

COLLEGE-WIDE ACADEMIC AND STUDENT SUPPORT COUNCIL
TUESDAY, JUNE 11, 2002
WOLFSON CAMPUS - ROOM 2106 - 1:30 P.M.

MINUTES

CHAIR: Allen McPhee

MEMBERS PRESENT:

Juan Abascal	Holly Anderson
Alvaro Arencibia	Lesly Baptiste
Charles Beavin	Pat Bibby
David Brubeck	Ken Boos
Carol Cooper	Dana Crawford
Ana Dominicis	Arcie Ewell
Joan Gosnell	Edward Gonzalez
Rosemary Green	Mario Guerrier
Winnie Huang	Susan Kah
Encarnacion Lopez	Rolando Montoya
Tony Nahas	Floyd Pittman
Madeline Pumariega	Cleveland Taylor

MEMBERS ABSENT:

Margarita Batlle	(Sent Notification)
Gina Cortes-Suarez	(Substitute Ken Boos)
Sandra Castillo	(Sent Notification)
Joyce Crawford	(Substitute Mario Guerrier)
Armando Ferrer	(Sent Notification)
Robert Hach	
Anna Leggett	(Sent Notification)
Ken Lee	
William Madden	(Sent Notification)
Jimmy Miller	(Sent Notification)
Cristina Mateo	(Substitute Alvaro Arencibia)
Carol Petrozella	(Part-time Summer A-B Term)
Herb Robinson	(Sent Notification)
Patricia Stephenson	(On Leave)
Milagros Stoff	(On Leave)

RESOURCE:

Ken Blye
Gabriela Buitron
Karen Hays
MaryAnn Miller

PRESENTERS: Cathy Morris

RECORDER: Carol McAlister

1. **Approval of May 21, 2002 College-wide CASSC Minutes**

The minutes of the May 21, 2002 College-wide CASSC Meeting were approved as submitted.

2. **College-wide CASSC Calendar for 2002-2003**

Allen McPhee presented the following 2002-2003 College-wide CASSC meeting schedule:

September 10, 2002	February 11, 2003	(General Education Proposals)
October 8, 2002	March 11, 2003	(General Education Vote)
November 12, 2002	April 8, 2003	
December 10, 2002	May 13, 2003	
January 14, 2003	June 10, 2003	

July, 2003 - No Meeting

August, 2003 - No Meeting

The schedule was unanimously approved as presented.

3. **Draft Campus Curriculum Tracking Form**

Allen McPhee presented a draft Campus Curriculum Tracking Form designed from input received from the Coordinating Committee. The purpose of the form was to provide information and guidance to the Coordinating Committee concerning placement of curriculum items on the College-wide CASSC agenda. Also, the form was designed to provide uniformity for presenters at the College-wide CASSC meetings thus enabling the CASSC members to be well informed for decision making.

At today's meeting it was suggested that the form serve as a mechanism to communicate the Campus CASSC's perception of curriculum items to the College-wide CASSC. There were discussions concerning the placement of Student Service items on the form, splitting the form into two forms, and who would be responsible for completing the form, recording Campus input and presenting the information at College-wide CASSC.

After much discussion, Susan Kah volunteered to revise the form. A revised draft will be presented to the College-wide CASSC.

Cathy Morris volunteered to place the approved form on the web.

4. **College-wide CASSC Member Representation**

The question was asked concerning the campus the College-wide CASSC member represents while serving on the Council. It was explained that the member represents the entire discipline, not just their home campus.

5. **Professional Development Day**

Marie Nock requested three volunteers from College-wide CASSC to serve on the Professional Development Day (formerly Conference Day) committee. Cleveland Taylor and Floyd Pittman volunteered to attend the first committee meeting scheduled in June providing the time of the meeting did not conflict with their class schedules.

At the September College-wide CASSC meeting a request will be made for three College-wide CASSC members to serve on the 2003 Professional Development Day Committee.

6. **College-wide CASSC Committees**

It was recommended that each year all committees reporting to College-wide CASSC be expected to give a presentation at the College-wide CASSC Meeting. On a monthly basis, various committees will be invited to give a presentation at the CASSC meeting.

The meeting was adjourned at 3:15 p.m.

COLLEGE-WIDE CASSC MEETING SCHEDULE

September 10, 2002	1:30 p.m.	Room 2106 - Wolfson Campus
October 8, 2002	1:30 p.m.	Room 2106 - Wolfson Campus
November 12, 2002	1:30 p.m.	Room 2106 - Wolfson Campus
December 10, 2002	1:30 p.m.	Room 3208-09 -Wolfson Campus
January 14, 2003	1:30 p.m.	Room 2106 - Wolfson Campus
February 11, 2003	1:30 p.m.	Room 2106 - Wolfson Campus
March 11, 2003	1:30 p.m.	Room 2106 - Wolfson Campus
April 8, 2003	1:30 p.m.	Room 2106 - Wolfson Campus
May 13, 2003	1:30 p.m.	Room 2106 - Wolfson Campus
June 10, 2003	1:30 p.m.	Room 2106 - Wolfson Campus

JULY AND AUGUST - NO MEETINGS

CURRICULUM FORMS AND CASSC INFORMATION - This information is on the web. Go to the M-DCC home page. Click on **EMPLOYEES**. Under the **Employee Menu, Departments & Organizations**, the first bullet is **CASSC** (CASSC information), and the third bullet is **Education Policy, Programs & Analysis (EPPA)** (Curriculum Forms).

College-wide CASSC Minutes
June 11, 2002

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