

**COLLEGE-WIDE ACADEMIC AND STUDENT SUPPORT COUNCIL
TUESDAY, MAY 13, 2003
WOLFSON CAMPUS –ROOM 2106 – 1:30 P.M.**

MINUTES

CHAIR: David Brubeck

MEMBERS PRESENT:

Juan Abascal	Charles Beavin
Dana Crawford	Ian Cobham
Oscar DeArmas	Shirly Ferguson
Armando Ferrer	Rosemary Green
Michael Guttman	Malou Harrison
Robert Hatch	Karen Hays
Harry Hoffman	Winnie Huang
Maria Jofre	Susan Kah
Peter Kuentzel	Josefina Llarena
Kaiyang Liang	Sean Madison
Connie Miller	Lourdes Oroza
Lourdes Perez	Clyde Pfleegor
Madeline Pumariega	Leslie Roberts
Herb Robinson	Zasha Sanchez
Emily Sendin	Milagros Stoff
James Sullivan	Cleveland Taylor

MEMBERS ABSENT:

Holly Anderson	(On Leave)
Annmarie Masi	(Notification Received)
Nidia Romer	(Notification Received)
Ken Lee	
Anna Leggett	(Substitute Clyde Pfleegor)
Emily Sendin	(Notification Received)
Therese Roberts	

PRESENTERS: Frances Aronovitz
Jeffrey Lukenbill

RESOURCE: Gabriela Buitron
Catherine Morris

GUEST: Maria Alvarez
Michael Kaldor
Deborah Keeler
Nelson Pena
Silvio Rodriguez
Lucy Spence

RECORDER: Carol McAlister

ORIENTATION

Prior to the meeting, Karen Hays presented an orientation for the Academic and Student Deans beginning their term of service on College-wide CASSC. The elected and appointed members who will begin their term of service in September were also invited. Another orientation is scheduled prior to the September 9, 2003 meeting for those unable to attend today.

1. **Call to Order**

David Brubeck called the meeting to order.

2. **Welcome**

David Brubeck welcomed the new members.

NEW MEMBERS BY VIRTUE OF POSITION

Karen Hays, Kendall Campus, Academic Dean
Malou Harrison, North Campus, Student Dean
Harry Hoffman, North Campus, Academic Dean
Sean Madison, Homestead Campus, Dual Role as Student and Academic Dean
Lourdes Oroza, Wolfson Campus, Academic Dean
Lourdes Perez, InterAmerican Campus, Student Dean
Leslie Roberts, InterAmerican Campus, Academic Dean

CURRENT MEMBERS WITH CHANGE OF CAMPUS

Armando Ferrer, Kendall Campus, Student Dean
Madeline Pumariega, Medical Center Campus, Student Dean
Herb Robinson, Wolfson Campus, Student Dean

Also welcomed were the following new members who attended the orientation and meeting, and will begin their term of service in September, 2003:

Maria Alvarez (Math)
Nelson Pena (Staff)
Lucy Spence (Staff)
Michael Kaldor (Natural Science)
Clyde Pfleegor (Occupational Cluster)
Deborah Keeler (Library)

3. **Approval of the College-wide CASSC Minutes**

The College-wide CASSC minutes of April 8, 2003 were approved as submitted.

Karen Hays announced that there had been discussion concerning a title change for the new Aerospace History course approved by College-wide CASSC at the April 8th meeting. In the event a decision is made to change the course title, a proposal will be presented at College-wide CASSC

4. **College-wide CASSC Calendar – Academic Year 2003/2004**

David Brubeck presented the CASSC calendar for 2003/2004. Meetings are scheduled for the second Tuesday of the month except for the January and May meetings.* These meetings were rescheduled to meet on the third Tuesday of the month given that it was the beginning of the semesters (Spring and Summer). No meetings are scheduled for July or August.

College-wide CASSC Schedule

- September 9, 2003
- October 14, 2003
- November 11, 2003
- December 9, 2003
- January 20, 2004*
- February 10, 2004
- March 9, 2004
- April 13, 2004
- May 18, 2004*
- June 8, 2004
- No Meeting in July or August

5. **Placement Criteria Document**

Armando Ferrer presented the revised Placement Criteria Document for 2003-2004 which included the feedback provided by College-wide CASSC at the April 8th meeting.

6. **Nursing Curriculum**

Susan Kah introduced Frances Aronovitz who presented the proposed curriculum changes in the A.S. Degree Nursing Programs.

Change Course Number

<u>Course</u>		<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
<u>Abbr. No.</u>	<u>Course Title</u>			
NUR 1060	Adult Health Assessment	2	4	
TO:				
NUR 1060C				2003-1

Credits: Lecture 2 Lab 0 Total 2 Credits
 To
 Credits: Lecture 1 Lab 1 Total 2 Credits

Change Credits (Increase)

<u>Course</u>		<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
<u>Abbr. No.</u>	<u>Course Title</u>			
NUR 2211L	Advanced Med.-Surg Nursing Lab	2	4	
TO:		3		2003-1

Clock Hours /Wk: Increased from 6 to 9

Change Credits (Decrease)

<u>Course</u>				<u>Eff.</u>
<u>Abbr. No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Term</u>
NUR 2810C	Professional Nursing Leadership	5	4	
TO:		4		2003-1
Credits: Lecture 2	Lab 3	Total 5 Credits		
To				
Credits: Lecture 1	Lab 3	Total 4 Credits		

**UNANAMOUS
 APPROVAL**

7. **Faculty Advisement Handbook**

Madeline Pumariega distributed a draft of the Miami-Dade Community College Faculty Advisement Handbook 2003-2004 (Attachment A). The handbook will be completed by August 1, 2003. Each faculty member will receive a copy of the handbook. The handbook will be on-line and updated as needed.

The Faculty Advisement Handbook draft will be electronically distributed to the members of College-wide CASSC for further review. Comments should be electronically submitted to Madeline Pumariega as soon as possible, or brought back to the June 10th College-wide CASSC meeting.

8. **Web-based Assistance Sub-Committee**

(Sub-committee of the Research and Testing Committee)

Ian Cobham presented an update on the Web-based Assistance Subcommittee including the make-up of the college-wide membership. The main charge of the sub-committee was to develop a website that would give students assistance in preparing for the CPT and CLAST examinations. The sub-committee located existing resources on each campus and examined software from four companies that could be used in helping students in preparing for the CPT and the CLAST. The findings and recommendations will be presented to the Research and Testing on May 21, 2003.

The committee website was demonstrated. To preview the website, the address is <http://webftp/clast>.

9. **Dr. Lukenbill's Updates**

Welcome

The new Academic and Student Deans were welcomed as members of the Council along with the elected/appointed members attending the meeting, who will begin their term of service in September, 2003.

Web-based Assistance Sub-Committee

The accomplishments of the subcommittee were acknowledged. The website which is currently a work in progress will be a source of great help for students in preparation for taking the CPT and CLAST examinations.

Budget

This year will be a grim year for funding as the Legislature has proposed a \$22 million cut to the community college system. Next year will almost surely be worse. The Senate recognizes the increased needs in education but the indications are that the House position of "no" new revenues will prevail. These cuts come after severe under-funding for the past few years. M-DCC's enrollment has increased by 20 percent during this time, but the College has not received funding for these students. The funding situation could impact our "Open Door" policy, New World School of the Arts, the new baccalaureate degree programs, and other areas at the College. Increased funding is necessary to support "students first" and growth. The College is required to have a budget in place by July 1, 2003.

Dual Enrollment

The Dual Enrollment Program has been extended over the summer to rising 10th graders who meet the eligibility criteria of 3.0 G.P.A. and pass the appropriate sections of the C.P.T. The intention is to attract a number of good students who would have normally taken this program in Miami-Dade County Public Schools (M-DCPS) and now find themselves without a summer program. M-DCPS has sent letters to approximately 18,000 students' homes with information concerning the summer Dual Enrollment Program offered by M-DCC college-wide except at the Medical Center Campus. Students who meet the eligibility criteria will greatly benefit from this strong summer program while receiving college and high school credit.

Honors College

The Honors College which is currently housed at Wolfson Campus will expand to North and Kendall Campuses in the Fall term (2003-1). This program needs continued support in its expansion effort.

Baccalaureate Degree Programs in Education

The baccalaureate degree programs in education are scheduled to be implemented in the Fall term (2003-1), and will address the critical teacher shortage in South Florida. The delivery of new teachers will address a great community need.

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Southern Association of Colleges and Schools (SACS)

Gina Cortes-Suarez is overseeing the SACS accreditation activities. The SACS review committee has scheduled a site visit at the College in October, 2004. The reaffirmation will be in 2005.

College-wide CASSC

CASSC members were complimented for their work and accomplishments. The CASSC has carefully reviewed and critiqued the curriculum proposals and has supported other initiatives. In the coming year, however, some discussions concerning broad academic issues will be scheduled, as the College continues to review its effectiveness. The College needs input from as many faculty and administrators as possible as it develops its strategic plan for the future.

The meeting was adjourned at 2:55 p.m.

College-wide CASSC Schedule

June 10, 2003

1:30 p.m.

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**