

**COLLEGE ACADEMIC AND STUDENT SUPPORT COUNCIL (CASSC)
TUESDAY, SEPTEMBER 8, 1998
ROOM 3209 - WOLFSON CAMPUS**

MINUTES

MEMBERS PRESENT:	Alvaro Arenciba	Patrice Bailey
	Jose a. Barros	Ken Blye
	Joanne Brown	Joseph Brown
	Wayne Bumpers	Gina Cortes-Suarez
	Joyce Crawford	Joanne Defalla
	Barbara Echord	James Evans
	Arcie Ewell	Armando Ferrer
	Ivan F. Figueroa	Joan Gosnell
	Samuel B. Grant	Nora Hernandez-Hendrix
	Rosany Hernandez-Rodriguez	Alexandria Holloway
	Susan Kah	Jocelyne Legrand
	Irene Lipof	Lillian Llamas
	Suzanne Lynch	Nilia M. Madan
	Faye Morgan	Ann Pineira
	Luis M. Quesada	Herbert Robinson
	Richard Rose	Giselle Siu
	Serge Theodore	
 MEMBERS ABSENT:	 Samuel B. Grant	 Serge Theodore
	Geraldine Walker-Perry	
 GUESTS:	 Mardee Jenrette	
	Jeffrey Lukenbill	
	Cathy Morris	
	Esperanza Vera	

1. Introductions of CASSC Members

- In order for the members to get to know each other, an **Aice breaker@** exercise was performed. It facilitated an awareness of each member=s personal interest and background.

2. Functional CASSC Sub-Committee

Dr. Lukenbill distributed a list of possible subcommittees (Attachment I) for the CASSC members to review. He explained that the purpose of the sub-committees is to allow more participation in standing committees and to address important issues related to academic and student affairs. Susan Kah and Armando Ferrer were asked to explain the function of each sub-committee. The CASSC was asked to select the committee that each would like to join prior to the next meeting on October 13, 1999.

3. **Relationship of Campus and College CASSC**

Dr. Echord distributed a draft of a chart (Attachment II) explaining the flow of curriculum items from the faculty through the campus CASSC to the collegewide committee. She indicated that curriculum proposals will be submitted for Vocational Certificate, Associate in Arts and Associate in Science degree programs. The committee will receive a list of all Supplemental and Non-Credit Workforce Continuing Education courses.

4. **Student Services Web Site and Admission Applications**

Dr. Ken Blye and Dr. Armando Ferrer presented a demonstration of the new student features available on the Web which included the on-line application for admission. The application is currently available for only new college credit students, however, work is underway to include international students and PSAV students.

Dr. Blye stated that the Web included a visitors menu, a prospective student menu for admissions, financial aid, and academics, and a current students menu for advisement, registration and records.

5. **Coordinating Committee**

Dr. Lukenbill disseminated copies of the process for nominating the Chair and members of the Coordinating Committee (Attachment III). He stated that the deadline for nominations is September 29, 1998. The slate of candidates will be presented at the October 13 meeting. The Provost and a CASSC member, who he designates, will conduct the elections.

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