

**COLLEGE-WIDE ACADEMIC AND STUDENT SUPPORT COUNCIL**  
**TUESDAY, MARCH 12, 2002**  
**WOLFSON CAMPUS - ROOM 2106 - 1:30 P.M.**

**MINUTES**

**CHAIR:** Allen McPhee

<b>MEMBERS PRESENT:</b>	Juan Abascal	Holly Anderson
	Lesly Baptiste	Margarita Batlle
	Charles Beavin	Pat Bibby
	Carol Cooper	Gina Cortes-Suarez
	Joyce Crawford	Dana Crawford
	Ana Dominicis	Arcie Ewell
	Armando Ferrer	Carmen Vazquez (Substitute for Joan Gosnell)
	Edward Gonzales	Rosemary Green
	Robert Hach	Winnie Huang
	Susan Kah	Ken Lee
	Anna Leggett	Encarnacion Lopez
	Cristina Mateo	Erick Espinola (Substitute for Jimmy Miller)
	Alan Berkey (Substitute for Rolando Montoya)	Tony Nahas
	Carol Petrozella	Floyd Pittman
	Madeline Pumariega	Herb Robinson
	Patricia Stephenson	Cleveland Taylor

<b>MEMBERS ABSENT:</b>	Sandra Castillo	
	David Brubeck	
	Joan Gosnell	(Substitute - Carmen Vazquez)
	Annmarie Masi	
	William Madden	
	Jimmy Miller	(Substitute - Erick Espinola)
	Rolando Montoya	(Substitute - Alan Berkey)
	Milagros Stoff	(Sent Notification)

<b>RESOURCE:</b>	Gabriela Buitron	Cathy Morris
	Karen Hays	MaryAnn Miller
	Nora Hernandez-Hendrix	

<b>PRESENTERS:</b>	Marie DaCunha	<b>GUEST:</b> William Komegay
	Catherine Hanus-Zank	Carol Miller
	Jeffrey Lukenbill	
	Richard Prentiss	
	Patricia Siemen	
	Richard White	

**RECORDER:** Carol McAlister

I. **Approval of February 12, 2002 College-wide CASSC Minutes**

The minutes of the February 12, 2002 College-wide CASSC were approved as submitted.

II. **The Environmental Ethics Institute**

Patricia Siemen, Director of the Environmental Ethics Institute, made a presentation on the Environmental Ethics for Earth Literacy.

“The great work of our time is to carry out the transition from a period of human devastation of the Earth to a period when humans would be present to the planet in a mutually beneficial manner.”  
- Thomas Berry, geologist

**MISSION**

The mission of the Collegewide Environmental Ethics is to foster Earth literacy by creating a community engaged in exploring the Earth story as the foundation of education. Earth Literacy views Earth as a storyteller, educator, healer and sustainer.

**EARTH LITERACY VIEWS EARTH AS . . . .**

- ! Storyteller
- ! Educator
- ! Healer
- ! Sustainer

**QUESTIONS TO CONSIDER**

- ! What is “The Earth Crisis?”
- ! What’s my relationship to Earth?
- ! What’s my role as an educator?
- ! How do I find others like myself who wish to explore these questions further?

**THE EARTH COMMUNITY IN CRISIS**

- ! By the time this presentation is over, 6 species will have disappeared from the face of the planet.
- ! By the end of the day, 137.
- ! By the end of the year, over 50,000 species of animals, plants and microbial life forms will be gone forever.

S David Suzuki, The Sacred Balance, p. 150

**PROGRAMS FOR FACULTY**

- ! Foundations to Green Studies
- ! Green Studies 1
- ! Culture and Cosmology
- ! Green Studies Immersions:
  - Biscayne National Park
  - Corkscrew Swamp Sanctuary
  - Everglades National Park
  - Virginia Key

**FACULTY PARTICIPATION 2001-2002**

- ! Wolfson Campus 18 faculty participants
- ! InterAmerican Campus 26 faculty participants
- ! Kendall Campus 18 faculty participants
- ! North Campus 20 faculty participants

**PROGRAMS FOR STUDENTS**

- ! Environmental Fellowships
- ! Sustainability: The New American Dream
- ! Faculty led Field Experiences
- ! Internships
- ! Environmental Conferences

**EARTH LITERACY**

Sees life on Earth

- ! At a turning point
- ! Requires a radical change in the way we relate to Earth

The following is the web site for the Environmental Ethics Institute:  
[www.mdcc.edu/wolfson/departments/environethics/eehomepg.html](http://www.mdcc.edu/wolfson/departments/environethics/eehomepg.html).

III. **Curriculum**

Susan Kah introduced Richard Prentiss who presented the Massage Therapy curriculum.

A. **Curriculum Action - New Vocational Credit Certificate in Massage Therapy**

Three Options in Massage Therapy Vocational Credit Certificate

Generic Option	750 Hours
Accelerated Option	345 Hours
Transitional Option	510 Hours

**Curriculum Action - New Vocational Credit Courses**

	<b><u>Course</u></b>				<b><u>Eff.</u></b>	<b><u>Degree Audit/</u></b>
	<b><u>Abbr./No.</u></b>	<b><u>Course Title</u></b>	<b><u>Campus</u></b>	<b><u>Hours</u></b>	<b><u>Term</u></b>	<b><u>Program Area</u></b>
(1)	MSS 0250	Introduction to Massage Therapy	4	30	2001-3	Major Course Requirement
(2)	MSS 0250L	Introduction to Massage Therapy Lab	4	180	2001-3	Major Course Requirement
(3)	MSS 0215	History & Standards for Massage Therapy	4	30	2001-3	Major Course Requirement
(4)	MSS 0300	Hydrotherapy Modalities	4	30	2001-3	Major Course Requirement
(5)	MSS 0300L	Hydrotherapy Modalities Lab	4	45	2001-3	Major Course Requirement
		<b>SPECIAL FEE: \$25.00</b>				
(6)	MSS 0156	Anatomy & Physiology for Massage Therapy	4	75	2001-3	Major Course Requirement
(7)	MSS 0156L	Anatomy & Physiology for Massage Therapy Lab	4	75	2001-3	Major Course Requirement
(8)	MSS 0281	Allied Modalities	4	105	2001-3	Major Course Requirement
		<b>SPECIAL FEE: \$25.00</b>				
(9)	MSS 0803C	Massage Therapy Clinical Practicum	4	90	2001-3	Major Course Requirement

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Juan Abascal introduced Richard White who presented the C.I.S. curriculum.

2. **C.I.S.**

A. **A.S. - Computer Information Systems Analysis**

**Curriculum Action - Program Title Change**

Program Title Change FROM: Computer Information systems Analysis  
 TO: Computer Information Technology

**Curriculum Action - New College Credit Certificate - Software Specialist - 32 Credits**

**Curriculum Action - New Course**

<b><u>Course</u></b>				<b><u>Eff.</u></b>	<b><u>Degree Audit/</u></b>
<b><u>Abbr./No.</u></b>	<b><u>Course Title</u></b>	<b><u>Campus</u></b>	<b><u>Credits</u></b>	<b><u>Term</u></b>	<b><u>Program Area</u></b>

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(1)	CGS XXXX	MOUS-Powerpoint/Outlook	1,2,3,5,6	4	2001-3	Major Course Requirement in A.S. Degree & College Credit Certificate
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**SPECIAL FEE: \$35.00**

**Curriculum Action - Delete Options**

Computer Programmer-Visual Basic Emphasis	Network Specialist
Computer Programmer-Visual C ++ Emphasis	Database Administration
Mainframe Programmer	Novell Specialist
Microcomputer Application Specialist	Oracle Database Developer Concentration
Midrange Programmer-AS.400 Programming	Oracle Database Administration Concentration

**B. Curriculum Action - New A.S. Degree - Computer Programming and Analysis (63 Credits)**

**Curriculum Action - New College Credit Certificate - Computer Programming (36 Credits)**

**Curriculum Action - New Courses**

	<u>Course</u>				<u>Eff.</u>	<u>Degree Audit/</u>
	<u>Abbr./No.</u>	<u>Course Title</u>	<u>Campus</u>	<u>Credits</u>	<u>Term</u>	<u>Program Area</u>
(1)	COP 2800	Java Programming	1,2,3,5,6	4	2001-3	Major Course Requirement in A.S. Degree & College Credit Certificate

**SPECIAL FEE: \$35.00**

(2)	COP 2805	Advanced Java Programming	1,2,3,5,6	4	2001-3	Major Course Requirement in A.S. Degree & College Credit Certificate
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**SPECIAL FEE: \$35.00**

**C. Curriculum Action - New A.S. Degree - Database Technology (63 Credits)**

**Curriculum Action - Four New College Credit Certificates**

- (1) Microsoft Database Administrator
- (2) Microsoft Solutions Developer
- (3) Oracle Database Administrator
- (4) Oracle Database Developer

**Curriculum Action - New Courses**

	<u>Course</u>				<u>Eff.</u>	<u>Degree Audit/</u>
	<u>Abbr./No.</u>	<u>Course Title</u>	<u>Campus</u>	<u>Credits</u>	<u>Term</u>	<u>Program Area</u>
(1)	CEN 2332	Distributed Applications with Visual Basics	1,2,3,5,6	4	2001-3	Major Course Requirement in A.S. Degree & College Credit Certificate

**SPECIAL FEE: \$35.00**

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- (2) COP XXXX Design Business 1,2,3,5,6 4 2001-3 Major Course Requirement in A.S. Degree & College Credit Certificate
- SPECIAL FEE: \$35.00**

D. Curriculum Action - New A.S. Degree - Networking Services Technology (63 Credits)

Curriculum Action - Two New College Credit Certificates

- (1) Microsoft Networking Support Specialist (32 Credits)  
 (2) Cisco Network Associate (16 Credits)

Curriculum Action - New Courses

	<u>Course</u>				<u>Eff.</u>	<u>Degree Audit/</u>
	<u>Abbr./No.</u>	<u>Course Title</u>	<u>Campus</u>	<u>Credits</u>	<u>Term</u>	<u>Program Area</u>
(1)	CEN XXXX	Designing a Network Infrastructure	1,2,3,5,6	4	2001-3	Major Course Requirement in A.S. Degree & College Credit Certificate

**SPECIAL FEE: \$35.00**

(2)	CET 1600	Networking Fundamentals	1,2,3,5,6	4	2001-3	Elective in A.S. Degree & Major Course Requirement in College Credit Certificate
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**SPECIAL FEE \$150.00**

(3)	CET 1610	Router Technology	1,2,3,5,6	4	2001-3	Elective in A.S. Degree & Major Course Requirement in College Credit Certificate
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**SPECIAL FEE: \$150.00**

(4)	CET 2615	Advanced Router Technology	1,2,3,5,6	4	2001-3	Elective in A.S. Degree & Major Course Requirement in College Credit Certificate
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**SPECIAL FEE: \$150.00**

(5)	CET 2620	Project-Based Learning	1,2,3,5,6	4	2001-3	Elective in A.S. Degree & Major Course Requirement in College Credit Certificate
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**SPECIAL FEE: \$150.00**

E. **Curriculum Action - New A.S. Degree - Internet Services Technology (63 Credits)**

**Curriculum Action - New College Credit Certificate - Web Development Specialist ( 40 Credits)**

**Curriculum Action - New Courses**

	<b><u>Course Abbr./No.</u></b>	<b><u>Course Title</u></b>	<b><u>Campus</u></b>	<b><u>Credits</u></b>	<b><u>Eff. Term</u></b>	<b><u>Degree Audit/ Program Area</u></b>
(1)	CGS 2172	Implementing a Commerce Enabled Web Site	1,2,3,5,6	4	2001-3	Major Course Requirement in A.S. Degree & College Credit Certificate
	<b>SPECIAL FEE:</b>	<b>\$35.00</b>				
(2)	COP 2481	ASP/Script Language Programming	1,2,3,5,6	4	2001-3	Major Course Requirement in A.S. Degree & College Credit Certificate
	<b>SPECIAL FEE:</b>	<b>\$35.00</b>				
(3)	COP 2485	Extensible Markup Language Programming (XMI)	1,2,3,5,6	4	2001-3	Major Course Requirement in A.S. Degree & College Credit Certificate
	<b>SPECIAL FEE:</b>	<b>\$35.00</b>				
(4)	COP 2612	Operating System Principles	1,2,3,5,6	4	2001-3	Major Course Requirement in A.S. Degree & College Credit Certificate
	<b>SPECIAL FEE:</b>	<b>\$35.00</b>				
(5)	COP 2825	Implementing an Internet Server	1,2,3,5,6	4	2001-3	Major Course Requirement in A.S. Degree & College Credit Certificate
	<b>SPECIAL FEE:</b>	<b>\$35.00</b>				

F. Curriculum Action  
Course Title Changes

- |     |          |       |  |
|-----|----------|-------|--|
| (3) | CGS 1541 | FROM: | Microcomputer Database Application       |
|     |          | TO:   | Database Applications                    |
| (4) | CGS 1560 | FROM: | Using Microcomputer Operating Systems    |
|     |          | TO:   | Microcomputer Operating Systems          |
| (5) | CGS 1501 | FROM: | Microcomputer Wordprocessing             |
|     |          | TO:   | Wordprocessing Applications              |
| (6) | CEN 2305 | FROM: | Supporting Windows 2000 Networking       |
|     |          | TO:   | Implementing a Networking Infrastructure |
| (7) | CGS 1580 | FROM: | Microcomputer Desktop Publishing         |
|     |          | TO:   | Desktop Publishing                       |
| (8) | CGS 1511 | FROM: | Microcomputer Spreadsheets               |
|     |          | TO:   | Spreadsheet Applications                 |

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IV. Learning Innovations Leadership Team (LILT)

Catherine Hanus-Zank and Marie DaCunha presented information concerning the Learning Innovations Leadership Team (LILT). The Learning Innovations Leadership Team members are Catherine Hanus-Zank, Marie DaCunha, and Barbara Rosenthal. LILT is the faculty led and faculty driven component of the Learning Agenda by which faculty can propose what they feel will enhance and increase the student learning process. LILT is seeking input from faculty throughout the College in developing a full range of learning innovations focusing on new instructional strategies, learning models and new curriculum, learning research and more.

The Learning Agenda, the umbrella under which LILT is a component, is an initiative that will eventually encompass every aspect of student learning and college life. Other components under the umbrella of the Learning Agenda include the Honors College, an Executive Leadership Program that will be coming up, Enrollment Management, and Student Support Systems.

LILT would like to provide a vehicle through which faculty can share successful accomplishments

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of students, showcase the successes, and celebrate the learning process. LILT would also like to set up a clearinghouse by which faculty can come to Learning Innovations by means of a web site or other communication vehicles for the purpose of discovering the latest in research and learning, sharing information, and to find out what is happening college-wide. LILT would like to provide resource centers on each campus where faculty can enjoy and engage in professional dialogue. These endeavors would be aimed to enhance and increase the student learning process.

Packets with the information concerning the Learning Innovations Request for Proposal (RFP) were distributed at the College-wide CASSC Meeting. The Learning Innovations initiative at the College will support faculty proposals that demonstrate a clear impact on student learning and success. The awards will be given for projects to start in Summer A/2001-3, Summer B/2001-4 or Fall 2002-1, and to be completed no later than the end of Fall 2002-1. Projects may start and end in the same term, or they may start in one term and end in another. Approximately \$100,000 is potentially available for distribution to qualified projects. Awards will be granted solely on the merit of each individual project regardless of the campus or discipline. The deadline for completed applications has been extended to April 3, 2002, 4:00 p.m. in the Learning Innovations Office, Room 3604-18, Wolfson Campus.

### V. **Advisement Committee Report**

Madeline Pumariega, Chair of the Advisement Committee, reported that the Advisement Committee which meet on March 5, 2002, discussed the following:

#### Overview of Committee Charge:

1. Review and make recommendations to revise the College's Academic Advisement manual and information on the Academic Advisement web site. These activities should occur on an annual basis.
2. Review the evaluation of services for students and identify recommendations.
3. Recommend innovative strategies to deliver services to students.
4. Identify strategies to support students.

#### Recommendations concerning College Academic Advisement Manual

1. Handbook be available on the WEB, CD and Print form.
2. Advisement Directors will develop a one page "cheat sheet" and a summary page of the handbook.
3. A section in the handbook include individual campus information.
4. Sara Lee Sanderson, Gloria de los Reyes and Steffi Durnberg volunteered to work on the advisement manual. A copy of the proposed advisement manual will be sent to each committee member for review and feedback.

The Chair of the Advisement Committee reported that the Advisement Manual would be out by Fall (2002-1).

The Advisement Committee recommended that Student Service forms such as Petitions and Third

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Attempt Appeal Forms be available on-line for students. The Chair of the Advisement Committee will discuss this issue further with the Student Deans. It was also recommended and accepted that the Directors of Advisement and Counseling attend future Advisement Committee meetings as resource members.

Allen McPhee recommended that College Training and Development facilitate college-wide advisement workshops on an ongoing basis. Currently, Advisement Directors on individual campuses provide training sessions. The Chair of the Advisement Committee thought a possible recommendation from the Advisement Committee would be that College Training and Development create a team to present advisement workshops twice a term.

### VI. **Address by the College Provost**

#### Council for Educational Policy, Research and Improvement (CEPRI)

Today, March 12<sup>th</sup>, Dr. Padrón, Dr. Vicente, Dr. Roberts and Dean Gosnell are in Tampa for the CEPRI meeting to present again the proposal for a four year degree in education. CEPRI is the group that delivers recommendations to the Florida Board of Education in reply to legislation concerning new programs, new degrees, etc. At this meeting, CEPRI will decide the recommendation they will make to the Florida Board of Education. In the event that CEPRI is not supportive of the proposal, the proposal will still go to the Florida Board of Education.

#### Conference Day

Unfortunately, Dr. Lukenbill was not able to attend Conference Day. He reported that he heard many positive comments concerning the event, including that Mark Milliron, President & CEO, League for Innovation in the Community College was well received. Dr. Lukenbill requested suggestions or feedback now for next year's Conference Day. These suggestions should be sent to your campus Dean, Bettie Thompson or Karen Hays. The College would like to plan early for next year.

#### Learning Innovations Request for Proposal (RFP)

Dr. Lukenbill said that he was looking forward to seeing many good ideas and creative efforts coming forward from the Learning Innovations RFP process.

#### Legislature

The College budget appropriation is still uncertain. The Legislature could possibly go into a special session which means the Legislature would not finish by the end of this month, but instead be extended into April.

#### CASSC

Previously, the College had (1) the Academic Affairs Committee, and (2) the Council on Student Affairs. Occasionally, the two groups would meet. The discussion on advisement at today's meeting was reassuring because when CASSC was created it was both Student Services and Academic Affairs. In CASSC the groups are working together in a complementary college-wide effort.

VII. **Information Item - SLS Alignment**

Gina Cortes-Suarez presented the informational item concerning SLS alignment. For several years the administration of SLS courses has been under Student Services. Effective with the Fall term, these courses will be in Academic Affairs specifically in the Social Science Department on each campus. This will place all courses that are taught at the College under Academic Affairs and ensure curriculum alignment. Several faculty who are now teaching the SLS courses will be moving to one department or another depending on their credentials. The transition from Student Services to Academic Affairs will be smooth.

The meeting was adjourned at 3:20 p.m.

**College-wide CASSC Dates**

April 9, 2002	- Room 2106
May 21, 2002	-Room 2106
June 11, 2002	-Room 2106
July, 2002	No Meeting
August, 2002	No Meeting

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