

COLLEGE-WIDE ACADEMIC AND STUDENT SUPPORT COUNCIL
TUESDAY, OCTOBER 9, 2001
WOLFSON CAMPUS - ROOM 2106 - 1:30 P.M.
MINUTES

CHAIR: Allen McPhee

MEMBERS PRESENT:

Juan Abascal	Margarita Battle
Charles Beavin	Pat Bibby
David Brubeck	Alfonso Chao (Substitute)
Carol Cooper	Gina Cortes-Suarez
Sandra Castillo	Dana Crawford
Joyce Crawford	Ana Dominicis
Arcie Ewell	Armando Ferrer
Edward Gonzales	Joan Gosnell
Rosemary Green	Robert Hach
Rosany Hernandez-Rodriguez	Juanita Johnson
Susan Kah	Ken Lee
Anna Leggett	Encarnacion Lopez
Annmarie Masi	Jimmy Miller
Rolando Montoya	Antoin Nahas
Carol Petrozella	Floyd Pittman
Madeline Pumariega	Herb Robinson
Patricia Stephenson	Milagros Stoff
Cleveland Taylor	Elizabeth Yesan

MEMBERS ABSENT: William Madden (Substitute Alfonso Chao)
Christina Mateo
Rene Revuelta

RESOURCE: Ken Blye
Gabriela Buitron
Karen Hays
Nora Hernandez-Hendrix
MaryAnn Miller
Cathy Morris

PRESENTERS: Norma Agras, Brad Lawrence & Leslie Roberts
Ken Kozeka
Jeffrey Lukenbill

RECORDER: Carol McAlister

1. **Introduction of New Members to College-wide CASSC**

Dr. Patricia Stephenson welcomed the new and returning members to College-wide CASSC for Academic Year 2001-2002.

Dr. Stephenson introduced the new faculty members, administrators, students and staff who will serve on College-wide CASSC. The faculty introduced were Dr. Margarita Batlle, Ms. Milagros Stoff, Mr. Robert Hach, Dr. David Brubeck, Dr. Cleveland Taylor, Ms. Annmarie Masi, Mr. Ken Lee, Mr. Charles Beavin, Ms. Anna Leggett and Ms. Juanita Johnson. The administrators introduced were Dr. Juan Abascal, Mr. Rolando Montoya and Ms. Madeline Pumariega. The students introduced were Mr. Jimmy Miller and Mr. Edward Gonzales. The staff introduced were Ms. Elizabeth Yesan, Ms. Rosemary Green and Ms. Dana Crawford.

2. **Approval of July 10, 2001 Minutes**

The minutes of the July 02, 2001 College-wide CASSC meeting were approved with the following corrections:

The **Discipline Committee** recommended that no changes be made in the Radiography Program curriculum as the **committee** was of the opinion that changes were not in the best interest of the students.

(Correction) The **faculty** recommended that no changes be made in the Radiography Program curriculum as the **faculty** was of the opinion that changes were not in the best interest of the students.

3. **Address to CASSC by Dr. Jeffrey Lukenbill**

Dr. Lukenbill requested a moment of silence in memory of the September 11, 2001 tragedy.

As a result of the tragedy, Dr. Lukenbill urged that we work together, be supportive of the College efforts, and be sensitive to help those having difficulty with this situation. Also, a few College personnel and students have been called to duty. Dr. Lukenbill stressed the need to help these students to prevent them from being penalized, and the importance of being accommodative to both the students and the personnel.

Concerning the College budget, as a result of Dr. Padrón's careful planning and work, the College began the year fiscally on solid basis for this academic year. In the event that the economic situation in Florida lingers, it could become more difficult. Therefore, we should be prudent, efficient and plan well. For example, \$500,000 was saved on electricity this year as a result of our energy conservation at the College.

Dr. Lukenbill announced that Governor Jeb Bush was among the dignitaries who attended the groundbreaking celebration at Wolfson Campus, building 7, where construction will begin for the

Emerging Technologies Center of the Americas(ETCOTA). The Center will meet the need to provide a technically skilled workforce. Governor Bush offered high praise for the Center.

Dr. Lukenbill mentioned other exciting efforts taking place at the College such as the appointment of a Wolfson Campus student, Robert Herrera, as an intern at the Defense Logistics Information Service, a \$1.2 million grant awarded to M-DCC's School of Education, and currently having the #1 volleyball team in the nation. Dr. Lukenbill recognized Dr. Ken Blye's efforts concerning M-DCC's new web services which will make the College more accessible for current and prospective students, and Dr. Nora Hernandez-Hendrix and Dr. Karen Hays for the Rapid Response Plan for dislocated workers who have lost their jobs in the travel and tourism industry.

4 **Recognition of Dr. Patricia Stephenson**

Dr. Karen Hays gave special recognition to Dr. Patricia Stephenson for her outstanding achievements while serving as Chair of the College-wide CASSC, 2000-2001.

Dr. Stephenson expressed her appreciation for the opportunity to serve the College as Chair of the College-wide CASSC.

5. **Election for College-wide CASSC Chair and Coordinating Committee**

Mr. Floyd Pittman and Mr. Allen McPhee were the nominees for the College-wide CASSC Chairperson for 2001-2002.

Mr. Allen McPhee was elected from among the faculty members of the College-wide CASSC by the full membership to serve as the College-wide CASSC Chairperson. Mr. McPhee will also serve as the Chair of the CASSC Coordinating Committee (2001-2002).

There is a five person Coordinating Committee for the College-wide CASSC. The CASSC Coordinating Committee consists of one Student Dean and one Academic Dean appointed by the College President, one CASSC faculty member elected by the full CASSC membership, one CASSC staff member elected by the full CASSC membership and the Chairperson of the College-wide CASSC (Allen McPhee).

Dr. Carol Petrozella, Dr. Carol Cooper and Dr. Patricia Stephenson were the faculty members nominated to serve on the Coordinating Committee. Dr. Petrozella and Dr. Carol Cooper declined the nomination. Dr. Patricia Stephenson was unanimously elected to serve on the Coordinating Committee (2001-2002).

Ms. Elizabeth Yesan, Ms. Ana Dominicis, Ms. Rosemary Green and Ms. Dana Crawford were the nominations for the staff representative to serve on the Coordinating Committee. Ms. Rosemary Green was elected to serve on the Coordinating Committee (2001-2002).

The Student Dean and Academic Dean appointments are forthcoming (2001-2002).

6. **College-wide CASSC Committee Nominations**

The nominees for Dr. Lukenbill's appointment to the committees reporting to College-wide CASSC are:

Student Retention	-	Dr. Margarita Batlle
Research & Testing	-	Ms. Anna Leggett
International Education	-	Dr. Cleveland Taylor
Academic & Student Services Legislative Issues	-	Mr. Floyd Pittman
Academic & Student Services Effectiveness	-	Dr. Pat Bibby
Academic Advisement	-	Dr. David Brubeck
Distance Education	-	Mr. Charles Beavin and Mr. Ken Lee
College Admissions & Registration-		Mr. Robert Hach and Mr. Ken Lee
Learning Resources		Juanita Johnson (By virtue of position in Library)
Recruitment		Carol Cooper (Appointed in 2000-01)

7. **Conference Day Planning Committee College-wide CASSC Representatives**

Dr. Patricia Stephenson thanked Ms. Annmarie Masi, Ms. Milagros Stoff and Dr. Carol Cooper for volunteering to serve as College-wide CASSC representatives on the Conference Day Planning Committee.

8. **Curriculum Action Items**
Curriculum Action - New Courses

<u>Course</u> <u>Abbr/No.</u>	<u>Course Title</u>	<u>Campus</u>	<u>Credits</u>	<u>Effect.</u> <u>Term</u>	<u>Degree Audit/</u> <u>Program Area</u>
MAC 1105L	College Algebra Laboratory	1,2,3,5,6	1	2001-2	A.A. Elective

MGF 1120	Basic Probability	1,2,3,5,6	1	2001-2	A.A. General Education Distribution in Math
MTG 2204	Geometry for Educators	1,2,3,5,6	3	2001-2	A.A. General Education Distribution in Math
MTG 2204L	Geometry for Educators Laboratory	1,2,3,5,6	1	2001-2	A.A. Elective <u>UNANIMOUSLY APPROVED</u>

Curriculum Action - Special Fees
New Course Special Fee

<u>Course</u> <u>Abbr/No.</u>	<u>Course Title</u>	<u>Campus</u>	<u>Effect.</u>		<u>Special Fee</u>
			<u>Credits</u>	<u>Term</u>	
MAC 1105L	College Algebra Laboratory	1,2,3,5,6	1	2001-2	\$20.00
MGF 1120	Basic Probability	1,2,3,5,6	1	2001-2	\$10.00
MTG 2204	Geometry for Educators	1,2,3,5,6	3	2001-2	\$10.00
MTG 2204L	Geometry for Educators Laboratory	1,2,3,5,6	1	2001-2	\$20.00 <u>UNANIMOUSLY APPROVED</u>

Curriculum Action - Course Changes
Title Change

<u>Course</u> <u>Abbr/No.</u>	<u>Course Title</u>	<u>Campus</u>	<u>Effect.</u>		<u>Degree Audit/ Program Area</u>
			<u>Credits</u>	<u>Term</u>	
HLP 1081	Health Analysis and Improvement <u>TO:</u> Fitness and Wellness for Life	1,2,3,5,6	3	2001-2	A.A. General Education Elective <u>UNANIMOUSLY APPROVED</u>

Curriculum - Proposed Fee

MGF 1107 Mathematics for Liberal Arts 2 (Existing Course)
Proposed Fee \$10.00

ITEM TABLED

9. **College-wide CASSC 2001-2002 Dates**

November 6, 2001-Room 3208-09

(Rescheduled from November 13, 2001 due to Book Fair Week at Wolfson)

December 11, 2001-Room 3208-09

January 15, 2002 - Room 2106

February 12, 2002 - Room 2106

General Education Proposal

March 12, 2002 - Room 2106

General Education Vote

April 9, 2002 - Room 2106

May 21, 2002 -Room 2106

June 11, 2002 -Room 2106

July, 2002 No Meeting (tentatively)

August, 2002 No Meeting

Dr. Hays proposed that since many College-wide CASSC members are on leave, a July meeting not be scheduled. **UNANIMOUSLY APPROVED**

10. **Academic Terms and Definitions**

MaryAnn Miller explained the following academic terms and definitions (Attachment I).

<u>College Credit</u>	(1) Associate in Arts Degree	AA
	(2) Associate in Science Degree	AS
	College Credit Certificate	CCC
	Advanced Technical Certificate	ATC
	(3) Associate in Applied Science	AAS
<u>Vocational Credit</u>	Vocational Credit Certificate	VCC
<u>Exit Points/</u>	(1) Program Progression Points	PPP
	(2) Occupational Completion Points	OCP
	(3) Advanced Technical Diploma	ATD
<u>Non-Credit</u>	(1) Continuing Workforce Education	CWE
	(2) Continuing Education	CE
	(3) Adult Basic Education	ABE

Government

<u>Agencies</u>	Division of Community Colleges	DCC
	Division of Workforce Development	DWD
	Council for Education Policy Research & Improvement	CEPRI

Special Diploma Advanced Technical Diploma

Non-Credit (A) Continuing Workforce

The meeting was adjourned at 3:45 p.m.

Orientation - New College-wide CASSC Members

Following the meeting, Dr. Patricia Stephenson presented an orientation for all new College-wide CASSC members.

College-wide CASSC 2001-2002 Dates

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December 11, 2001	-Room 3208-09	
January 15, 2002	- Room 2106	
February 12, 2002	- Room 2106	General Education Proposal
March 12, 2002	- Room 2106	General Education Vote
April 9, 2002	- Room 2106	
May 21, 2002	-Room 2106	
June 11, 2002	-Room 2106	
July, 2002	No Meeting	
August, 2002	No Meeting	

THE ADDRESS FOR THE COLLEGE CASSC IS www.mdcc.edu/cassc/casscoct9