

MPMT Department Faculty Meeting  
08/18/2025  
Agenda of Meeting

**1. Call to order**

Meeting started at 10:04 a.m.

Faculty Present: Carvaines, Coche, Fowler, Han, Lee, McNealy, Ostroff, Selepak, Shin, Sorel, Thompson, Wells, Williams, Xu, Zawahry.

Absent: Esterline.

Also present: Heffelfinger (adjunct)

Minutes from 05/01 were approved by email in May 2025.

**1. Department updates**

After welcoming new faculty Carvaines and Han, and welcoming back all others, Coche informed faculty that strategic plan was to be revised to more obviously align with CJC strategic plan. This will be done over the semester.

Coche also reminded faculty of advisory council dates this semester (Sept. 17-19). Potential activities were discussed.

Faculty Assignment Reports were discussed, and faculty received their own for Fall 2025 giving them a chance to provide feedback.

CJxNYC will once again partner with MPMT for Gotham Week. Faculty were asked to express their interest ASAP if they have any.

Selepak called for social media content, and some discussion about the type of content. Carvaines offered to create a YouTube channel for the department. He will work on it this year.

Coche announced a search committee for two tenure-track faculty positions: one at assistant level and the other at assistant or associate level. Lee is chairing the search committee, and Xu and McNealy serve on it too.

**2. Curriculum changes for the year**

Coche presented some curriculum changes that must be considered this year, and called for faculty to let her know if there are any others. The changes presented as potential needs were:

- a. MPMT Minor:
  - i. Remove MMC3420 from requirement options?
  - ii. Change RTV4930 to RTV3443?
- b. Major: Remove RTV4500 pre-req from RTV4506 to match 3420?

- c. Update MMC3260
- d. Create a lower-level special topics?

### 3. Assessment

With the new curricula for the department, the next step is to determine an appropriate assessment method for the department, which meets both SACS and ACEJMC standards. We must have at least two goals and three SLOs for SACS. The ACEJMC method was distributed and discussed. The current goals and SLOs were discussed and some changes were drafted.

The department will work to come up with an updated assessment plan late October or early so it can be presented to the curriculum and teaching committee before Thanksgiving.

### 4. Spring 2026 schedule

The Spring 2026 schedule was briefly shown and discussed, but because some tweaks were still needed, Coche said she would send it by email after the end of drop/add.

### 5. New/Old business

Reminder that MPMT meetings are at 8:30 a.m. on Tuesdays this semester.

Meeting was adjourned at 1:57 p.m.