



Governance Gazette

the newsletter of Brookdale Governance

Mid-November 2009

Chair's message

Hello Colleagues:

I am pleased to kick off this Forum with a discussion from Collin Dube, President of the Student Life Board. He will update the college community with pertinent information about the purpose and activities of the SLB. Please spread the word to the students you encounter. And guess what? **FREE FOOD, FREE FOOD** (yes, I knew this would get your attention!) Student Life and Activities has graciously offered lunch vouchers valued up to \$7.00 for the first 10 students to arrive at the forum!! The students should see Alec Moran, the student steering representative, for the voucher.

Next, the Diversity Council will update the Forum with their programming events and an initial discussion on the budget and assessment process of their programs. Following Diversity, the Honors Committee will give an update on the development of a revised Honors Program. The discussion will focus specifically on the general education requirements for this program. The Forum will conclude with a discussion from the Basic Skills Committee. The committee will provide an update on the initiatives in place to increase college preparedness of incoming students. Your input is requested as they share some of their strategies.

Come early so as not to miss any of the excitement!

Phyllis T. Shafer.
Governance Chair

November 17, 2009

FORUM MEETING

11:45 in Twin Lights I & II

***Also on Bluesnet and broadcast to the Western Monmouth Branch Campus and the Wall, Eastern Monmouth, Long Branch, and Northern Monmouth Higher Education Centers.**

Agenda

1. Student Life Board - Update
Collin Dube, President -Student Life Board
2. Diversity Council - Programming
Sondra Cannon and Dina Long, Co-Chairs
3. Honors Committee – The Honors Program
Laura Nietzel and Jonathan Moschberger-Co-Chairs
4. Basic Skills Committee -Update
Arminda Wey, Chair
5. What's On Your Mind
6. Announcements

ISSUES

STUDENT LIFE BOARD

What is the student life board and what do they do?
The student life board is Brookdale's version of student government, a programming board and a finance committee. This entails programming events suitable for the Brookdale community, advocating on the students' behalf on certain issues, and offering support and supervision over the clubs at Brookdale. The president of the Student Life Board will provide the background of the Student Life Board and some of its activities at the November 17th forum.

DIVERSITY COUNCIL

The Diversity Council has been charged with *planning and implementing a series of cultural competency programs / initiatives for the college community* for the academic year 2009-2010. Our first discussion outlined previous work by the Council and efforts to build a diversity program series with the theme *The Power of Diversity @ Brookdale*.

The Steering Committee's charge indicated that the Diversity Council should complete these tasks:

- 1) Deliver a series of programs / dialogues/ initiatives for all constituencies
 - a. Collaborate with Professional Development and College Life Committees
 - b. Establish a feedback mechanism
- 2) Create a diversity program plan that includes a calendar, assessment tool(s) and budget

Since that first discussion, the Council has begun the delivery of programming through direct planning and collaboration with other committees. We have developed a tentative budget to address diversity needs throughout the campus. We have identified annual programming to include intensive diversity training, workshops and student competition. We are exploring the assessment tools needed to quantify the diversity efforts, and seek input from the Forum members.

Programs

Collaborative efforts are off to a fast start with the following activities confirmed:

FALL 2009

Combating Classroom Bigotry

Classroom Mistakes - Faculty Roundtable Series

December 3, 2009 11:45am – 1:15pm

Facilitators: Paul Keating and Norah Kerr-McCurry
In collaboration with the Teaching Learning Center

A Taste of Diversity

Lunch & Learn for PSA members

December 7, 2009 11:30am-1:15pm

Facilitator: Janet Khanlian
In collaboration with Professional Development

Spinning Into Butter

Film & Discussion

December 15, 2009 2 – 4:00pm

Facilitator: Dr. James Sulton, Jr.
In collaboration with Professional Development

SPRING 2010

Journey into Diversity

Intensive workshop

January

Facilitator: American Conference on Diversity

Flash Judgments

Workshops

February, March, April, May

Facilitator: American Conference on Diversity

The Many Faces of Diversity

Student Video Competition

January – March

Budget

The Council has identified the following line items for inclusion in the budget request:

Diversity Council Development

Purpose: To provide diversity specific training opportunities for Council member to attend conferences, workshop or present at diversity-related events

Outcome: To expand in-house diversity across the College and provide a core of diversity leaders to maintain and expand diversity initiatives

Campus-wide Diversity Training

Purpose: To continue on-going diversity development for faculty, staff and administrators throughout the College with on-campus workshops

Outcome: To increase the number of employees exposed to diversity concepts in a consistent manner

Major Diversity Speaker

Purpose: To present a nationally recognized speaker for the College and Monmouth County community with a message supporting diversity, inclusion, etc.

Outcome: To enhance diversity efforts within the College and surrounding community

Promotional materials

Purpose: To prepare flyers, posters, ads, brochures, publications, etc. in support of diversity initiatives at Brookdale

Outcome: To increase / improve dissemination of the diversity message at Brookdale and increase public awareness of the diversity programs offered

Presentations/Event

Purpose: to provide 2 – 3 plays/programs with diversity themes for Brookdale and the community-at-large

Outcome: To continue efforts to increase the visibility of diversity in the community by providing topical cultural events through the College

Webinars

Purpose: To provide 2 programs per semester on diversity topics through on-line or web enhanced presentations

Outcome: To build diversity knowledge and resources on diversity by constituent groups

Honoraria

Purpose: To provide expenses for 10 panelists involved participating in discussions

Outcome: To attract in-state expertise in expanding diversity initiatives

Student Diversity Competition

Purpose: To provide an opportunity for student involvement in the diversity initiatives with a competition

Outcome: To build a collection for student created diversity messages that tap into their skills, coursework and personal experiences for

use in diversity events on campus and throughout the state

Climate Survey

Purpose: To present a survey designed to evaluate employee views on diversity and the programming offered in support of initiatives on biennial schedule

Outcome: To assess the impact of diversity efforts and awareness building, comparing these results to previous climate survey data

Food/Beverages

Purpose: To provide hospitality services for training events, receptions and presenters of diversity programming

Outcome: To increase commitment to programming by retaining participants in training by providing appropriate refreshments in a timely manner

Question for the Forum:

What should the Diversity Council assess?

What do you want to know about the impact of diversity programming at Brookdale?

The Diversity Council's next regular meeting for the 2009-10 Academic Year will be held at **11:45AM on Tuesday December 1, MAC 212**. We invite anyone interested in entering the on-going dialogue to join us. If you are unable to come to the meeting and want to share an agenda item, please contact Sondra Cannon x2695 scannon@brookdalecc.edu or Dina Long x1882 dlong@brookdalecc.edu. Don't forget to visit our webpage "Diversity Commitment" for updates.

HONORS COMMITTEE

The Honors Committee will update the Forum on the work we have been doing this semester to reorganize Honors at Brookdale—including the finalization of admissions requirements, and our discussions of curricular issues.

In our discussion, we will focus on:

- 1) Proposed change from the current requirement of three general education and one interdisciplinary seminar (12 credits) to graduate with Honors to the elimination of interdisciplinary seminars and requirement of six general education classes (18 credits) to graduate with Honors.

2) The creation of a “second-year option” to provide full- and part-time students who are not part of the incoming cohort the opportunity to take Honors classes.

We look forward to hearing your ideas and concerns.

BASIC SKILLS COMMITTEE

A trend of increasing numbers of underprepared students impacts the College on many fronts. Several initiatives are in place to support students and faculty at the College, as well as to increase college readiness in high school students before they begin college courses. Some helpful strategies will be shared, and the committee is seeking input for additional suggestions to improve the college readiness of potential Brookdale students.

Additionally, the Basic Skills Committee continues to prepare for Outreach 2010, scheduled for April 16. The Committee is working with Enrollment Development and Student Affairs on a discussion of placement scores and continues to frame the Basic Skills Program Review. We are still seeking a faculty member to fill the vacancy from Student Development.

Our next meeting is December 3, in ATEC 218 at 11:45. The College community is always invited.

STEERING

A “What’s on Your Mind” concern was brought to the last Forum regarding the monitoring system in place. This issue will also be address at the Forum. This will be discussed at the end of the Forum after the scheduled discussions take place.

REPORTS

REPORT ON THE NOVEMBER 3 FORUM

Governance Chair Phyllis Shafer welcomed everyone and provided the information that henceforth, What’s On Your Mind will be at the Start of Forum and Announcements at the end. To start off the What’s On Your Mind section,

Dave Stout expressed the frustration that he’s heard on the student monitoring system. Dave wanted to raise the issue for discussion in the future.

PROFESSIONAL DEVELOPMENT

The Committee has been identifying their annual college-wide themes and priorities with the goal of presenting them for discussion at the February Forum, earlier than last year. To assist in this process, they handed out their annual survey today. It will be handed out again at the November 17 Forum, and is available online until December 1, 2009.

The committee has been reviewing strategic plans and the Matrix to assist in the identification process. A suggestion was made to post the themes and priorities prior to July 1, 2010 to assist in planning for fall conferences and other professional development activities.

The Committee has also been pursuing in-house programming, their focus for this year. The subcommittees have been collaborating with the Diversity Council and College Life Committee in the development of workshops and presentations. A suggestion was made by Ed Johnson, tuning in from Long Branch via the ITV rooms, that the Committee bring training programs to them, since it is often difficult for HEC staff to come to Lincroft for programs. The Committee will react to this timely idea for the Branch Campus and HEC’s.

Progress has been made on the charge of assessing the Committee’s funding model and providing recommendations. The amounts that the subcommittees have allocated for conferences, programs, and recognition were enumerated. A recent Inside Track featured information on the “ongoing recognition” that the Committee would like to be more prominent. The subcommittees will not be apportioning their budgets as strictly as last year, to allow flexibility for “shorter notice requests” for activities that come up closer to the time they’re offered. It was suggested that the Committee strive for clarity in explaining the annual themes and priorities.

INSTITUTIONAL PLANNING AND EFFECTIVENESS

The Committee brought forth discussion the changes that they incorporated into the proposed Vision, Mission, and Values after receiving input from the September 22nd Forum. Once again, the Forum engaged in a lively discussion that focused on the Proposed Values, with suggestions for improvement. There was a request, from Alec Moran, student representative on Steering, for more emphasis on student values. This is being taken into consideration by IPEC.

On the Proposed Mission, it was suggested by Phyllis Shafer to place "certificates and associate degrees" before "transfer and career opportunities." There ensued a discussion on "open access" versus "open admission," and the idea that we really are open access. Dean James Palumbo remarked that *open access* is the larger umbrella covering *open admission*. He referred to President Burnham's expertise on the history of community colleges, and stated that "open access is a pillar of the community college movement, and open admission is opportunity."

COLLEGE ACTION TEAM FOR SUSTAINABILITY

CATS, evolving from a Presidential Charge from two years ago, has been busy pursuing the green initiative. Their mission is to change the campus culture away from a wasteful lifestyle.

Recent accomplishments include:

- Tree planting
- Styrofoam-free (almost) dining
- Plastic cup-free Fitness Lab
- Nature trail
- Energy misers (vending machine energy saving)
- Improved lighting
- 100 % recycled paper in Print Shop

Proposed initiatives include:

- Tree planting-Phase II
- Light switch sticker program
- "Recycle-mania"

- "Chill out", Power Plant updated cooling system
- Brookdale Garden
- Community awareness shopping bags
- Duplex (2-sided) printing program
- Farmers' Market
- Electronic Time Exception Reports (currently in a pilot phase)

CATS has been contacted by Green Business Quarterly and will be featured in an upcoming issue, highlighting Brookdale's commitment to sustainability. It was pointed out that one hundred more trees will be planted this year, and, in two years, trees will be transplanted throughout the campus in places suggested by Brookdalians.

CATS welcomes student involvement. Linda Mass suggested that service learning be included in curriculum modification. Students are involved in the Learning to End Hunger campaign. A green staff workshop was also suggested.

WHAT'S ON YOUR MIND

Do you have topics, issues, concerns, or questions that you would like to bring to Forum for discussion? The Steering Committee would like to hear what's on your mind. If time permits, and with your permission, your issues, concerns or questions can be brought before the College Forum for discussion.

Please submit any questions you may have to Marianne Drake:

mdrake@brookdalecc.edu or call extension 2472.

ANNOUNCEMENTS

At the end of the Forum, Chair Phyllis Shafer announced that Colin Dube, the President of the Student Life Board will speak at the next Forum on November 17. Please encourage your students to attend this meeting to learn about the Student Life Board and how they may become involved and benefit from this wonderful organization.

IMPORTANT DATES IN NOVEMBER/DECEMBER

November 24 Standing Committees Meet

November 26 Happy Thanksgiving!



December 1 Standing Committees Meet

December 2 Gen Ed Committee Meets

December 3 Basic Skills Committee Meets

December 3 Honors Committee Meets

December 8 Forum