

**COLLEGE ACADEMIC AND STUDENT SUPPORT COUNCIL  
TUESDAY, OCTOBER 10, 2000 - 1:30 P.M.  
WOLFSON CAMPUS - ROOM 2106**

**MINUTES**

**CHAIR:**

Patricia Stephenson

**MEMBERS PRESENT:**

Patrice Bailey	Dulce Beltran
Pat Bibby	Ken Blye
Sandra Castillo	Carol Cooper
Gina Cortes-Suarez	Joyce Crawford
Joanne de Falla	Ana Dominicis
Barbara Echord	James Evans
Arcie Ewell	Armando Ferrer
Joan Gosnell	Nora Hernandez-Hendrix
Rosany Hernandez-Rodriguez	Alexandria Holloway
Wilkes Kemp	Encarnacion Lopez
William Madden	Tere Martinez
Allen McPhee	Faye Morgan
Ron Mossman	Tony Nahas
Carol Petrozella	Floyd Pittman
Herbert Robinson	Richard Rose
Brad Stocker	Serge Theodore
Geraldine Walker	

**MEMBERS ABSENT:**

Shamara Al-Wazzan	(Sent Notification)	Susan Kah	(Sent Notification)
Ivan Figueroa	(Sent Notification)	Sam Latimore	(Sent Notification)
Suzanne Lynch	(Sent Notification)	Nilia Madan	(Sent Notification)

**PRESENTER:**

Ralph Covert	Alex Gancedo
Ron Grimming	John Greb

**RESOURCE:**

Cathy Morris	Esperanza Vera
MaryAnn Miller	

**GUEST:**

Guillermina Damas	Dorma Gotlieb
Michael Kaldor	Ken Kozeka
Chris Migliaccio	Jorge Obeso

**RECORDER:**

Carol McAlister

1. **Approval of Minutes of the September 12, 2000 Collegewide CASSC Meeting**

The Collegewide CASSC Minutes of September 12, 2000 were unanimously approved.

2. **General Education Proposal (Review in October & Vote in November)**  
**General Education Science Requirements Proposal**

Alex Gancedo presented a proposal for review by the College CASSC from the Departments of Science, Health and Wellness.

Currently, the general education requirements for the A.A. degree include 6 science credits (not including a laboratory). Students are encouraged to take one life science and one physical science course. The Departments of Science, Health and Wellness proposed that encouraged be changed to required.

The proposal to change encouraged to required for the General Education Science Requirements will be presented for voting at the November 14<sup>th</sup> College CASSC

3. **School of Justice Public Safety Telecommunications Program (Vocational Credit Certificate) New Program and Courses**

Ron Grimming presented a proposal for a Public Safety Telecommunications Program (VCC).

**Public Safety Telecommunications (Vocational Credit Certificate)**

The program provides basic skills and knowledge required for public safety dispatching in fields of law enforcement, fire and rescue services, emergency medical services and emergency management. Students are either department employees or self-sponsored. Emphasis is placed on communication skills, first responder and knowledge of telecommunications equipment and terminology. Training is scenario-based with practical applications using dispatch equipment and will be offered at the School of Justice only.

**Unanimously  
Approved**

The Public Safety Telecommunications Program (VCC) will consist of the following two courses:

**CJT 0354 Telecommunications Basic Training (New Course)**

This course provides the basic skills and knowledge necessary to become a public safety telecommunicator. Emphasis is placed on communication skills, first responder, and knowledge of dispatch equipment and terminology, as well as accessing one's ability in working under pressure. Training is scenario-based with practical applications using dispatch equipment. School of Justice students only.

6.9 Vocational Credits (208 Contact Hours)  
\$88.00 Special Fee  
Effective Term 99-4

**Unanimously  
Approved**

**CJT 0940 Telecommunicator Field Experience and Professional Development (New Course)**

This course is a continuation of the basic telecommunicator course and exposes the student to the various public safety arenas using telecommunicators. In addition, job related career enhancement skills such as interviewing techniques and resume writing are explored. School of Justice students only.

1.0 Course Vocational Credit (30 Contact Hours)  
Effective Term 99-4

**Unanimously  
Approved**

4. **School of Justice Criminal Ethics and Professionalism (New Course)**

Ron Grimming presented Ethics and Professionalism (new course). This course would be an elective within the A.S. Criminal Justice Technology Program.

**CCJ 2482 Criminal Justice Ethics and Professionalism (New Course)**

This course will provide students and entry-level Criminal Justice Practitioners with an overview of moral, ethical, and professional issues and dilemmas facing individuals and organizations within the Criminal Justice system. It will help individuals to define and implement ethical and professional standards by examining what they will be confronted with and how to respond appropriately.

Prerequisite: CCJ 1020  
3 Credits  
Effective Term 2000-1

**Unanimously  
Approved**

5. **School of Justice Criminal Justice Assisting Program**  
**Change Program Title to Community Service Officer/Police Service Aide**  
**(Vocational Credit Certificate) and Courses**

Ron Grimming presented a proposal to change the Criminal Justice Assisting Program (VCC) to bring the program into compliance with State mandates.

(New Program Title) Community Service Officer/Police Service Aide Program  
(Revised Program Description) The program prepares students for employment as parking enforcement specialists, traffic accident investigators and community service officers/police service aides in accordance with Florida State statutes, Chapter 316. Emphasis is placed on parking enforcement, traffic accident and property crimes investigations, basic law, human skills and communications. Students are required to demonstrate skills acquired through practical exercises in traffic enforcement, traffic crash scene management and preparing reports on property crimes. Students may be sent to training by the employing agency or may enter as an independent, self-sponsored student.

Awards of participation are available for completion of the parking enforcement specialist and traffic accident investigator portions of the program. Upon completion of the entire program, a certificate of completion is awarded. The program is limited to School of Justice students only.

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**Unanimously  
Approved**

The Community Service Officer/Police Service Aide Program includes the following courses (one deleted course):

- A. CJT 0431 Parking Enforcement Specialist Training 1  
Title Change: Parking Enforcement Specialist  
Revised Course Description: This course prepares students to become Parking Enforcement Specialists by teaching them traffic law, enforcement and control concepts. Course content will also include interpersonal skills, courtroom procedures and how to complete traffic citations. This course is limited to School of Justice students only.  
1.5 Vocational Credits  
New Revised Vocational Credits: 1.33 Vocational Credits (39.9 Contact Hours)  
Effective Term 2000-1

**Unanimously  
Approved**

- B. Delete Course: CJT 0432  
Handicapped Parking Enforcement Specialist 1  
Rationale: All Parking Enforcement Specialists will now be trained under CJT 0431.  
Effective Term 2000-1

**Unanimously  
Approved**

- C. CJD 0601 Traffic Accident Investigator (New Course)  
This course prepares students to become Traffic Accident Investigators by teaching them how to manage traffic accident crash scenes and how to complete an on-scene accident investigation. This course is limited to School of Justice students only.  
Prerequisite: CJT 0431  
5.33 Vocational Credits (159.9 Contact Hours)  
Special Fee \$142.00  
Effective Term 2000-1

**Unanimously  
Approved**

D. CJD 0051 Public Service Aide Basic Training

Title Change: Community Service Officer/Police Service Aide

Revised Course Description: This course prepares students to become Community Service Officers/Police Service Aides by providing them with the basic knowledge needed to conduct preliminary property crimes investigations. For School of Justice students only.

Prerequisites: CJT 0431 and CJD 0601

13 Vocational Credits

New Revised Vocational Credits: 3.67 Vocational Credits (110.1 Contact Hours)

Course Fee: \$232.

Revised Fee: \$0

Effective Term 2000-1

**Unanimously  
Approved**

6. Change in Funeral Services A.S. Program and Funeral Service Cosmetology (New Course)

Ralph Covert presented a proposal for Funeral Service Cosmetology (new course). This course would replace SPC 2600 which appeared under the major course requirements for the program.

FSE 2121 Funeral Service Cosmetology

Theory of color as it applies to cosmetic application, illumination, floral display and interior decoration in funeral service. Emphasis on experiences which provide competencies in cosmetology, hair styling and preparation of the body for funeralization.

3 Credits

Effective Term 2000-2

Delete: SPC 2600 from Funeral Services A.S. Program

**Unanimously  
Approved**

7. College CASSC Web Page

John Greb described how to locate the College CASSC Preamble, Agendas and Minutes, etc. on the College Web Page (<http://www.mdcc.edu/cassc/>). He also explained that the academic programs are on the web in a pilot form, and that it is the goal of the College to have the catalog on the Web by the end of the year.

It was suggested that the College have a campaign to inform students of what is available on the Web.

8. Election of Academic & Student Services Legislative Issues Committee College CASSC Staff Representative

Ana Dominicis, InterAmerican Campus accepted the nomination to serve as the College CASSC support staff representative on the Legislative Committee.

9. Goal Setting for College CASSC

Pat Stephenson facilitated a goal setting discussion for College CASSC 2000/01.

It was agreed that the following goals be further discussed:

1. Communication
  - A. Web Banner
  - B. Institutional Research Data Disseminated
  - C. Dissemination of Student Services Information
  - D. Web Page CASSC Questions & Answers
  - E. Share Information Collegewide
2. Committees Operational
  - A. Chair Workshops

3. Curriculum Changes/Reviews Streamlined

4. Punctuality - Start at 1:30 p.m.

Reference communication, concern was expressed that the College CASSC have multiple means of communication, and not rely totally on electronic communication.

**10. General Education Meeting**

- Members were reminded that November will be a General Education Meeting. A quorum for General Education is 3/4's of the voting membership.

The meeting was adjourned at 3:30 p.m

**Orientation**

**An orientation, sponsored by the Coordinating Committee, was held immediately following the meeting for new College CASSC members and returning members who wished to attend.**

**COLLEGE CASSC SCHEDULE FOR 2000/01**

November 14, 2000	Lunch Noon	
<b>General Education Meeting</b>	Meeting 1:30 p.m.	Room 1365
December 5, 2000	Meeting 1:30 p.m.	Room 2106
January 16, 2000	Meeting 1:30 p.m.	Room 2106
February 13, 2001	Meeting 1:30 p.m.	Room 2106
March 13, 2001	Meeting 1:30 p.m.	Room 2106
April 10, 2001	Meeting 1:30 p.m.	Room 2106
May 15, 2001	Meeting 1:30 p.m.	Room 3210*
June 12, 2001	Meeting 1:30 p.m.	Room 2106
July 10, 2001	Meeting 1:30 p.m.	Room 2106
August	NO MEETING	

**\*Room Change**