Minutes of the College Council Meeting
Thursday, February 25, 2016
12:30 P.M. Room – A-318

ATTENDEES

College Personnel in Attendance:
Mr. Jim Miller
Mr. Victor Anaya
Professor Joan Cohen
Dr. Dawn Kozlowski
Mr. Michael DiBartolomeo
Ms. Kim Ritchie
Ms. Michelle Correa
Ms. Erika Campo
Ms. Catherine Krostek
Dr. PJ Ricatto

AGENDA

The Agenda was introduced by Mr. Victor Anaya:

1. Call to Order
2. Review and Approval of Minutes
3. Dear Colleague Letter
4. Review of IT Master Plan
5. Reports from Faculty Senate, Student Government, Staff Senate, Subcommittees
6. Adjournment

Proceedings:

Meeting called to order at 12:39 pm by Mr. Victor Anaya.

1. Attendance was called by Mr. Victor Anaya.

2. Meeting Minutes were approved by all with one correction to add Cathy Krostek as a member of the IT Master Plan committee.

3. Dear Colleague Letter
   a. Review and bring recommendations next month.

4. IT Master Plan
   a. Review and bring recommendations next month.

5. Faculty Senate Update
   a. Discussed curriculum titles, Middle States and the faculty conference.
b. There was not a lot of curriculum to review.

6. Student Government Association (SGA) Update
   a. The SGA is recruiting senators, 9 new, and having training and the upcoming retreat.
   b. Interview with Middle States on 3/1 with the executive board and other senators.
   c. Received “Best School Spirit” from the Alzheimer’s Association.

7. Staff Senate Update
   a. Casual Monday staff professional and social development is on March 14, 2016. Read about it in the Bergen Daily.
   b. A staff picnic is planned in the summer.
   c. Elections for new members and officers will be held soon. Dr. Dawn Kozlowski’s and Ms. Kim Ritchie’s terms are up in June. Two new officers will be rotated in.
   d. Staff Department Spotlight is up in the glass cases by the Cafeteria. The first department featured is the International Department, and information about what they do including a photo is featured. Five departments are booked for the coming months.

8. Committee Updates
   b. Policies – No update.
   c. Communications – No update.
   d. Strategic Planning – No update.
   e. Budget – Tuition numbers are going to the April board.
   f. Social/Cultural – No update.
   g. 50th Anniversary – The committee is planning and presenting to Dr. Walter. Representatives of the committee will be attending the Faculty Senate meeting in March. The committee is looking for volunteers.

9. New Business
   a. Dr. William Mullaney sent an email to faculty regarding Pay 2 Print. He also held a meeting to discuss and everything is going well. At this point, students have used up their Pay 2 Print allotment. There is an effort by professors to make changes and keep things online. Students prefer to email papers rather than print them. Students are also getting used to using eBooks.

   b. Textbook Committee – Books are very expensive. They are trying to get condensed versions that cost less. The nursing textbooks are the biggest problem, but they are being bundled up front to save students. The library has copies of lab books, but students tend to write in them. Faculty has written a chemistry lab book, and it will be given away in PDF format. Another concern is professors who publicize their own books and charge a lot for them. This needs to be handled gently, show appreciation and come to a compromised.

   c. A request was made to put an item on the agenda to discuss where and what we are as a committee and council. We need to write bylaws and make this council what it needs to be. Mr. Jim Miller will provide our “original charge”. Each College Council member should come prepared for the next meeting to discuss expectations and make
recommendations for our charge.

d. Professor Emeritus and Employee Recognition plaques are in the archives office. The College Council should make a recommendation of where we would like them to be hung. They should be displayed by the President’s and Vice Presidents’ offices.

e. The Middle States luncheon is scheduled for Monday, February 29, 2016 at 12:00 PM in C-211.

10. The next meeting is scheduled for March 24, 2016 in A-318.

Meeting Adjourned at 1:11 p.m.
Minutes submitted by College Council Secretary, Kim Ritchie