email address</b>	<a href="mailto:praymond@mxcc.commnet.edu">praymond@mxcc.commnet.edu</a>
<b>Phone Number:</b>	860 343-5772
<b>Role at MxCC</b>	Faculty
<b>Submitted on behalf of:</b>	TAP/FIRC
<b>Proposal Title</b>	Physics Pathway
<b>Proposal Type</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale</b>	New curriculum
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, for transfer to the State Universities
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Student success
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	None.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	This must be approved by April 19th.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly Executive Council

## Recorder Review

Date: 3/29/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 4/5/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

Move forward to Academic Assembly for endorsement.

1516-042 TAP Pathway – Physics

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 4/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 4/20/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### President's Decision

Date: 4/20/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

### Implementation (Curriculum/Program Proposals)

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 043 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-043/](http://mxcc.edu/governance/2016-17-proposals/1516-043/)

Governance Proposal: Computer Science Pathway	
First Name:	Patty
Last Name:	Raymond
Email address	<a href="mailto:praymond@mxcc.commnet.edu">praymond@mxcc.commnet.edu</a>
Phone Number:	860 343-5772
Role at MxCC	Faculty
Submitted on behalf of:	TAP/FIRC
Proposal Title	Computer Science Pathway
Proposal Type	Request for Action (obtain approval)
Proposal Description/Rationale	Computer Science Pathway
Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor	Yes, It involves a curriculum change
Does this proposal address a strategic priority of the college? If so, describe.	Student Success
Does this proposal have budgetary implications? If so, describe projected costs and funding sources.	None
Is this proposal time sensitive? If so, describe the timeframe for implementation.	Yes, must be reviewed in April 19th.
What governing body at MxCC do you feel would be most appropriate to address your interests?	Curriculum Committee Academic Assembly Executive Council

## Recorder Review

Date: 3/29/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 4/5/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

Move forward (with comments) to Academic Assembly for endorsement.

Comment: It was questioned that MAT 254 Calculus I requires “C or above” and MAT 256 Calculus II “C- or above”. The Committee asked the School Director to convey this grade cutoff concern brought up with the Computer Science Pathway to be brought to the attention of Physics TAP Pathway work group.

1516-043 TAP Pathway – Computer Science

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 4/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 4/20/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President’s Decision**

Date: 4/20/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		

Other

# 044 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-044/](http://mxcc.edu/governance/2016-17-proposals/1516-044/)

<b>Governance Proposal: Governance Structure Feedback</b>	
<b>First Name:</b>	Rebecca
<b>Last Name:</b>	Rist-Brown
<b>Email address</b>	<a href="mailto:rristbrown@mxcc.comnet.edu">rristbrown@mxcc.comnet.edu</a>
<b>Phone Number:</b>	860-343-5829
<b>Role at MxCC</b>	Faculty
<b>Submitted on behalf of:</b>	Governance Evaluation Committee
<b>Proposal Title</b>	Governance Structure Feedback
<b>Proposal Type</b>	Request for Input (obtain feedback/input
<b>Proposal Description/Rationale</b>	Request for each assembly to provide feedback as a collective group in regards to areas in which the governance structure need to be "tweaked." Survey results indicated that the majority of employees support extending the pilot program for another year with modification to the governance structure. Each assembly needs to create a list of their proposed modifications.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes. Each assembly needs to create a list of proposed modifications.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes – in creating a functioning governance structure.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes. Each assemblies list of modifications needs to be submitted prior to the April GEC meeting date.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Academic Assembly Administrative Assembly Student Services Assembly Executive Council
<b>Proposal Attachment</b>	<a href="#">governance-survey-result.pdf</a>
<b>Other Comments:</b>	Attached are the governance survey results.

[Governance Survey Results for 1516-044](#)

**Recorder Review**



Date: 3/2/16

Recorder: Corey Martell

Action:

X Submitted to governing body ( <i>list body</i> ): All Assemblies and Executive Council
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Comments/Rationale:

For input.

### **Committee Review**

Committee:

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### **Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 3/16/16

Recorder: Corey Martell

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: This proposal was tabled for further discussion; however some suggestions for revision were discussed and shared with the Governance Evaluation Committee.

**President’s Decision**

Date: 3/16/16

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 045 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-045/](http://mxcc.edu/governance/2016-17-proposals/1516-045/)

Governance Proposal: English Discipline Review	
First Name:	Sue
Last Name:	Lugli
Email address	<a href="mailto:slugli@mxcc.edu">slugli@mxcc.edu</a>
Phone Number:	35840
Role at MxCC	Faculty
Submitted on behalf of:	Academic Review Committee (ART)
Proposal Title	English Discipline Review
Proposal Type	Request for Communication (share information)
Proposal Description/Rationale	The English Discipline has completed the review process and the A.R.T. is reporting the results to Governance.
Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor	no
Does this proposal address a strategic priority of the college? If so, describe.	Yes, it is required by the BOR.
Does this proposal have budgetary implications? If so, describe projected costs and funding sources.	no
Is this proposal time sensitive? If so, describe the timeframe for implementation.	No
What governing body at MxCC do you feel would be most appropriate to address your interests?	Academic Assembly
Proposal Attachment	<a href="#">englishdisciplinereviewfinal.docx</a>

## English Discipline Review – Final

### Recorder Review

Date: 3/29/16

Recorder: Corey Martell

Action:

X Submitted to governing body ( <i>list body</i> ): Academic Assembly

Returned to Originator for revision
Forward for action by <i>(list department/employee)</i> :
Other:

Comments/Rationale:

**Committee Review**

Committee:

Meeting Date:

Recorder:

Action:

support with no issues
further development required <i>(returned to originator(s) for further development)</i>
not supported
no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

support with no issues
further development required <i>(returned to originator(s) for further development)</i>
not supported
no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

## Executive Council Review

Meeting Date: 4/20/16

Recorder: Corey Martell

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: For communication only.

## President's Decision

Date: 4/20/16

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline: For communication only.

## Implementation (Curriculum/Program Proposals)

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		

Other

# 046 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-046/](http://mxcc.edu/governance/2016-17-proposals/1516-046/)

<b>First Name:</b>	Joy
<b>Last Name:</b>	Hansen
<b>Email address</b>	<a href="mailto:jhansen@mxcc.edu">jhansen@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5830
<b>Role at MxCC</b>	Staff
<b>Submitted on behalf of:</b>	PCART
<b>Proposal Title</b>	Meeting Minutes – 2/26/2016
<b>Proposal Type</b>	Request for Communication (share information)
<b>Proposal Description/Rationale</b>	Meeting Minutes
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Sustainability has campus-wide implications.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	No.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Executive Council
<b>Proposal Attachment</b>	<a href="#">minutes-to-meeting_2_26_2016.docx</a>
<b>Other Comments:</b>	Thank you for reviewing!

[minutes-to-meeting\\_2\\_26\\_2016](#)

## Recorder Review

Date: 3/11/16

Recorder: Corey Martell

Action:



<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Executive Council
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Comments/Rationale:

For communication purposes only.

### Executive Council Review

Meeting Date: 3/16/16

Recorder: Corey Martell

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: For communication only.

### President's Decision

Date: 3/16/16


Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale: For communication only.



# 047 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-047/](http://mxcc.edu/governance/2016-17-proposals/1516-047/)

## Governance Proposal: Proposed creation of committee to review and decide requests for math substitutions or waivers

<b>First Name:</b>	Hilary
<b>Last Name:</b>	Phelps
<b>Email address</b>	<a href="mailto:hphelps@mxcc.edu">hphelps@mxcc.edu</a>
<b>Phone Number:</b>	8603435879
<b>Role at MxCC</b>	Staff
<b>Submitted on behalf of:</b>	Disability Support Services
<b>Proposal Title</b>	Proposed creation of committee to review and decide requests for math substitutions or waivers
<b>Proposal Type</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale</b>	<p>During the past three years I have worked with many students who have diagnosed disabilities in the area of math that prevent them from completing MxCC's math requirements. In many instances this one requirement prevents them from completing a degree program at MxCC. Some of those students may be capable of completing a different math course. Others may be capable of completing an alternate course such as logic, business math, statistics or nutrition that could fulfill their graduation requirement.</p> <p>I have also discovered that as an institution we do not have a formal mechanism for students to submit their documentation and request a substitution or a waiver. Each individual student I've worked with has spoken with math faculty, division chairs and sometimes deans. In terms of our efforts to increase retention and graduation I am asking for the creating of a committee where such requests can be formally presented. Even if waivers or substitutions are ultimately not granted a formal committee allows students to be heard in a way they feel unheard currently.</p> <p>In the field of disability services many institutions have processes in place to address the needs of disabled students in meeting general academic requirements. For example foreign language waivers and substitutions are common for students with disabilities. Recognizing that for the lack of one course a student could be a college graduate I'm asking MxCC to consider and develop a process, procedure and alternative to MAT 104 or higher to allow students with diagnosed math disabilities the means of obtaining their college degree.</p>
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Retention and graduation rates could be improved if there was a mechanism to allow alternate ways of satisfying our math requirement.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes. Maximize opportunities for student success and goal attainment. Students who complete their AA degree have higher earning potential than ones who do not.

<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Ideally a process and procedure could be in place by Fall 2016 to consider such requests.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Academic Assembly Executive Council
<b>Proposal Attachment</b>	<a href="#">gwcc-course-substitution-waiver-policy-and-form.pdf</a>
<b>Other Comments:</b>	Gateway Community College has recently completed a similar process to what I have proposed. I'm including their policy and substitution forms for your consideration.

## Recorder Review

Date: 3/29/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale: Math Division informed of proposal to allow them to participate in discussions.

## Committee Review

Committee: Curriculum Committee

Meeting Date: 4/5/2016

Recorder: Lan Liu

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )

not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

Proposal is tabled until May.

Move forward to Academic Assembly with recommendation for Hilary to discuss proposal with Math Discipline.

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 4/11/16

Recorder: Corey Martell

Action:

support with no issues
<input checked="" type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: Tabled for further discussion.

**Executive Council Review**

Meeting Date:

Recorder:

Action:

support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President's Decision**

Date:

Recorder:

Approved
Modified
Not Approved
Returned for Revision
Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

### Implementation (Curriculum/Program Proposals)

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 048 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-048/](http://mxcc.edu/governance/2016-17-proposals/1516-048/)

<b>Governance Proposal: New Graduation Checklist for 2016-17 (ABSTEM &amp; AMHSS Schools)</b>	
<b>First Name:</b>	Lin
<b>Last Name:</b>	Lin
<b>Email address</b>	<a href="mailto:LLin@mxcc.edu">LLin@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5763
<b>Role at MxCC</b>	Staff
<b>Submitted on behalf of:</b>	Allied Health, Business, and STEM Division & Arts & Media, Humanities, and Social Sciences
<b>Proposal Title</b>	New Graduation Checklist for 2016-17 (ABSTEM & AMHSS Divisions)
<b>Proposal Type</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale</b>	Program graduation checklists are updated for 2016-17 per BOR TAP requirements and the newly updated college graduation requirements. A summary of all changes is provided in the attached excel file.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes. Programs will be using the new graduation checklists in Fall 2016-17.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Optimize Curricula to meet BOR TAP requirements and the newly updated college graduation requirements.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes. Needs to be discussed at the upcoming meeting.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly
<b>Proposal Attachment</b>	

## Recorder Review

Date: 3/30/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 4/5/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

Move forward to Academic Assembly.

1516-048 New Graduation Checklist 16-17 ABSTEM

1516-048 Graduation Checklists 16-17 AMHSS Revised 041516

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 4/11/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )



not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 4/20/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President’s Decision**

Date: 4/20/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

ACTION	COMPLETED BY	DATE COMPLETED

Signature Form Filed (Dean)
Documents Uploaded to P:\Drive
Registrar/Banner entry
Catalog Entry
Other

# 049 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-049/](http://mxcc.edu/governance/2016-17-proposals/1516-049/)

Governance Proposal: Chemistry Discipline Review	
First Name:	Sue
Last Name:	Lugli
Email address	<a href="mailto:slugli@mxcc.edu">slugli@mxcc.edu</a>
Phone Number:	860-343-5840
Role at MxCC	Faculty
Submitted on behalf of:	The Academic Review Team
Proposal Title	Chemistry Discipline Review
Proposal Type	Request for Communication (share information)
Proposal Description/Rationale	This proposal is part of the work of the school.
Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor	No
Does this proposal address a strategic priority of the college? If so, describe.	Yes, this proposal is a requirement for B.O.R. and NEASC reporting purposes.
Does this proposal have budgetary implications? If so, describe projected costs and funding sources.	No
Is this proposal time sensitive? If so, describe the timeframe for implementation.	No
What governing body at MxCC do you feel would be most appropriate to address your interests?	Curriculum Committee Governance review Committee Academic Assembly Executive Council
Proposal Attachment	<a href="#">chemistrydiscipline-review.pdf</a>

## Recorder Review

Date: 4/26/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee, Academic Assembly
<input type="checkbox"/> Returned to Originator for revision

Forward for action by *(list department/employee)*:

Other:

### Chemistry Discipline Review Spring 2016

Comments/Rationale: For communication.

#### **Committee Review**

Committee: Curriculum Committee

Meeting Date: May 3, 2016

Recorder: Lan Liu

Action:

support with no issues

further development required *(returned to originator(s) for further development)*

not supported

no recommendation/not applicable *(explain below)*

### 1516-049 Chemistry Discipline Review

Comments/Rationale:

FYI only.

#### **Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

support with no issues

further development required *(returned to originator(s) for further development)*

not supported

no recommendation/not applicable *(explain below)*

Comments/Rationale:

**Executive Council Review**

Meeting Date: 5/18/16

Recorder: Corey Martell

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: For communication only.

**President’s Decision**

Date: 5/18/16

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline: For communication only.

**Implementation (Curriculum/Program Proposals)**

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		

Other

# 050 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-050/](http://mxcc.edu/governance/2016-17-proposals/1516-050/)

<b>First Name:</b>	Sue
<b>Last Name:</b>	Lugli
<b>Email address</b>	<a href="mailto:slugli@mxcc.edu">slugli@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5840
<b>Role at MxCC</b>	Faculty
<b>Submitted on behalf of:</b>	Academic Review Committee (ART)
<b>Proposal Title</b>	Freshman Seminar Review
<b>Proposal Type</b>	Request for Communication (share information)
<b>Proposal Description/Rationale</b>	This review was completed to comply with the B.O.R. and NEASC program/discipline/areas of study review policy requirements.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	No
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes. This review addresses the strategic priorities of fostering student success, optimize curriculum, and enhance and support developmental education.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	no
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	no
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Governance review Committee Academic Assembly Executive Council

## FS100-Discipline Review Spring 2016

### Recorder Review

Date: 4/26/16

Recorder: Corey Martell

Action:

Submitted to governing body (*list body*): Curriculum Committee

Returned to Originator for revision
Forward for action by <i>(list department/employee)</i> :
Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: May 3, 2016

Recorder: Lan Liu

Action:

support with no issues
further development required <i>(returned to originator(s) for further development)</i>
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

1516-050 Freshman Seminar Discipline Review

Comments/Rationale:

FYI only.

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

support with no issues
further development required <i>(returned to originator(s) for further development)</i>
not supported
<input type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:



**Executive Council Review**

Meeting Date: 5/18/16

Recorder: Corey Martell

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: For communication only.

**President’s Decision**

Date: 5/18/16

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale: For communication only.

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		

Other

# 051 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-051/](http://mxcc.edu/governance/2016-17-proposals/1516-051/)

<b>First Name:</b>	Anthony
<b>Last Name:</b>	Moran
<b>Email address</b>	<a href="mailto:amora0095@mail.ct.edu">amora0095@mail.ct.edu</a>
<b>Phone Number:</b>	(860) 834-4584
<b>Role at MxCC</b>	Student
<b>Submitted on behalf of:</b>	Self and Thalia Novotasky
<b>Proposal Title</b>	Middlesex Community College Student/Faculty Community Garden
<b>Proposal Type</b>	Request for Input (obtain feedback/input)
<b>Proposal Description/Rationale</b>	I had a discussion with one of my peers who gave me the suggestion of turning the old vollyball/playground pit located behind Snow Hall into a Multi-Plot Community Garden. This garden would have individual plots that would have a chain-linked fence and would have a lock that student activities, maintenance as well as certain administrative office staff would have to gain access to the garden which would be open to both staff and students. When the harvest of products which would consist of vegetables, flowers, herbs and maybe even fruit the student would donate it to either the new Magic Food Bus or Mom's Kitchen or sell it to students at a MxCC Farmer's Market which would intern would bring more community recognition to the school which would help increase enrollment rates as well as making students stay at MxCC more.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, it will have a campus-wide implications because this garden will be available to all members of the college community only during a certain set hour of time or when given access to by Student Activities, Maintenance or a certain Administrative Office Staffer.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	As a student I do not know the strategic priorities of this college. But, I know that our college President Anna Wasescha always strives to make this campus a more environmentally friendly campus. This would help make our college a lot with making our campus one step closer to being environmentally friendly.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	This proposed project does have proposed budgetary implications the four major costly activities that this project would need is a backhoe to remove the top layer of material from the site. Then we would need to buy potting soil which is \$1.47 for a 40-lb bag at Lowe's as well as the fencing which is the most costly part of this project. Thalia was a member of the Lyman Hall Vocational Agricultural Program and I was a member of the Middletown Vocational Agricultural Science and Technology Program which makes the students need Supervised Agricultural Experience (SAE) Hours that students need to complete a certain amount of hours to be awards, degrees, awards and even passage of the program. We were interested in reaching out to our programs to see if any students would like to help in making of the garden which would cause us to have a student or a designated staff person to sign off on their state forms since it would be considered a placement site. I would be more then happy to explain this to the council when it is discussed. At this time we have no funding sources but we are looking into community based grants/ community improvement grants that maybe able to defray the cost.

<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	If we would like to have a community garden planting is done in the Spring to Mid- Summer when the soil has the most nutrients as well as it being easier to dig into. The harvest time of most plants are last August or early September. This proposal is to late for the Spring 2016 semester but we would still like some thought on the idea.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Executive Council
<b>Proposal Attachment</b>	<a href="#">community-garden-sketch-and-notes.PDF</a>
<b>Other Comments:</b>	When members view the notes please see sketch of proposed garden.

Community Garden Sketch

**Recorder Review**

Date: 4/26/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Administrative Assembly
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee:

Meeting Date:

Recorder:

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

support with no issues
further development required <i>(returned to originator(s) for further development)</i>
not supported
no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

**Executive Council Review**

Meeting Date: 5/18/16

Recorder: Corey Martell

Action: See comments

support with no issues
further development required <i>(returned to originator(s) for further development)</i>
not supported
no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale: Feedback was provided as noted in the meeting minutes.

**President's Decision**

Date: 5/18/16

Recorder: Corey Martell

Approved
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Modified
Not Approved
Returned for Revision
X Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 052 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-052-potential-graduation-list-2016/](http://mxcc.edu/governance/2016-17-proposals/1516-052-potential-graduation-list-2016/)

Governance Proposal: 2016 Potential Graduation List	
First Name:	Susan
Last Name:	Salowitz
Email address	<a href="mailto:ssalowitz@mxcc.edu">ssalowitz@mxcc.edu</a>
Phone Number:	860-343-5720
Role at MxCC	Staff
Submitted on behalf of:	Susan Salowitz, Registrar
Proposal Title	2016 Potential Graduation List
Proposal Type	Request for Action (obtain approval)
Proposal Description/Rationale	Approve the 2016 Potential Graduation List
Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor	No
Does this proposal address a strategic priority of the college? If so, describe.	No
Does this proposal have budgetary implications? If so, describe projected costs and funding sources.	No
Is this proposal time sensitive? If so, describe the timeframe for implementation.	Yes, it must be approved prior to graduation on May 26, 2016.
What governing body at MxCC do you feel would be most appropriate to address your interests?	Curriculum Committee

## Recorder Review

Date: 4/26/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: May 3, 2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

1516-052 Potential Graduation Checklist

Comments/Rationale:

Consent Agenda

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**



Meeting Date: 5/18/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### President's Decision

Date: 5/18/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

### Implementation (Curriculum/Program Proposals)

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# 053 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-053/](http://mxcc.edu/governance/2016-17-proposals/1516-053/)

<b>First Name:</b>	Steven
<b>Last Name:</b>	Minkler
<b>Email address</b>	<a href="mailto:sminkler@mxcc.edu">sminkler@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5706
<b>Role at MxCC</b>	Management
<b>Submitted on behalf of:</b>	Academic Dean's Office
<b>Proposal Title</b>	Changes to Winter 2016-17 Academic Calendar
<b>Proposal Type</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale</b>	Approved version started classes on the legal holiday of Monday, December 26. This needs to change to Tuesday, December 27. In addition, there will only be online classes offered. Therefore, the end date of classes can be Sunday, January 15 at noon.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	No
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	N/A
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	It may reduce winter enrollment but historically, we have not had good enrollment in on-ground winter courses.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Needs to be approved by September 1, 2016.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly Executive Council

## Recorder Review

Date: 4/27/16

Recorder: Corey Martell

Action:

X Submitted to governing body ( <i>list body</i> ): Curriculum Committee
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Winter-2016-17-Academic-Calendar

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: May 3, 2016

Recorder: Lan Liu

Action:

X support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

1516-053 Winter 2016-2017 Academic Calendar

Comments/Rationale:

Consent Agenda

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported

no recommendation/not applicable (*explain below*)

Comments/Rationale:

**Executive Council Review**

Meeting Date: 5/18/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President’s Decision**

Date: 5/18/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		

Documents Uploaded to P:\Drive
Registrar/Banner entry
Catalog Entry
Other

# 054 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-054/](http://mxcc.edu/governance/2016-17-proposals/1516-054/)

<b>First Name:</b>	Steven
<b>Last Name:</b>	Minkler
<b>Email address</b>	<a href="mailto:sminkler@mxcc.edu">sminkler@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5706
<b>Role at MxCC</b>	Management
<b>Submitted on behalf of:</b>	Academic Dean's Office
<b>Proposal Title</b>	Revised Schedule of Class Periods
<b>Proposal Type</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale</b>	See attached.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, as it may impact the hours of operation of other departments.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	<p>Foster student success (by improving retention due to a better class schedule)</p> <p>Grow enrollment (MWF classes attract less enrollment than MW classes)</p> <p>Create and maintain a vibrant collegiate environment (improve morale)</p> <p>Promote leadership (by responding to "mechanisms that support effective multi-directional communication")</p>
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	The intention is to stabilize or grow enrollment, which will have a positive effect on tuition & fee income.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Ideally, the proposal should be approved during the May meeting cycle so it may be implemented in the Spring 2017 semester. Faculty are currently planning the spring course schedule.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	<p>Curriculum Committee</p> <p>Academic Assembly</p> <p>Student Services Assembly</p> <p>Executive Council</p>

## Recorder Review

Date: 4/27/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Revised-class-periods-spring17

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: May 3, 2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

1516-054 Revised Schedule of Class Periods

Comments/Rationale:

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported

no recommendation/not applicable (*explain below*)

Comments/Rationale:

**Executive Council Review**

Meeting Date: 5/18/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**President’s Decision**

Date: 5/18/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:


**Implementation (Curriculum/Program Proposals)**

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		



Documents Uploaded to P:\Drive
Registrar/Banner entry
Catalog Entry
Other

# 055 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-055/](http://mxcc.edu/governance/2016-17-proposals/1516-055/)

<b>First Name:</b>	Joseph
<b>Last Name:</b>	Murfin
<b>Email address</b>	<a href="mailto:jmurfin@mxcc.commnet.edu">jmurfin@mxcc.commnet.edu</a>
<b>Phone Number:</b>	860-343-5744
<b>Role at MxCC</b>	Faculty
<b>Submitted on behalf of:</b>	Joseph Murfin
<b>Proposal Title</b>	MUS 152 Drumming and Percussion Ensemble Credit Change
<b>Proposal Type</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale</b>	MUS 152 Drumming and Percussion Ensemble is currently a 2 credit course. This proposal seeks to change MUS 152 to a 3 credit course in order to make it consistent with the other music courses taught at Middlesex Community College, allow for the time required to adequately cover the material from the instructional units in the course outline, and make enrollment in the class more conducive to students who wish to schedule this course for use as a general education elective.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes. By making a MUS 152 a 3 credit course, it will be easier for students to utilize this course as a general education elective.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes. By making a MUS 152 a 3 credit course, it will be easier for students to utilize this course as a general education elective since, in general, 3 credit course requirements are common throughout many programs. MUS 152 is also a "D" (diversity) course.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	The increase from 2 to 3 credit hours does have a budgetary impact as it will cost more for instruction but also bring in more revenue from students.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	We are hopeful to implement this change for the Spring 2017 semester.

**What governing body at MxCC do you feel would be most appropriate to address your interests?**

Curriculum Committee

**Recorder Review**

Date: 4/27/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 5/3/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

1516-055 MUS\*152 Drumming and Percussion Change

Comments/Rationale:

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 5/13/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### **Executive Council Review**

Meeting Date: 5/20/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### **President's Decision**

Date: 6/3/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable


Comments/Rationale:

Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	6/8/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	6/7/16
Catalog Entry	Steve Minkler	6/8/16
Other		

# 056 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-056/](http://mxcc.edu/governance/2016-17-proposals/1516-056/)

<b>First Name:</b>	Corey
<b>Last Name:</b>	Martell
<b>Email address</b>	<a href="mailto:cmartell@mxcc.edu">cmartell@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5701
<b>Role at MxCC</b>	Management
<b>Submitted on behalf of:</b>	Mathematics/Business Divisions
<b>Proposal Title</b>	MAT*158 New Course
<b>Proposal Type</b>	Request for Action (obtain approval)
<b>Proposal Description/Rationale</b>	MAT158 – Functions, Graphs & Matrices is a course requested by the Business department to fulfill the Transfer-Oriented degree requirements for MxCC’s business students (Business Admin, Marketing, Accounting and MIS.) This course is a pre-major requirement and must be completed before being admitted into the Upper division. Upon successful completion of this course at MxCC, a student will be eligible for Junior- level transfer status in CCSU’s Business program. Greater than 85% of our transfer students from the Business program go to CCSU. This course also will transfer for students who transfer to UCONN
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes. Implementation for Spring 2017.

<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly Executive Council
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**Recorder Review**

Date: 4/27/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 5/3/2016

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

1516-056 MAT\*158 Functions, Graphs, and Matrices

Comments/Rationale:

Minor change needed – To add credit number (3) to Course Proposal Form.

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 5/13/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### **Executive Council Review**

Meeting Date: 5/20/16

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### **President's Decision**

Date: 6/3/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:




Implementation Plan/Timeline:

**Implementation (Curriculum/Program Proposals)**

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	Corey Martell	7/15/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	6/7/16
Catalog Entry	Steve Minler	7/15/16
Other		

# ADA-005 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-ada-005/](http://mxcc.edu/governance/2016-17-proposals/1516-ada-005/)

<b>First Name:</b>	Jason
<b>Last Name:</b>	Wright
<b>E-Mail Address:</b>	<a href="mailto:jwrig0048@mail.ct.edu">jwrig0048@mail.ct.edu</a>
<b>Phone Number:</b>	860-343-5781
<b>Role at MxCC</b>	Student
<b>Proposal Name</b>	Composting & Organic Waste Recycling Project Proposal
<b>Proposal Type</b>	Request for Action
<b>Proposal Description/Rationale</b>	See attached proposal
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, this proposal seeks approval for a campus-wide composting policy
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes, it directly addresses the sustainability priority of the strategic plan and fulfills an action item in the MxCC Climate Action Plan
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	Yes, this proposal will require both grant funding and ongoing financial support from the college
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	We hope to apply for grant funding for this project in Spring 2016, for Fall 2016 implementation.
<b>What body of the Shared Governance system at MxCC do you feel would be most appropriate to address your interests?</b>	Administrative Assembly
<b>Proposal attachments</b>	<a href="#">composting-proposal-rev-092815.docx</a>
<b>Other Comments:</b>	This proposal was developed in consultation with SEAS advisor Christine Witkowski and the President's Climate Action Response Team, and is submitted with the support (by vote in Spring 2015) of SEAS and Student Senate

## Recorder Review

Date: 9/29/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Administrative Assembly
Returned to Originator for revision
Forward for action by ( <i>list department/employee</i> ):
Other:

Comments/Rationale:

1516-ADA-005 Composting Proposal

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 10/21/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with <del>no issues</del> modification
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale: Executive Council endorsed a pilot program for composting and organic waste recycling.

## President's Decision

Date: 10/21/15

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale: Approved with modifications approved at Executive Council.

Implementation Plan/Timeline:

## Implementation (Curriculum/Program Proposals)

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	N/A	
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# CUC-001 - Middlesex Community College, Middletown CT

 mxcc.edu/governance/2016-17-proposals/1516-cuc-001/

<b>First Name:</b>	Steven
<b>Last Name:</b>	Minkler
<b>E-Mail Address:</b>	<a href="mailto:sminkler@mxcc.edu">sminkler@mxcc.edu</a>
<b>Phone Number:</b>	x35706
<b>Role at MxCC</b>	Management
<b>Proposal Name</b>	Academic Calendars 2016-17
<b>Proposal Type</b>	Request for Action
<b>Proposal Description/Rationale</b>	Need approval for (1) Summer 16 academic calendar (2) Fall 16 academic calendar for local dates only (3) Winter 16-17 academic calendar (4) Spring 17 academic calendar for local dates only
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes??
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	Indirectly
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Need to approve Summer 16 academic calendar by 11/1/15 so we can input the course schedule
<b>What body of the Shared Governance system at MxCC do you feel would be most appropriate to address your interests?</b>	Not Sure

## Recorder Review

Date: 9/29/15

Recorder: Corey Martell

Action:

X Submitted to governing body ( <i>list body</i> ): Curriculum Committee
Returned to Originator for revision

Forward for action by <i>(list department/employee)</i> :
Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 10/6/2015

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required <i>(returned to originator(s) for further development)</i>
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

This calendar was approved by the Curriculum Committee on October 6. Specifically, the committee chose the Summer 2016 calendar which has Session II classes beginning after Independence Day (and not before).

1516-CUC-001 – Academic Calendars 2016-2017

Then Dean Minkler made a couple of technical corrections to properly observe public holidays and the CSCU Common Academic Calendar.

Revised 2016-2017 academic calendars

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 10/12/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required <i>(returned to originator(s) for further development)</i>
<input type="checkbox"/> not supported
<input type="checkbox"/>

no recommendation/not applicable (*explain below*)

Comments/Rationale: Version B of the 2016-2017 Academic Calendar was approved.

### Executive Council Review

Meeting Date: 10/21/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### President's Decision

Date: 1/28/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

### Implementation (Curriculum/Program Proposals)

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)	N/A	

Documents Uploaded to P:\Drive
Registrar/Banner entry
Catalog Entry
Other



# CUC-002 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-cuc-002/](http://mxcc.edu/governance/2016-17-proposals/1516-cuc-002/)

<b>First Name:</b>	Rebecca
<b>Last Name:</b>	Rist-Brown
<b>E-Mail Address:</b>	<a href="mailto:rristbrown@mxcc.edu">rristbrown@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5849
<b>Role at MxCC</b>	Faculty – FT
<b>Proposal Name</b>	Criminal Justice Program Changes
<b>Proposal Type</b>	Request for Action
<b>Proposal Description/Rationale</b>	Changes to Criminal Justice Program to comply with TAP, new courses added, and new prerequisites to increase level of rigor in program.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	No.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	No.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes. TAP documents need to be approved for Fall 2016. Special Topics course will be run during Spring 2016 semester.
<b>What body of the Shared Governance system at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee
<b>Other Comments:</b>	Files exceed Maximum attachment size. Sent via email to all MxCC Employees per CAP policy.

## Recorder Review

Date: 9/29/15

Recorder:

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ):Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision

Forward for action by <i>(list department/employee)</i> :
Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 10/6/2015

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required <i>(returned to originator(s) for further development)</i>
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

Consent item passed. Because of the new governance structure, they may not be effective until the fall of 2016.

1516-CUC-002 – CJS Program Changes

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 10/12/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required <i>(returned to originator(s) for further development)</i>
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

## Executive Council Review

Meeting Date: 10/21/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

## President's Decision

Date: 12/1/15

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

## Implementation (Curriculum/Program Proposals)

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)	Corey Martell	1/28/16
Documents Uploaded to P:\Drive	Corey Martell	1/28/16
Registrar/Banner entry	Susan Salowitz	12/2/15
Catalog Entry	Steve Minkler	1/23/16
Other		



# CUC-003 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-cuc-003/](http://mxcc.edu/governance/2016-17-proposals/1516-cuc-003/)

<b>First Name:</b>	Christopher
<b>Last Name:</b>	Gargamelli
<b>E-Mail Address:</b>	<a href="mailto:cgargamelli@mxcc.edu">cgargamelli@mxcc.edu</a>
<b>Phone Number:</b>	35842
<b>Role at MxCC</b>	Faculty – FT
<b>Proposal Name</b>	Course Changes for Veterinary Technology
<b>Proposal Type</b>	Request for Action
<b>Proposal Description/Rationale</b>	With having graduated our first cohort of veterinary technology students and receiving initial accreditation in the Spring of 2015, we found that we needed to make some modifications to the courses we offer in the program.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes. The proposed changes would alter the courses and overall curriculum offered by the veterinary technology program at MxCC.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes. The proposal optimizes curriculum.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes. Changes are proposed for courses offered in spring 2016.
<b>What body of the Shared Governance system at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee

## Recorder Review

Date: 9/29/15

Recorder: Corey Martell

Action:

x Submitted to governing body ( <i>list body</i> ): Curriculum Committee
Returned to Originator for revision

Forward for action by *(list department/employee)*:

Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 10/6/2015

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required <i>(returned to originator(s) for further development)</i>
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

1516-CUC-003 Course Changes for Veterinary Technology

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 10/12/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required <i>(returned to originator(s) for further development)</i>
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

**Executive Council Review**

Meeting Date: 10/21/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### President's Decision

Date: 2/12/16

Recorder: Corey Martell

<input checked="" type="checkbox"/> Approved
<input type="checkbox"/> Modified
<input type="checkbox"/> Not Approved
<input type="checkbox"/> Returned for Revision
<input type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

### Implementation (Curriculum/Program Proposals)

<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)	President's Office	12/2/16
Documents Uploaded to P:\Drive		
Registrar/Banner entry	Susan Salowitz	12/2/16
Catalog Entry	Steven Minkler	1/23/16
Other		

# CUC-004 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-cuc-004/](http://mxcc.edu/governance/2016-17-proposals/1516-cuc-004/)

<b>First Name:</b>	Christine
<b>Last Name:</b>	Witkowski
<b>E-Mail Address:</b>	<a href="mailto:cwitkowski@mxcc.edu">cwitkowski@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5781
<b>Role at MxCC</b>	Faculty – FT
<b>Proposal Name</b>	Request for Input on Curriculum Approvals
<b>Proposal Type</b>	Request for Input
<b>Proposal Description/Rationale</b>	In order for Curriculum Proposals to be approved by the Academic Assembly (after being forwarded by the Curriculum Committee), a quorum is required at the Assembly meeting (51% of full-time members). The Governance Implementation Task Force proposes that curriculum proposals be forwarded to the Executive Council for vote with or without a vote by the assembly, so that proposals are not held up if there is no quorum. We request input from the Curriculum Committee on this. Academic Assembly members have the choice to participate or not, so if they choose not to have a say on matters of curriculum by not attending, we felt that worthy proposals should not be held up.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, this affects all areas of the college.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes, this addresses the essence of our work.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	Yes, this could potentially hold up approval of curriculum (whether new or revised) and impact enrollments
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes, this needs to be addressed right away so that no curriculum proposals are held up as we deal with changes to governance.



<b>What body of the Shared Governance system at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Governance review Committee
<b>Other Comments:</b>	This requires input from both the Curriculum Committee and the Governance Review Committee in October.

**Recorder Review**

Date: 9/29/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum Committee
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 10/6/2015

Recorder: Lan Liu

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input checked="" type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

This topic will be discussed at the Assemblies so it does not need to be discussed here. Each Assembly will give input to C. Witkowski. The meeting rules are a draft.

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### President's Decision

Date: 1/28/16

Recorder: Corey Martell

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

### Implementation (Curriculum/Program Proposals)

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		

Other

# CUC-007 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-cuc-007/](http://mxcc.edu/governance/2016-17-proposals/1516-cuc-007/)

<b>First Name:</b>	Patty
<b>Last Name:</b>	Raymond
<b>E-Mail Address:</b>	<a href="mailto:praymond@mxcc.commnet.edu">praymond@mxcc.commnet.edu</a>
<b>Phone Number:</b>	860343-5772
<b>Role at MxCC</b>	Faculty – FT
<b>Proposal Name</b>	TAP Pathways
<b>Proposal Type</b>	Request for Action
<b>Proposal Description/Rationale</b>	BOR required for endorsement
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, it relates to curriculum and the pathways must be endorsed by faculty
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Supporting student success
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	N/A
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes, must follow BOR guidelines and timeline. First deadline is November 10, 2015
<b>What body of the Shared Governance system at MxCC do you feel would be most appropriate to address your interests?</b>	Curriculum Committee Academic Assembly

## Recorder Review

Date: 10/6/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Curriculum
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale: Proposal 1516-CUC-007 was submitted late, but the exception was allowed due to external deadlines.

**Committee Review**

Committee: Curriculum Committee

Meeting Date: 10/6/2015

Recorder: Lan Liu

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

Motion was made to endorse the proposal. Move forward to Academic Assembly.

1516-CUC-007 -Tap Pathways: Biology and History

**Assembly Review:**

Assembly:

Meeting Date:

Recorder:

Action:

<input type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

**Executive Council Review**

Meeting Date: 10/21/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
further development required ( <i>returned to originator(s) for further development</i> )
not supported
no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

### President's Decision

Date: 10/21/15

Recorder:

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline:

### Implementation (Curriculum/Program Proposals)

ACTION	COMPLETED BY	DATE COMPLETED
Signature Form Filed (Dean)	N/A	
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# EXC-008 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-exc-008/](http://mxcc.edu/governance/2016-17-proposals/1516-exc-008/)

<b>First Name:</b>	Joy
<b>Last Name:</b>	Hansen
<b>E-Mail Address:</b>	<a href="mailto:jhansen@mxcc.edu">jhansen@mxcc.edu</a>
<b>Phone Number:</b>	x5832
<b>Role at MxCC</b>	Staff
<b>Submitted on behalf of</b>	President's Climate Action Response Team (PCART)
<b>Proposal Title</b>	Minutes to 9/18/15 meeting
<b>Proposal Type</b>	Request for Communication (to share information)
<b>Proposal Description/Rationale</b>	To communicate what happened at the last PCART meeting.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, sustainability is a campus-wide concern.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	Yes, #11.
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	No.
<b>What governing body at MxCC do you feel would be most appropriate to address your interests?</b>	Executive Council

1516-EXC-008 -PCART Minutes 9-18-15 meeting

## Recorder Review

Date: 10/27/15

Recorder: Corey Martell

Action:

X Submitted to governing body ( <i>list body</i> ): Executive Council
Returned to Originator for revision

Forward for action by <i>(list department/employee)</i> :
Other:

Comments/Rationale:

For communication only.

**Executive Council Review**

Meeting Date: 10/21/15

Recorder: Corey Martell

Action:

support with no issues
further development required <i>(returned to originator(s) for further development)</i>
not supported
<input checked="" type="checkbox"/> no recommendation/not applicable <i>(explain below)</i>

Comments/Rationale:

For communication only.

**President’s Decision**

Date: 10/21/15

Recorder:

Approved
Modified
Not Approved
Returned for Revision
<input checked="" type="checkbox"/> Not Applicable

Comments/Rationale:

Implementation Plan/Timeline: N/A

**Implementation (Curriculum/Program Proposals) Not Applicable**



<b>ACTION</b>	<b>COMPLETED BY</b>	<b>DATE COMPLETED</b>
Signature Form Filed (Dean)		
Documents Uploaded to P:\Drive		
Registrar/Banner entry		
Catalog Entry		
Other		

# GOV-006 - Middlesex Community College, Middletown CT

 [mxcc.edu/governance/2016-17-proposals/1516-gov-006/](http://mxcc.edu/governance/2016-17-proposals/1516-gov-006/)

<b>First Name:</b>	Christine
<b>Last Name:</b>	Witkowski
<b>E-Mail Address:</b>	<a href="mailto:cwitkowski@mxcc.edu">cwitkowski@mxcc.edu</a>
<b>Phone Number:</b>	860-343-5781
<b>Role at MxCC</b>	Faculty – FT
<b>Proposal Name</b>	Request for Input on MxCC Meeting Rules
<b>Proposal Type</b>	Request for Input
<b>Proposal Description/Rationale</b>	The Governance Implementation Task Force proposes that the new governing bodies provide input on rules that should govern each meeting. Robert's Rules may ultimately be a part of that, but have not always been consistently or correctly applied. We propose that in the new governance system, we outline a clear set of rules or guidelines that will be used at all governance meetings. We have drafted some "rules" which are on the website and are attached here but more discussion, development, and detail is needed.
<b>Does this proposal have campus-wide implications? If yes, how so? If not a campus-wide concern, you may want to refer this issue to your supervisor</b>	Yes, this affects the smooth functioning of the governance system.
<b>Does this proposal address a strategic priority of the college? If so, describe.</b>	This affects may strategic priorities in terms of our ability to contribute to policy decisions through effective governance meetings
<b>Does this proposal have budgetary implications? If so, describe projected costs and funding sources.</b>	No direct budget implications.
<b>Is this proposal time sensitive? If so, describe the timeframe for implementation.</b>	Yes, the Governance Evaluation Committee will review input from all governing bodies and finalize a set of Meeting Rules for approval as soon as possible.

**What body of the Shared Governance system at MxCC do you feel would be most appropriate to address your interests?**

Academic Assembly  
 Administrative Assembly  
 Student Services Assembly

MxCC Meeting Rules Sept. 2015

**Recorder Review**

Date: 9/29/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> Submitted to governing body ( <i>list body</i> ): Administrative, Student Services, and Academic Assemblies
<input type="checkbox"/> Returned to Originator for revision
<input type="checkbox"/> Forward for action by ( <i>list department/employee</i> ):
<input type="checkbox"/> Other:

Comments/Rationale:

Request for input.

**Assembly Review:**

Assembly: Academic Assembly

Meeting Date: 10/12/15

Recorder: Corey Martell

Action:

<input checked="" type="checkbox"/> support with no issues
<input type="checkbox"/> further development required ( <i>returned to originator(s) for further development</i> )
<input type="checkbox"/> not supported
<input type="checkbox"/> no recommendation/not applicable ( <i>explain below</i> )

Comments/Rationale:

ACTION	COMPLETED BY	DATE COMPLETED

Signature Form Filed (Dean)	N/A
Documents Uploaded to P:\Drive	
Registrar/Banner entry	
Catalog Entry	
Other	