

COLLEGE-WIDE ACADEMIC AND STUDENT SUPPORT COUNCIL
TUESDAY, DECEMBER 7, 2004
MEDICAL CENTER CAMPUS – ROOM 1175 – 1:30 P.M.
MINUTES

CHAIR: Floyd Pittman

MEMBERS PRESENT:

Akwasi Agyeman	Jose Aragon
Michael Arminio	Jose Bahamonde
Helen Bhagwandin	Toni Bilbao
Ken Boos	Maribel Doll
Armando Ferrer	Dwayne Hunt
Michael Kaldor	Ece Karayalcin
Deborah Keeler	Henry Lares
Patricia Lassiter	Sean Madison
Carol Miller	Marlene Morales
Bryant Muriel	Neil Olsen
Lourdes Oroza	Nelson Pena
Lourdes Perez	Madeline Pumariega
Penny Roache	Leslie Roberts
Herbert Robinson	George Salinas
Dwight Smith	Erie Wilson

MEMBERS ABSENT:

Maria Alvarez	(Sent Notification)
Malou Harrison	(Substitute Erie Wilson)
Karen Hays	(Substitute George Salinas)
Gail Hawks	(Sent Notification)
Harry Hoffman	(Substitute Ken Boos)
Magdalena Lamarre	(Sent Notification)
Clyde Pfleegor	
Pavlov Rameau	
Maria Ricci	(Sent Notification)
Nelson Santiago	(Sent Notification)
Caudia Segovia	(Sent Notification)
Lucy Spence	(Sent Notification)
Ernesto Valdes	(Sent Notification)

PRESENTER: Maria Chelala
Rene Garcia
Marlene Morales
Melinda Prague

GUEST: Jan Gordillo

RESOURCE: Julian Chiu
Mollie DeHart

RECORDER: Carol McAlister

1. **Call to Order**
Floyd Pittman called the meeting to order.
 2. **Recognition**
Floyd Pittman thanked Leslie Roberts for chairing the November 9th College-wide CASSC Meeting while he was attending the League for Innovation Conference.
 3. **Approval of the November 9, 2004 College-wide CASSC Minutes**
The minutes of the November 9, 2004 College-wide CASSC Meeting were approved with a modification on page 2 (Introduction) Marie Ricci to Maria Ricci.
 4. **Introductions**
Floyd Pittman introduced Carol Miller and Bryant Muriel who were appointed to serve on College-wide CASSC. Carol Miller is the replacement for Susan Kah who was appointed Interim President at Medical Center Campus. Bryant Muriel was appointed to serve as the student representative on College-wide CASSC for academic year 2004-2005. Bryant is a North Campus student enrolled in the Honors College.
 5. **School of Education Curriculum**
Dwight Smith provided clarification of the School of Education curriculum packet sent to the CASSC members and placed on the agenda for today's meeting. In June, 2003, College-wide CASSC approved programs in the School of Education. The Department of Education reviewed what was proposed by the College and recommended several changes to the courses in the programs. The curriculum packet is in response to the recommendations from the Department of Education regarding specific courses within the approved programs.

Leslie Roberts introduced Maria Chelala, the Director of the School of Education, and Melinda Prague and Marlene Morales, professor's in the School of Education.
- (a.) Maria Chelala presented the following background information:

BACKGROUND

- **PUBLIC DEMAND FOR SCHOOL REFORM**
Low student achievement
- **VARIOUS RESPONSES/POLICIES**
Curriculum reform
Parental involvement
School-based management
School accountability – high-stakes testing
Improve teacher quality
Accountability for Colleges of Education

SCOPE OF TEACHER EDUCATION

- Florida Teacher Certification Exam Competencies & Skills
- Sunshine State Standards
- Subject Matter Content Standards
- National associations for content teachers and for teacher educators
- Florida Educator Accomplished Practices (FEAPs)

MDC'S BACCALAUREATE PROGRAM APPROVAL

- Application to CEPRI October 2001
- Florida Board of Education approval May 2002
- SACS application approval December 2002
- SACS visit October 2003
- SACS approval June 2004
- Application for State approval for teach education programs 2004; resubmitted October 004
- National accreditation

PROGRAMS

- Exceptional Student Education
- Secondary Mathematics Education
- Secondary Science Education
 - Biology Concentration
 - Chemistry Concentration
 - Earth/Space Science Concentration
 - Physics Concentration

CURRICULUM DEVELOPMENT

- Program began Fall 2003
- CASSC approval March 2003
- Refinement with consultation of K-12 and universities
- Teams of MDC Faculty Developed Curriculum
Core Education, Math, and Science
Summer 2002

STATE OF FLORIDA TEACHER EDUCATION PROGRAM APPROVAL

- Final Approval – April 2005
- Site Visit – March 2005
- Second Review – December 2004
- Response – October 2004
- Feedback – June 2004
- Folio Review – May 2004
- Submit Folios – March 2004
- Develop Curriculum – Beginning Summer 2002

FEEDBACK FROM PROGRAM REVIEW

- Missing expertise of math teacher educators and science teacher educators for grades 6-12
- Need greater infusion of technology across curriculum in math education and science education programs
- Programs must assure students demonstrate behavioral indicators for FEAPs

- (b.) Melinda Prague and Marlene Morales presented the following curriculum revisions requested by the School of Education to improve alignment with state and federal requirements:

MDC RESPONSE: CURRICULUM REVISIONS FOR BETTER ALIGNMENT WITH STATE AND FEDERAL REQUIREMENTS

CHANGES TO EXCEPTIONAL STUDENT EDUCATION

- * OLD EEX 4940 Student Teaching K-5 Setting (6 Credits)
EEX 4941 Student Teaching 6-12 Setting (6 Credits)
- * NEW EEX 4940 Student Teaching (12 Credits)
- Rationale: Consultant recommendation to provide state required classroom time during internship.

CHANGES TO SECONDARY MATHEMATICS EDUCATION

* OLD EEX 3010 Nature and Needs of Exceptional Students K-12 (3 Credits)
Not Required

* NEW EEX 3010 Nature and Needs of Exceptional Students K-12 (3 Credits)
Required

Rationale: State and Federal requirement of greater inclusion of exceptional students within the regular classroom.

CHANGES IN SECONDARY MATHEMATICS EDUCATION

* OLD MAE 3651 Technology in the Mathematics Classroom (2 Credits)

* NEW MAE 4330 Instructional Methods in Secondary Mathematics Using Technology (3 Credits)
Integration of technology into other methods courses

Rationale: State review recommendation and consultant recommendation to incorporate technology in teaching methods courses.

* OLD MAE 3330 Problem Solving in Secondary School Mathematics (1 Credit)

MAE 3331 Teaching Secondary School Geometry (3 Credits)

MAE 3332 Teaching Secondary School Algebra (3 Credits)

* NEW MAE 3320 Interactive Middle School Mathematics Projects (3 Credits)

MAE 4641 Applied Research in Teaching and Learning Mathematics (3 Credits)

Rationale: State recommendation to include middle school methods and learning theory in teaching mathematics.

* OLD MAE 4949 (9 Credits)

* NEW MAE 4945 (12 Credits)

Rationale: Consultant recommendation to provide state required classroom time during internship.

CHANGES TO SECONDARY SCIENCE EDUCATION

* OLD EEX 3010 Nature and Needs of Exceptional Students K-12 (3 Credits) NOT REQUIRED

* NEW EEX 3010 Nature and Needs of Exceptional Students K-12 (3 Credits) REQUIRED

Rationale: State and Federal Requirements of greater inclusion of exceptional students within the regular classroom.

* OLD SCE 4944 (9 Credits)

* NEW SCE 4945 (12 Credits)

Rationale: Consultant recommendation to provide State required classroom time during internship.

Following the School of Education curriculum presentation by Melinda Prague and Marlene Morales, there was a lengthy discussion regarding the proposed curriculum changes. Leslie Roberts explained that these are state recommended changes in response to the recommendations from the Department of Education.

Michael Kaldor asked if the curriculum had gone before the math discipline committee. Leslie Roberts explained that the courses had not been reviewed by the math discipline committee, but were reviewed by the education faculty. The curriculum has not gone before the mathematicians. Melinda Prague explained that these changes are state mandated changes and further explained that the recommendations are not only for MDC but for all state teacher programs.

Deborah Keeler asked if the state recommendations were mandates or simply recommendations. Toni Bilbao explained that when the state makes recommendations, which often come on a yearly basis, it is advised that the recommendations be followed to maintain program certification and employability of students.

Maria Chelala reassured the council members that the intentions are to work with the collaboration and input of all discipline committees. She stressed that everyone should be proud of the accomplishments to date within the School of Education.

Another issue addressed by Michael Kaldor concerned the development of the proposed courses, who the consultants were, and the background of the consultants. For example, he asked if the consultants who made the physics, math, and biology recommendations had in-field knowledge. Leslie Roberts replied that the consultants, who were not identified, had been through prior successful program reviews.

Michael Kaldor requested that the minutes reflect that the Council is voting only on the education curriculum. He also explained that there are changes that are proposed or will be proposed in science, and that the changes have not been before the curriculum committee or discipline. He also requested that the minutes reflect that he would like to know who the consultants are.

(1) **CHANGE EXISTING PROGRAM**

B.S. Secondary Biology Change Credit Requirements from 123 to 129

NEW COURSE

<u>Course</u>				<u>Eff.</u>
<u>Abr. No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Term</u>
SCE 4945	Student Teaching/Student Internship-Science	12	1,2,3,4,6	2004-2

Course Description: This course requires a pre-service teacher to demonstrate professional competencies during one semester of full day internship in a public school.

Courses to be Added: EEX 3010 3 Credits Major Course Requirement
Nature and Needs of Exceptional Students K-12

SCE 4945 12 Credits Major Course Requirement
Student Teaching/Student Internship – Science

Course to be Deleted: SCE 4944 9 Credits Major Course Requirement

**APPROVED
23 IN FAVOR
5 OPPOSED
2 ABSTAINED**

(2) **CHANGE EXISTING PROGRAM**

B.S. Secondary Chemistry Change Credit Requirements from 121 to 127

Courses to be Added: EEX 3010 3 Credits Major Course Requirement
Nature and Needs of Exceptional Students K-12

SCE 4945 12 Credits Major Course Requirement
Student Teaching/Internship – Science

Course to be Deleted: SCE 4944 9 Credits Major Course Requirement

**APPROVED
23 IN FAVOR
5 OPPOSED
2 ABSTAINED**

(3) **CHANGE EXISTING PROGRAM**

Change Program Title From: B.S. Secondary Earth Science
To: B.S. Secondary Earth/Space Science

B.S. Secondary Earths/Space Science Change Credit Requirements from 123 to 129

Courses to be Added: EEX 3010 3 Credits Major Course Requirement
Nature and Needs of Exceptional Students K-12

SCE 4945 12 Credits Major Course Requirement
Student Teaching/Student Internship-Science

Course to be Deleted: SCE 4944 9 Credits Major Course Requirement

**APPROVED
23 IN FAVOR
5 OPPOSED
2 ABSTAINED**

(4) **CHANGE EXISTING PROGRAM**

B.S. Secondary Physics Change Credit Requirements from 120 to 126

Courses to be Added: EEX 3010 3 Credits Major Course Requirement
Nature and Needs of exceptional Students K-12

SCE 4945 12 Credits Major Course Requirement
Student Teaching/Student Internship-Science

Course to be Deleted: SCE 4944 9 Credits Major Course Requirement

**APPROVED
23 IN FAVOR
5 OPPOSED
2 ABSTAINED**

(5) **CHANGE EXISTING PROGRAM**
B.S. in Exceptional Student Education K-12

Change Existing Course Credits & Title

<u>Course</u>				<u>Eff.</u>
<u>Abr. No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Term</u>
EEX 4940	Student Teaching/Exceptional Student Internship K-5 Setting	6	1,2,3,5,6	
	TO			
	Student Teaching/ Exceptional Student Internship & Seminar	12		2004-2

Course Description: This course requires a pre-service teacher to demonstrate professional competencies during one semester of full day internship in a public school.

Course to be Added: EEX 4949 12 Credits Major Course Requirement
Student Teaching/Exceptional Student Internship K-12 Setting

Course to be Deleted: EEX 4941 6 Credits

**APPROVED
28 IN FAVOR
2 OPPOSED
0 ABSTAINED**

(6) **CHANGE EXISTING PROGRAM**
B.S. Secondary Mathematics Change Credit Requirements from 123 to 129

NEW COURSES

<u>Course</u>				<u>Eff.</u>
<u>Abr. No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Term</u>
MAE 3320	Interactive Middle School Mathematics Projects	3	1,2,3,5,6	2004-2

Course Description: In this course students learn principles of effective lesson planning, curriculum design and assessment. Students apply these principles by designing lesson plans, evaluating learning materials and resources, exploring a variety of teaching strategies to accommodate diverse needs and

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developing interactive mathematics curriculum projects for middle school students. The course addresses specific Sunshine State Standards, subject matter competencies, and pedagogy pertinent to the discipline and required for certification. Prerequisite: MAC 2312 or department permission.

<u>Course</u>				<u>Eff.</u>
<u>Abr. No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Term</u>
MAE 4330	Instructional Methods in Secondary Mathematics Using Technology	3	1,2,3,5,6	2004-2

Course Description: This course addresses the required instructional methods, techniques, strategies, resources, and assessment considerations for effective teaching of secondary mathematics and includes a practicum requiring an additional 40 hours in a secondary mathematics classroom. It also incorporates appropriate technology to support the learning of mathematics. This course addresses specific Sunshine State Standards, subject matter competencies and pedagogy pertinent to the discipline and required certification. Prerequisite: MAC 2312 or department permission.

<u>Course</u>				<u>Eff.</u>
<u>Abr. No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Term</u>
MAE 4641	Applied Research in Teaching & Learning Mathematics	3	1,2,3,5,6	2004-2

Course Description: This course evaluates and applies research-based evidence of cognitive and affective factors that impede or enhance learning (e.g., learner characteristics, what makes learning a particular concept difficult, and teaching methodologies for specific content areas) to the teaching of mathematics. It includes pedagogical reflection, problem solving, active learning strategies, physical and visual materials, print and electronic resources and effective questioning and communicating. This course addresses specific Sunshine State Standards, subject matter competencies and pedagogy pertinent to the discipline and required for certification. Prerequisites: EDF 3214 and MAC 2312 or department permission.

Credit Change - Existing Course

<u>Course</u>				<u>Eff.</u>
<u>Abr. No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Term</u>
MAE 4945	Student Teaching in Secondary Mathematics	9 TO 12	1,2,3,5,6	2004-2

Course Description: This course requires a pre-service teacher to demonstrate professional competencies during one semester of full day internship in a public school.

Courses to be Added:

EEX 3010 3 Credits Major Course Requirement
Nature and Needs of Exceptional Students K-12

MAE 3320 3 Credits Major Course Requirement
Interactive Middle School Mathematics Projects

MAE 4330 3 Credits Major Course Requirement
Instructional Methods in Secondary Mathematics Using
Technology

MAE 4641 3 Credits Major Course Requirement
Using Research in Teaching & Learning Mathematics

Courses to be Deleted:

MAE 3651 2 Credits Major Course Requirement
Teaching in Mathematics Classrooms

MAE 3330 1 Credit Major Course Requirement
Problem Solving in Secondary School Math

MAE 3331 3 Credits Major Course Requirement
Teaching Secondary School-Geometry

MAE 3332 3 Credits Major Course Requirement
Teaching Secondary School Algebra

**APPROVED
23 IN FAVOR
5 OPPOSED
2 ABSTAINED**

Michael Kaldor requested that the minutes reflect that all the “OPPOSED” and “ABSTAINED” votes on the science curriculum were from faculty members.

6. **Program Review Process Design Team**

Dwight Smith said he would like to provide clarification of the message he relayed at the November 9, 2004 College-wide CASSC Meeting concerning the Program Review Process Design Team. The role of the Program Review Process Design Team is to design a process for program review. Various aspects of the program review process are in place and will be reviewed, as well as reviewing what has occurred in the past. Members of the CASSC Coordinating Committee, CASSC members and Academic Deans will serve on the Program Review Process Design Team. This group will not be responsible for the actual program review. The first meeting of the team will be scheduled in spring and the item of the design of the “Program Review Process” will come back to College-wide CASSC for further discussion and review.

7. **Innovations in Student Services**

Rene Garcia presented an Innovations in Student Services update. Innovations in Student Services supports innovative projects, primarily in the area of recruitment and retention that can be institutionalized into the College when effective. Proposals are reviewed via a competitive process. There is a committee with representatives from each campus that is responsible for the review of all the proposals submitted via an established protocol. To date, there has been three funding cycles with 385 proposals submitted from all campuses involving over 200 individuals. A total of 78 proposals have been funded.

- (22 in the first round)
- (28 in the second round)
- (28 in the third round)

Tentatively, there will be a fourth round of funding sometime in spring term.
Following are the top ten funded proposals by topic and target group:

**NUMBER OF
PROGRAMS**

8	Students in Mathematics
8	Career Plan for Students
7	College Prep Students
5	Orientation for Students
5	Orientation for Students
4	Increasing Program Completers
3	Retaining Students in Good Standing
3	Recruiting Non-traditional Students
3	Using the Web for Recruitment & Retention
3	Developing Ties Among and with Students

Following is a list of descriptions of selected programs:

- A Wireless System for Off-Campus Registration
- Utilizing an E-Portfolio to Improve Student Success
- Translating the Student Services Web Pages in Creole & Spanish
- I Want To Go To College – The Game
- Student Leadership Development Series
- Using the Chamber of Commerce for Recruitment
- Improving Pass Rate in MAT 0020
- Retention of Pre-Select Students in Nursing

8. **Announcements**

Armando Ferrer reminded the members to encourage students, friends, family, etc. to register for classes as soon as possible.

The meeting was adjourned at 2:40 p.m.

College-wide CASSC Calendar Schedule

2004-2005

September 14, 2004	Room 2106	Wolfson Campus
October 12, 2004	Room 2106	Wolfson Campus
November 9, 2004	Room 1175	Medical Center Campus
December 7, 2004	Room 1175	Medical Center Campus
January 11, 2005	Cancelled	

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February 8, 2005	Room 1175	Medical Center Campus (General Education Proposal)
March 8, 2005	Room 2106	Wolfson Campus (General Education Proposal)
April 12, 2005	Room 2106	Wolfson Campus
May 17, 2005	Room 3208-09	Wolfson Campus
June 14, 2005	Room 2106	Wolfson Campus
July, 2005	No Meeting	
August, 2005	No Meeting	

CASSC INFORMATION & CURRICULUM FORMS

This information is on the web.

GO to the MDC Home Page.

1. Click directly on “EMPLOYEES” link
2. “EMPLOYEES” window will open.
Look at the left column and click on ‘DEPARTMENTS & ORGANIZATIONS’
3. Choose and click directly on the “CASSC” link.
All CASSC information including the Curriculum Forms and CASSC Feedback Form can be found here.