

**COLLEGE ACADEMIC AND STUDENT SUPPORT COUNCIL (CASSC)**  
**TUESDAY, SEPTEMBER 21, 1999**  
**1:30 P.M.**  
**WOLFSON CAMPUS - BONNIE McCABE BUILDING-ROOM 5507**

**MINUTES**

**CHAIRPERSON:** Ivan Figueroa

**MEMBERS**

<b>PRESENT:</b>	Alvaro Arencibia	Patrice Bailey
	Tony Barros	Ken Blye
	Joann Brown	Dulce Beltran
	Gina Cortes-Suarez	Joyce Crawford
	Joanne DeFalla	Barbara Echord
	James Evans	Armando Ferrer
	Dale Grussing	Nora Hernandez-Hendrix
	Rosany Hernandez-Rodriguez	Alexandria Holloway
	Susan Kah	Jocelyne Legrand
	Irene Lipof	Lillian Llamas
	Suzanne Lynch	Faye Morgan
	Luis Quesada	Manuel Rosado
		Paula Sargent

**MEMBERS**

<b>ABSENT:</b>	Wayne Bumpers (Sent Notification)	Nilia Madan
	Arcie Ewell	Herbert Robinson
	Sherry Freeman	Richard Rose (Sent Notification)
	Joan Gosnell (Sent Notification)	Giselle Siu (On Leave)
	Samuel Grant	Serge Theodore (Sent Notification)
		Geraldine Walker-Perry (Sent Notification)

<b>GUESTS:</b>	Jan Gordillo	MaryAnn Miller
	John Greb	Norman Rose
	Guillermina Damas	Esperanza Vera
	Jeffrey Lukenbill	

**RECORDER:** Carol McAlister

**1. Introduction of New Collegewide CASSC Member**

Ivan Figueroa introduced the new CASSC member, Dulce Beltran, Dean of Students and Administrative Support Services at InterAmerican Campus.

## 2. College Vision Priorities for 1999-2000

At the first CASSC meeting of the academic year, Dr. Lukenbill addressed the need to “better” lan and “better” organize College priorities and budgets not for just one year, but instead to have a two-year plan. This plan would be updated for the next year, after one year, and then another year added. We would not only look at the immediate year, but always looking forward to the following year. He also explained that we do not want to go into this year without discussion of the need to achieve our immediate priorities. To accomplish our immediate priorities various groups consisting of administrators, faculty and staff will serve on committees or task forces to be named by the end of the month.

Copies of the College Mission Statement, Miami-Dade Community College Vision Statement, and the draft of Miami-Dade Community College Vision Priorities for 1999-2000 (Attachment I) were distributed and reviewed by Dr. Lukenbill. The CASSC members discussed the draft of M-DCC Vision Priorities for 1999-2000 document, at Dr. Lukenbill’s direction, among themselves. Following are the CASSC members responses in bold:

### I. SATISFIED, WELL-PREPARED STUDENTS

- Implement an aggressive recruitment, enrollment, advisement, retention and job/career placement plan.

**Improve the College’s image with high school teachers by doing a better job of promoting M-DCC successful students. One suggestion is to develop a graph of student success.**

- Strengthen academic and student support programs and strategies that assure student success, especially for under-prepared students.

**Strengthen the human contact in the tutorial areas by adding more personnel, especially to assist under-prepared students.**

**Expedite the process of hiring tutors.**

**More emphasis to support students with tutoring and other academic help to complete the courses.**

**Collect more up-to-date information on students as early as possible.**

**Develop an ongoing system of contacting students after class by faculty/staff to follow-up on heir progress, especially those who are experiencing academic difficulties.**

**Revise and reinstate the Academic Alert for student follow-up and retention.**

**Develop counseling centers at the campuses to assist students with problems that go beyond academics.**

- Establish a collegewide job placement program to assist in meeting occupational program performance criteria; include a comprehensive data-base system.
- Institutionalize “service excellence” programs to train personnel and to recognize quality, especially in areas which have regular contact with students and the public.

**Develop the professionalism of those individuals with whom students first have contact at the College.**

- Strengthen service to students and the business community by implementing occupational programs that address state and local business priorities; ensure that all occupational programs meet performance criteria.

**Develop industries’ trust in our “student supply.”**

- Reduce development time for new programs and services that increase student employment potential (new careers).
- Review programs and services systematically to measure how well student needs are being met, including performance indicators, enrollment, and completers.

**Issues in articulation should encompass all our programs: AA, AS, VC, Occupational.**

**Recognize the importance of the transfer student and continue to strengthen our curriculum so it supports and is compatible to what the upper division universities require of the transfer student.**

- Ensure that instructors are current in their fields and that they update their course objectives and content.

**The institution (M-DCC) will be responsible to assure that courses are current, consistent and relevant across the College.**

- Support faculty development that ensures M-DCC faculty and the students they teach are technology pacesetters.

**“Technology” pacesetter should also include “discipline” pacesetter. Technology is the methodology, not the goal.**

**Do an analysis of the demographics of the current M-DCC student population to recognize its target market. Recognize our strengths/weakness and readdress them to fit M-DCC’s target market.**

### **3. Collegewide CASSC Committees**

A draft of Existing Committees, New Committees to be Established, Committee to be Studied and Committees on Hold, dated 9/9/99, was distributed. Susan Kah reported that the subcommittee has not met to refine and make recommendations for nominations for the CASSC Committees.

### **4. Computer Competency Update**

- Susan Kah gave an update on the Computer Competency Test. The test is being pilot tested on two groups of students, one group who took CGS 1060, and one group who did not take CGS 1060. The goal of each campus is to have implementation of the test in Spring.

### **5. Other Curriculum Item**

- Susan Kah and Norman Rose gave an overview of the special fees paid by students in the Physician Assistant Program and the rationale for these fees. Most students will receive financial aid to defray these additional costs.

### **6. The Wall that Heals**

Armando Ferrer informed the members that The Wall that Heals, a traveling Vietnam War memorial replica, will be at North Campus October 21-23, 1999. The Wall That Heals visit to our area provides an opportunity for remembrance and reflection for many, and an introduction and orientation for others about the Vietnam War. M-DCC presents the program to honor those who served their country in good faith and aspires to educate our diverse community. Many special events, lectures and ceremonies will be offered as part of the experience in the history of the Vietnam War and Vietnam Era. The members were encouraged to invite others to participate in events at the College and visit The Wall that Heals.

### **7. Odyssey Update**

John Greb gave an update on Odyssey. John said the student records had been converted. The Student Services reas on the campuses registered all students and is moving forward. It is planned to put out a unified booklet for Spring term 1999-2 registration. Registration for Spring term begins on November 1. Degree Audit is being finalized and impacts 95% of our students. Training for Odyssey is ongoing and the Odyssey group continues to meet every Monday.

### **8. New Physics Course**

- Guillermina Damas presented a proposal for a new 3 credit physics course, PHY 1025, Basics Physics. The course will help students make the transition from high school to college/university physics, and will emphasize problem-solving techniques. The topics may include units of measure, particle mechanics, conservation laws, and basic field concepts.

This item will come back to the CASSC for approval.

The meeting was adjourned at 4:00 P.M.

October 12, 1999	<b>(General Education Proposals)</b>	Room 2106
November 9, 1999	<b>(General Education Final Approval)</b>	Room 2106
December 7, 1999		Room 2106
January 18, 2000		Room 3315
February 8, 2000		Room 3315
March 14, 2000	<b>(General Education Proposals)</b>	Room 2106
April 11, 2000	<b>(General Education Final Approval)</b>	Room 2106
May 16, 2000		Room 3315
June 13, 2000		Room 2106
July 11, 2000		Room 2106
August, 2000		No Meeting Scheduled