

COLLEGE ACADEMIC AND STUDENT SUPPORT COUNCIL (CASSC)
DECEMBER 7, 1999
1:30 P.M.

WOLFSON CAMPUS - ROOM 2106

MINUTES

CHAIRPERSON: Ivan Figueroa

MEMBERS

| | | |
|-----------------|---|--------------------------------|
| PRESENT: | Alvaro Arencibia | Patrice Bailey |
| | Tony Barros | Dulce Beltran |
| | Ken Blye | Joann Brown |
| | Joyce Crawford | Gina Cortes-Suarez |
| | Barbara Echord | Joanne DeFalla |
| | Arcie Ewell | James Evans |
| | Joan Gosnell | Sherry Freeman |
| | Nora Hernandez-Hendrix | Dale Grussing |
| | Alex Gancedo (Replacement for Alexandria Holloway) | Rosany Hernandez- Rodriguez |
| | Susan Kah | Lillian Llamas |
| | Irene Lipof | Nilia Madan |
| | Suzanne Lynch | Luis Quesada |
| | Faye | Manuel Rosado |
| | Herbert Robinson | Morga Richard Rose |
| | Geraldine Walker Perry | Serge Theodore |

MEMBERS

| | | |
|----------------|--|---|
| ABSENT: | Wayne Bumpers (Sent Notification) | Samuel Grant |
| | Armando Ferrer (Sent Notification) | Jocelyne Legrand (Sent Notification) |
| | Alexandria Holloway (Sent Notification & Replacement) | Paula Sargent (Sent Notification) |
| | | Giselle Siu (On Leave) |

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| GUESTS: | Guillermina Damas | Charles Seager |
| | Jan Gordillo | Esperanza Vera |

RECORDER: Carol McAlister

1. **Approval of Minutes of the November 9, 1999 Collegewide CASSC**

The minutes of the November 9, 1999, meeting were approved with the following corrections:
Page 6 and 8 - CACCS to CASSC
Page 12 - delete *as well*

2. Associate in Arts Degree in Exercise Science

Charles Seager presented the Associate in Arts Degree in Exercise Science for informational purposes. Charles explained that Exercise Science is a growing area, and therefore the

MDCC degree was developed to give our students the opportunity to follow career paths in institutional, corporate, clinical, and commercial areas.

Currently, over 150 universities throughout the country offer degrees in Exercise Science. Locally programs are offered at Barry University, the University of Miami, Florida International University and Florida Atlantic University. Prior to the development of the program, contact was made with several universities that offer the baccalaureate program to determine, in the baccalaureate program, the courses to be taken at the lower division. Florida Atlantic University is the university worked mostly closely with in setting up the Exercise Science Program to be offered at M-DCC. The courses have been identified that fit into the M-DCC two-year Associate in Arts Degree with an area of concentration in Exercise Science (Attachment I - DRAFT Associate in Arts Program Exercise Science). The Exercise Science Associate in Arts Degree will be offered in the Fall semester, and students should be advised that articulation is available.

Dr. Seager was commended for his outstanding work in the development of the Exercise Science Program, and Dr. Seager thanked the District Office of Education for their helpfulness.

3. New Program Proposal and Development Process

The **Technical Procedures for Developing New Associate in Science Degree Programs or Vocational Credit Certificate Programs** document was distributed for review. Barbara Echord explained that the document is divided into two phases. Phase one is the Program_Exploration which includes the need for the program, projected student and graduate data, and communication with business/industry. Phase two of the document is the Program_Development section. Suggestions were made for minor modifications to the document. Coordination with Job Placement and development of a check-off sheet were suggested. The document will be revised and presented at the January 18, 2000, Collegewide CASSC meeting.

4. College CASSC Parliamentarian

It was suggested that the College CASSC Meetings have a Parliamentarian. Resolution was not reached.

5. Dual Enrollment

Jan Gordillo reported that a MDCPS Dual Enrollment Educator's Conference was held at Wolfson Campus on November 30, 1999. Approximately 100-120 educators attended representing various high schools. This conference was held as a result of increased interest in Dual Enrollment.

Jan gave a brief overview of Dual Enrollment explaining that it is an educational acceleration mechanism available to high school students in the 11th and 12th grades. Dual Enrollment permits motivated high school students in public and private schools to be admitted to the College for enrollment in credit courses while in high school. Courses are offered on campus or high school sites. The courses are evaluated to ensure high academic standards are maintained. College-level textbooks are required. Dual Enrollment eligibility includes a 3.0 high school grade point average, approval of the parent, guidance counselor and principal, and successful completion of all components of the College's Basic Skills Assessment Test or approved alternative.

Additionally, the topic of dual enrolled home study students was discussed. Jan Gordillo will bring this topic to the Dual Enrollment Task Force for clarification and report back to the College CASSC at the February 8, 2000 meeting.

6. Replacement for Non Attending CASSC Members

The Chairperson, Ivan Figueroa, addressed reoccurring absences and the lack of a mechanism to confront the situation. The need for an attendance policy, along with a mechanism for replacing members for various reasons including retirement, no longer with the college, student members graduating, etc., was discussed. Suggestions such as an alternate to attend in the event a member is unable to attend, old member of Collegewide CASSC be a standing alternate, formally sending a letter to the non attending member, etc., were made by the Collegewide CASSC members.

It was moved that an attendance policy be formulated for the Collegewide CASSC meetings.

26 in Favor
1 No
2 Abstained
Passed

It was moved that the Collegewide Coordinating Committee come back with a recommendation for a Collegewide CASSC attendance policy.

22 in Favor
9 No
Passed

The Chairperson recommended that if Collegewide CASSC members have suggestions for the attendance policy, they contact members of the Coordinating Committee by e-mail, telephone, in writing, or in person to express their concerns.

The meeting was adjourned at 3:00 P.M.

MEETING SCHEDULE

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| January 18, 2000 | Room 3315 |
| February 8, 2000 | Room 3315 |
| March 14, 2000 (General Education Proposals) | Room 2106 |
| April 11, 2000 (General Education Final Approval) | Room 2106 |
| May 16, 2000 | Room 3315 |
| June 13, 2000 | Room 2106 |
| July 11, 2000 | Room 2106 |
| August, 2000 | No Meeting Scheduled |