

COLLEGE-WIDE ACADEMIC AND STUDENT SUPPORT COUNCIL
TUESDAY, APRIL 8, 2003
WOLFSON CAMPUS –ROOM 2106 – 1:30 P.M.
MINUTES

CHAIR: David Brubeck

MEMBERS PRESENT: Juan Abascal
Dana Crawford
Gina Cortes-Suarez
Shirly Ferguson
Greg Ferenchak
Joan Gosnell
Michael Guttman
Winnie Huang
Nancy Mestre-Trochez
Anna Leggett
Connie Miller
David Paul
Nidia Romer
Carleen Spano

Charles Beavin
Ian Cobham
Oscar DeArmas
Armando Ferrer
Mario Guerrier
Rosemary Green
Robert Hatch
Maria Jofre
Ken Lee
Cristina Mateo
Rolando Montoya
Herb Robinson
James Sullivan
Cleveland Taylor

MEMBERS ABSENT: Holly Anderson (On Leave)
Roberto Hernandez (Notification Received)
Susan Kah (Substitute Greg Ferenchak)
Peter Kuentzel (On Leave)
Kaiyang Liang (Notification Received)
Josefina Llarena (Substitute Nancy Mestre-Trochez)
Annmarie Masi (Notification Received)
Zasha Sanchez
Emily Sendin (Notification Received)
Milagros Stoff (Notification Received)
Therese Roberts (Notification Received)
Madeline Pumariega

PRESENTERS: Mario Guerrier
Silvio Rodriguez
Greg Farenchak
Richard White

GUEST: Marjan Mazza
Allen Rossmore
Goerge Gabb
Bill Kornegay

RESOURCE: Gabriela Buitron
Karen Hays
MaryAnn Miller
Catherine Morris

RECORDER: Carol McAlister

1. **Call to Order**
David Brubeck called the meeting to order.
2. **Approval of the College-wide CASSC Minutes**
The College-wide CASSC minutes of March 11, 2003 were approved as submitted.
3. **Presentations to Outgoing Members**
Karen Hays recognized and thanked the outgoing members for their service to College-wide CASSC.

Presentations were made to the following College-wide CASSC members:

Outgoing Founding Members

Joan Gosnell	1998-2003	Academic Dean	InterAmerican Campus
Gina Cortes-Suarez	1998-2003	Academic Dean	North Campus

Outgoing Members

Charles Beavin	2001-2003	Business	North Campus
David Brubeck,	2001-2003	Humanities	Kendall Campus
College-wide CASSC Chair,	2002-2003		
Dana Crawford	2001-2003	Staff Representative	Kendall Campus
Rosemary Green	2001-2003	Staff Representative	Wolfson Campus
Michael Guttman	2001-2003	Natural Science	North Campus
Robert Hach	2001-2003	English	North Campus
Winnie Huang	2001-2003	Library	Wolfson Campus
Ken Lee	2001-2003	Allied Health	Medical Center Campus
Anna Leggett	2001-2003	Occupational Cluster	North Campus
Cristina Mateo	2001-2003	Student Dean	InterAmerican Campus
Rolando Montoya	2001-2003	Interim Academic Dean	Kendall Campus
David Paul	2002-2003	Interim Student Dean	Medical Center Campus
Carleen Spano	2002-2003	Interim Academic Dean	Wolfson Campus
Cleveland Taylor	2001-2003	Math	InterAmerican Campus

4. **Updates**

Karen Hays presented updates on FIU/M-DCC Day, the Hall of Fame Dinner, and Dual Enrollment.

FIU/M-DCC Day

FIU/M-DCC Day will be held at M-DCC, Wolfson Campus, on April 9, 2003. It is of great importance that the institutions work together on behalf of students as approximately 37% of all new FIU students are from M-DCC. Once a year, representatives from M-DCC and FIU meet to discuss or resolve transfer issues, share updates and new developments, discuss information concerning both institutions, and new opportunities for the institutions to continue to work together.

M-DCC Hall of Fame Dinner

The M-DCC Hall of Fame Dinner will be held on May 1, 2003 in recognition of several alumni. If you did not receive an invitation and are interested in attending, contact Karen Hays.

Dual Enrollment

The newspapers recently published information concerning the summer school situation at Miami-Dade County Public School (M-DCPS). College representatives have been meeting with representatives of M-DCPS to determine what should be done to extend our Dual Enrollment Program over the summer. M-DCPS will be sending letters home to students who meet the eligibility criteria of a 3.0 high school GPA and would benefit from a strong summer program while receiving college credit. Tentatively, the College will offer the Dual Enrollment Program for students at every campus with the possible exception of Medical Center Campus. The intention is to attract a number of good students who would have normally taken this program at M-DCPS and find themselves without a program this summer.

5. **Placement Criteria Document for 2003-2004 (Attachment I)**

Silvio Rodriguez presented the Placement Criteria Document for 2003-2004. Based on feedback provided by College-wide CASSC, a revised copy of the Placement Criteria is attached. Refer to page 2, item 2 for revisions.

CURRICULUM

6. **New College Credit Course**

Gina Cortes-Suarez presented the new Dance Appreciation course.

General Education Distribution Course (A.A. Degree) - Humanities

<u>Course</u>				<u>Eff.</u>
<u>Abbr. No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Term</u>
DAN 2100	Dance Appreciation	3	1,2,3,5,6	2003-1

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7. **C.I.S**

Carleen Spano introduced Richard White who presented the C.I.S. curriculum.

New College Credit Courses (A.S.)

<u>Course</u> <u>Abbr. No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff.</u> <u>Term</u>
CEN 23XX Special Fee: \$35.00	Implementing & Managing Microsoft Exchange 2000 Server	4	1,2,3,5,6	2002-3
CEN 23XX Special Fee: \$35.00	Managing Windows 2000 Networking Environment	4	1,2,3,5,6	2002-3

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8. **SCHOOL OF AVIATION AND VISITOR SERVICES**

Mario Guerrier presented the aviation curriculum.

New Courses (A.S)

<u>Course</u> <u>Abbr. No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff.</u> <u>Term</u>
AVM 2XXX Special Fee \$25.00	Principles of Airport Management	3	1,2,3,5,6	2002-3
AVM 2XXX Special Fee \$25.00	Airport Facilities/Financial Planning	3	1,2,3,5,6	2002-3
AVM 1XXX	Aerospace History	3	1,2,3,5,6	2002-3
AVM 1XXX Special Fee \$50.00	Aviation/Airport Security	3	1,2,3,5,6	2002-3
AVM 2XXX Special Fee \$25.00	Aviation Safety & Human Factors	3	1,2,3,5,6	2002-3
AVM 1XXX Special fee \$25.00	Hazardous Materials/Dangerous Goods	3	1,2,3,5,6	2002-3
ATT1XXXL Special Fee \$200.00	Flight Orientation/Simulator	1	1,2,3,5,6	2002-3
ATT 2XXX Special Fee \$300	Air Traffic Control (ATC) Radar	3	1,2,3,5,6	2002-3
ATT 2XXX Special Fee 20.00	Air Traffic Control (ATC) Non-Radar	1	1,2,3,5,6	2002-3

Increase Fee:

ATT 2822	VFR Tower Operations	3	1,2,3,5,6	2002-3
FROM:	\$75.00			
TO:	\$300.00			

Delete Course:

ATT 2821 ATC Radar/Non Radar Operations
 Course requirement revised and split into two new courses per articulation agreement with the Federal Aviation Administration

Airport Management - New College Credit Certificate

The Airport Management Certificate provides the student with skills required to advance to management positions at airports (city & government) and/or airline terminal operations. Students will understand the cost centers, design processes and financial consideration required to be an effective manager in the aviation industry.

(16 Credits)	<u>Effective Term:</u>	2002-3		
<u>Course</u>				
<u>Abbr. No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	
AVM 1010	Aviation Industry Operation	3	1,2,3,5,6	
ASC 2320	Aviation Laws & Regulations	3	1,2,3,5,6	
AVM 2XXX	Principles of Airport Management	3	1,2,3,5,6	
AVM 1XXX	Aviation/Airport Security	3	1,2,3,5,6	
AVM 2XXX	Airport Facilities/Financial Planning	3	1,2,3,5,6	
AVM 1062	Aviation Career Planning	1	1,2,3,5,6	

Aviation Administration (A.S.) - Change Existing Program

Delete Courses A.S. Degree:

MAN 2021 Principles of Management	3 Credits
AVM 1521 Airline Ticketing	3 Credits

Course Moved from Required/ To Elective:

AVM 1062 Aviation Career Planning	1 Credit
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New Required Courses:

AVM 2XXX Principles of Airport Mgt.	3 Credits
AVM 2XXX Aviation Safety & Human Factors	3 Credits

New Courses Added to Electives:

ASC 1XXXL Flight Orientation/ Simulator	1 Credit
AVM 1XXX Aviation/Airport Security	3 Credits
AVM 1XXX Aerospace History	3 Credits
AVM 1XXX Hazardous Materials/ Dangerous Goods	3 Credits
AVM 2XXX Airport Facilities/ Financial Planning	3 Credits

Airline/Aviation Management (College Credit Certificate)- Change Existing Program

Program increased from 15 to 16 credits.

Add Existing Course:

AVM 1062 Aviation Career Planning	1 Credit
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Air Cargo Agent (College Credit Certificate) – Change Existing Program

Program increased from 14 to 16 credits.

<u>Courses to be Deleted:</u>	AVM 1101 International Routes	3 Credits
	CGS 1060 Introduction to Microcomputers	4 Credits
<u>Courses to be Added:</u>	AVM 1XXX Hazardous Materials/ Dangerous Goods	3 Credits
	AVM 1022 Flight Operations	3 Credits
	AVM 2431 Aviation Customer Service	3 Credits

Passenger Service Agent (College Credit Certificate – Change Existing Program

<u>Courses to be Deleted:</u>	AVM 2510 Airline Mgt.	3 Credits
	AVM 1949 Co-op Work Exp. 1	3 Credits

*On the Courses to be Deleted – Had the option of taking one of the above.

<u>Courses to be Added:</u>	AVM 1XXX Aviation/Airport Security	1 Credit
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9. **NUCLEAR MEDICINE TECHNOLOGY**

Greg Ferenchak presented the nuclear medicine curriculum.

Nuclear Medicine Technology – New A.S. Degree Program

This program is designed to prepare selected students to qualify as nuclear medicine technologists in hospitals, outpatient diagnostic imaging centers, and private physician offices. These contributing members of the allied health team prepare and administer the tracer radiopharmaceuticals to the patients and record the image using computerized detection systems for medical diagnosis. Successful completion of this two-year program qualifies graduates to apply for the American Registry of Radiologic Technologists examination in Nuclear Medicine and/or the Nuclear Medicine Technology Certification Board Examination leading to certification as a registered nuclear medicine technologist and gainful employment as such.

(Program Credits 75) Effective Term: 2003-1

Term 1

<u>Course</u>	<u>Course Title</u>	<u>Credits</u>
Abbr. No.		
CGS 1060	Intro to Microcomputers	4
ENC 1101	English Communication 1	3
MAC 1105	College Algebra	3
BSC 2085	Anatomy & Physiology 1	3
BSC 1005	Psychology Personal Effectiveness	3

Term 2

SPC 1026	Speech Communication	3
CHM 1033	Chemistry for Health Sciences	3
CHM 1033L	Chemistry for Health Sciences Lab	1
BSC 2086	Anatomy & Physiology 2	3
BSC 2086L	Anatomy & Physiology Lab 2	1
PHY 2604	Critical Thinking & Ethics	3
PHY 1004	Physics and Applications	3

Term 3 (Summer A)

RTE 1000	Orientation to Radiology	2
RTE 1002L	Orientation to Rad Clinic	1

Term 4 (Summer B)

NMT 1002L	Intro to NM Lab	1
NMT XXXX	Radiation Protection	2
NMT XXXX	NM Procedures 1	2

Term 5 Fall

NMT XXXX	NM Instrumentation	2
NMT XXXX	NM Physics	2
NMT XXXX	NM Pharmacology	2
NMT XXXX	Clinic 1	5

Term 6 Spring

NMT XXXX	NM Procedures 2	2
NMT XXXX	NM Administration	2
NMT XXXX	NM QA/QC	2
NMT XXXX	NM Clinic 2	7

Term 7 Summer AB

NMT XXXX	NM Clinic 3	7
NMT XXX	NM Seminar	2

Nuclear Medicine Technology - New College Credit Certificate Program

This program is designed to prepare selected Nursing and Allied Health professionals with an Associate Degree who have maintained a professional license to qualify as nuclear medicine technologists in hospitals, outpatient diagnostic imaging centers, and private physician offices. These contributing members of allied health team prepare and administer the tracer radiopharmaceuticals to the patients and record the image using computerized detection systems for medical diagnosis. Successful completion of this one-year program qualifies graduates to apply for the American Registry of Radiologic Technologists examination in Nuclear Medicine and/or the Nuclear Medicine Technology Certification Board Examination leading to a certification as a registered nuclear medicine technologist and gainful employment as such.

(Program Credits 48)

Effective Term: 2003-1

Term 1 Summer B

<u>Course</u>		
<u>Abbr. No.</u>	<u>Course Title</u>	<u>Credits</u>
NMT 1002L	Intro to NM Lab	1
NMT XXXX	Radiation Protection	2
NMT XXXX	NM Procedures 1	2

Term 2 Fall

NMT XXXX	NM Instrumentation	2
NMT XXXX	NM Physics	2
NMT XXXX	NM Pharmacology	2
NMT XXXX	NM Clinic 1	5

Term 3 Spring

NMT XXXX	NM Procedures 2	2
NMT XXXX	NM Administration	2
NMT XXXX	NM QA/QC	2
NMT XXXX	NM Clinic 2	7

Term 4 Summer AB

NMT XXXX	NM Clinic 3	7
NMT XXXX	NM Seminar	2

New Courses

<u>Course</u>			<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
<u>Abbr. No.</u>	<u>Course Title</u>				
NMT XXXX	Intro to Nuclear Medicine	1	4	2003-1	
NMT XXXX	Radiation Protection	1	4	2003-1	
NMT XXXX	Nuclear Medicine Instrumentation	1	4	2003-1	
NMT XXXX	Nuclear Medicine Physics	1	4	2003-1	
NMT XXXX	Nuclear Medicine Pharmacology	1	4	2003-1	
NMT XXXX	Nuclear Medicine Procedures 1	1	4	2003-1	
NMT XXXX	Nuclear Medicine Procedures 2	1	4	2003-1	
NMT XXXX	Nuclear Medicine Administration	1	4	2003-1	
NMT XXXX	Nuclear Medicine Quality Assurance/ Quality Control	1	4	2003-1	
NMT XXXX	Nuclear Medicine Clinic 1	1	4	2003-1	
Special Fee: \$25.00					
NMT XXXX	Nuclear Medicine Clinic 2	1	4	2003-1	
Special Fee: \$25.00					
NMT XXXX	Nuclear Medicine Clinic 3	1	4	2003-1	
Special Fee \$25.00					
NMT XXXX	Nuclear Medicine Seminar	1	4	2003-1	

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College-wide CASSC
April 8, 2003

10. **RADIOGRAPHY – ASSOCIATE IN APPLIED SCIENCE**

Greg Ferenchak presented the radiography curriculum.

Delete Course

RTE 2473L Radiographic Quality Assurance Lab

<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
1	4	2003-1

Change Course Credits

RTE 2457 Radiographic Technology 2

FROM
TO

2	4	
3	4	2003-1

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11. **College-wide CASSC Committee Reports**

David Brubeck announced that due to the large amount of curriculum, Committee Reports were not scheduled.

College-wide CASSC Schedule/Wolfson Campus

May 13, 2003
June 10, 2003

1:30 p.m.
1:30 p.m.

Room 2106
Room 2106

July and August – No Meeting

WEB INFORMATION

COLLEGE-WIDE CASSC AND CURRICULUM FORMS

- (1) M-DCC HOME PAGE
- (2) CLICK ON EMPLOYEES
- (3) UNDER THE EMPLOYEES MENU, DEPARTMENTS & ORGANIZATIONS,
THE FIRST BULLET IS CASSC
- (4) CLICK ON CASSC
- (5) ON THE LEFT SIDE OF THE PAGE IS “QUICK LINKS”
- (6) CLICK ON CURRICULUM FORMS