

**COLLEGE-WIDE ACADEMIC AND STUDENT SUPPORT COUNCIL**  
**TUESDAY, JUNE 14, 2005**  
**WOLFSON CAMPUS – ROOM 2106 – 1:30 P.M.**  
**MINUTES**

**ACTING CHAIR:** Sean Madison

<b>MEMBERS PRESENT:</b>	Jose Aragon	Helen Bhagwandin
	Alan Berkey	Toni Bilbao
	Maribel Doll	Armando Ferrer
	Malou Harrison	Dwayne Hunt
	Michael Kaldor	Larry LaClair
	Curtis McKinney	Alan McPhee
	Carol Miller	Beverly Moore-Garcia
	Neil Olsen	Lourdes Oroza
	Nelson Pena	Lourdes Perez
	Madeline Pumariega	Penny Roache
	Leslie Roberts	Herbert Robinson
	Nelson Santiago	Dwight Smith
	Mervyn Solomon	Ernesto Valdes

<b>MEMBERS ABSENT:</b>	Akwasi Agyeman	(Alan McPhee/Substitute)
	Maria Alvarez	
	Michael Arminio	(Curtis McKinney/Substitute)
	Jose Bahamonde	(Sent Notification)
	Gail Hawks	(Sent Notification)
	Karen Hays	(Alan Berkey/Substitute)
	Ece Karayalcin	(Sent Notification)
	Deborah Keeler	(Mervyn Solomon/Substitute / Deborah Keeler on PDL)
	Magdalena Lamarre	(Sent Notification)
	Henry Lares	(Sent Notification)
	Patricia Lassiter	(Sent Notification)
	Isabel Marinas	(Sent Notification)
	Marlene Morales	(Sent Notification)
	Bryant Muriel	
	Clyde Pfleegor	(Larry LaClair/Substitute)
	Melinda Prague	(Sent Notification)
	Maria Ricci	
	Claudia Segovia	
	Lucy Spence	(Sent Notification)

**PRESENTERS:** Gil Delaney  
Norma Martin Goonen  
Marjan Mazza  
Tom Meyer  
Tim Schmelzer

**RESOURCE:** Julian Chiu  
Mollie DeHart

**RECORDER:** Carol McAlister

1. **Call to Order**  
Sean Madison called the meeting to order.
2. **Approval of the May 17, 2005 College-wide CASSC Minutes**  
The minutes of the May 17, 2005 College-wide CASSC Meeting were approved as submitted.
3. **Dr. Goonen's Update**  
*Provost's Symposium*  
Professor John Tagg was at Miami Dade College on June 2<sup>nd</sup> and 3<sup>rd</sup> during which time he visited Kendall Campus, Wolfson Campus and North Campus. Professor Tagg met with academic administrators, and faculty from the ESL, College Prep, Speech and English Discipline Committees. Feedback from Professor Tagg's visit has been positive.

The Provost's Symposium series will continue in fall when faculty return. The purpose of this series is to meet with faculty and academic administrators.

*Approved Placement Criteria Document for 2005-2006 (ATTACHMENT I)*

The Placement Criteria Document for 2005-2006 was presented to the Executive Committee today, June 14<sup>th</sup>, with an implementation date of June 17, 2005. The document was approved with the following changes:

1. The new ACT and SAT subtests are not used for placement purposes, but the Honors College will use the increased combined SAT score (1,800) if the test date is on or after March 2005 (page 2).
2. Faculty may recommend supplemental services based on a required writing sample (pages 2 & 3).
3. Students who have not yet satisfied college preparatory reading and writing requirements may not enroll in any Gordon Rule course, except mathematics. Students may select from a list of courses maintained by the Academic Advisement office and approved by the pertinent academic department, for co-enrollment with college-prep courses (page 3)
4. An algebra score in the range of 90-120 without a college-level mathematics subtest score of 40 or higher places a student in MAT 1033 (page 3).

5. A TOEFL chart, which includes the new internet-based TOEFL and a Course Placement Guide for EAP Writing have been added to the section for Students with Limited English Proficiency. In addition, the Course Placement Guide for ACT-ESL has been revised to reflect adjusted placement levels for each of the score areas (pages 4 & 5).
6. Section IV. Procedures for Testing and Placement Criteria for Adult General Education Programs has been updated to conform with the State's new testing requirements as follows: Adult Basic Education and General Education Development – Usage of TABE Survey, Level D (page 6), Adult and Vocational English for Speakers of Other Languages (ESOL and VESOL) – Usage of a new exam (CASAS) and guides for placement (pages 7 & 8). Note: These procedures have been in effect since the 2004-2 Spring Term.

4. **School of Aviation Curriculum**

Sean Madison introduced Marjan Mazza, Chair for the School of Aviation.

(1) **CURRICULUM-AVIATION ADMINISTRATION**

Marjan Mazza introduced Tim Schmelzer who presented the Aviation Administration A.S. Degree Revisions.

**AVIATION ADMINISTRATION A.S. DEGREE (64 Credits)**

**CHANGE EXISTING PROGRAM**

**Effective 2005-1**

**Courses to be Added**

ATT 1100	3 Credits	Major Course Requirement
ATF 1601L	1 Credit	Major Course Requirement
AVM 1520	3 Credits	Elective

**Courses to be Deleted**

AVM 1520	3 Credits	Major Course Requirement
CGS 1060	4 Credits	Major Course Requirement

**Delete** the requirement for students to take CGS 1060, Introduction to Microcomputers (4 Credits), as a core requirement. Insert standard computer competency statement seen below:

**Computer Competency**

By the 16<sup>th</sup> earned college level credit (excluding EAP and College Preparatory courses), a student must take the Computer Competency Test and pass

Or

By the 31<sup>st</sup> earned college level credit (excluding EAP and college preparatory courses) a student must pass CGS 1060, an equivalent continuing education or vocational credit course or retest with a passing score on the Computer Competency Test.

<b><u>Modified MDC Aviation Administration Program</u></b>		<b>64 Credits</b>
<b><u>First Term</u></b>	<b><u>13 Credits</u></b>	<b><u>Credits</u></b>
AVM 2431	Aviation Customer Service	3 Credits
AVM 1010	Aviation Industry Operations	3 Credits
ENC 1101	English Composition 1	3 Credits
ATT 1100	Private Pilot Theory ( <b>Add</b> )	3 Credits
ATF 1060L	Flight Orientation Lab ( <b>Add</b> )	1 Credit
<b><u>Second Term</u></b>	<b><u>15 Credits</u></b>	
AVM 2410	Principles of Airport Management	3 Credits
PPE 1005	Psychology of Personal Effectiveness	3 Credits
AVM 2441	Aviation Safety & Human Factors	3 Credits
ATT 2820	Introduction to Air Traffic Control	3 Credits
MAC 1105	College Algebra	3 Credits <b>OR</b>
MET 1010	Introduction to Weather	3 Credits
<b><u>Third Term</u></b>	<b><u>12 Credits</u></b>	
AVM 2510	Airline Management	3 Credits
ASC 2320	Aviation Laws & Regulations	3 Credits
ASC 1210	Aviation Meteorology	3 Credits
SPC 1026	Critical Thinking/Ethics	3 Credits
<b><u>Fourth Term</u></b>	<b><u>12 Credits</u></b>	
AVM 1022	Flight Operations	3 Credits
AVM 2515	Airline Marketing	3 Credits
PHI 2604	Critical Thinking	3 Credits
AVM 1440	Aviation/Airport Security ( <b>Add</b> )	3 Credits
 <b><u>Major Course Electives - 12 Credits Required</u></b>		
ASC 1010	Aerospace History	3 Credits
ASC 1550	Aerodynamics	3 Credits
ATF 1100	Private Pilot Flight	3 Credits
ATT 2821	ATC Radar Operations	3 Credits
ATT 2822	VFR Tower Operations	3 Credits
ATT 2823	ATC Non-Radar Operations	3 Credits
AVM 1062	Aviation Career Planning	1 Credit
AVM 1121	Hazardous Materials & Dangerous Goods	3 Credits
AVM 1520	Airline Reservations ( <b>Add</b> )	3 Credits
AVM 1949	Co-op Work Experience/Internship 1	3 Credits
AVM 2120	Air Cargo	3 Credits
AVM 2412	Airport Facilities & Financial Planning	3 Credits
AVM 2949	Co-op Work Experience/Internship 2	3 Credits

**Computer Competency**

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Or

By the 31<sup>st</sup> earned college level credit (excluding EAP and college preparatory Courses) a student must pass CGS 1060, an equivalent continuing education or vocation credit course or retest with a passing score on the Computer Competency Test.

**CHANGE EXISTING COURSES**

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
ATF 1601L	Flight Orientation/Simulator	3	1,2,3,5,6	
	<b>TO</b>			
	Flight Orientation Lab	1		2005-1

**Course Description:** This course will provide the student with an introduction to the environment of operating an aircraft from a pilot’s point of view. It is designed to provide this knowledge to those students such as Air Traffic Control and Aviation Administration students who have no previous piloting experience. Ten hours of simulator flight training is required for completion of this course. A special fee is required for this course.

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
ATT 1100	Private Pilot Theory	4	1,2,3,5,6	
	<b>TO</b>	3		2005-1

**Course Description:** This course introduces basic subjects pertaining to pilot knowledge including: basic aircraft systems, aircraft operation and performance, aerodynamic principles, human factors, and aeronautical decision making. When this course is taken concurrently with ASC 1120, it will prepare students for the FAA (Federal Aviation Administration) Private Pilot Knowledge Examination and allow them to take the FAA exam (IAP 047) upon completion of the course. This course meets the requirements of FAR part 141 for a ground school for the FAA Private Pilot Certificate.

Corequisite: ASC 1210

**UNANIMOUS  
 APPROVAL  
 26 IN FAVOR  
 0 OPPOSED**

**(2) Curriculum-Professional Piloting Technology**

Marjan Mazza introduced Gil Delaney who presented the Professional Piloting Technology A.S.Degree revisions.

**MDC PROFESSIONAL PILOT A.S. DEGREE (64 Credits)**

**CHANGE EXISTING PROGRAM**

**Effective 2005-1**

**Courses to be Added**

ASC 1120	3 Credits	Major Course Requirement
ATF 2501	3 Credits	Major Course Requirement
ATT 2131	3 Credits	Major Course Requirement
ATT 2823	3 Credits	Elective

**Courses to be Deleted**

ATF 2300	1 Credit	Major Course Requirement
ATF 2501L	1 Credit	Elective
ATT 2133	2 Credits	Major Course Requirement
AVM 1062	1 Credit	Major Course Requirement
AVM 2431	3 Credits	Elective
CGS 1060	4 Credits	Elective

**Modified MDC Professional Pilot Program**

**64 Credits**

**First Term**

**15 Credits**

**Credits**

ASC 1120	Private Pilot Applications ( <b>Add</b> )	3 Credits
ASC 1210	Aviation Meteorology	3 Credits
AFT 1100	Private Pilot Flight	3 Credits
ATT 1100	Private Pilot Theory ( <b>Changed</b> )	3 Credits
ENC 1101	English Composition 1	3 Credits

**Second Term**

**15 Credits**

**Credits**

PPE 1005	Psychology of Personal Effectiveness	3 Credits
ASC 1550	Aerodynamics	3 Credits
ASC 1610	Aircraft Engines & Structures	3 Credits
ATT 2110	Commercial Pilot Theory	3 Credits
SPC 1026	Fundamentals of Speech	3 Credits

**Third Term**

**19 Credits**

**Credits**

ASC 2470	Psychology/Psychology of Flight	3 Credits
ASC 2670	Aircraft Systems	3 Credits
ATF 2200	Instructional Pilot Flight	3 Credits
ATT 2120	Instrument Pilot Theory	4 Credits
ATF 2210	Commercial Flight	3 Credits
MAC 1105	College Algebra	3 Credits

**Fourth Term**

**6 Credits**

**Credits**

ATT 2820	Introduction to Air Traffic Control	3 Credits
PHI 2604	Critical Thinking/Ethics	3 Credits

<u>Electives</u>	<u>9 Credits Required</u>	<u>Credits</u>
ATF 2501	Flight Instructor Flight ( <b>Add</b> )	3 Credits
ATT 2131	Flight Instructor Theory ( <b>Add</b> )	3 Credits
ATT 2660	Regional Airline Operations	3 Credits
ATT 2821	ATC Radar Operations	3 Credits
ATT 2823	ATC Non-Radar Operations ( <b>Add</b> )	3 Credits

**Computer Competency**

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**Or**

By the 31<sup>st</sup> earned college level credit (excluding EAP and college preparatory courses), a student must pass CGS 1060, an equivalent continuing education or vocational credit course or retest with a passing score on the Computer Competency Test.

**ADD NEW COURSE**

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
ASC 1120	Private Pilot Applications	3	1,2,3,5,6	2005-1

**Course Description:** This course, together with ATT 1100, provides the basic knowledge needed by students in the Professional Piloting Technology program. The two courses must be taken concurrently by students majoring in the Professional Piloting Technology program. The areas of study include: aircraft preflight, the planning and preparations prior to flight, airport operations, airspace, Federal Aviation Regulations, flight information publications, air navigation, cross country navigation, radio navigation, and flight safety. When this course is taken simultaneously with ATT 1100, it will prepare students for the FAA (Federal Aviation Administration) Private Pilot Knowledge Examination and allow them to take the FAA exam (IAP 047) upon completion of the course. Corequisite: ATT 1100, ASC 1210

**CHANGE EXISTING COURSE**

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
ATT 1100	Private Pilot Theory	4	1,2,3,5,6	
	<b>TO</b>	3		2005-1

**Course Description:** This course introduces basic subjects pertaining to pilot knowledge including: basic aircraft systems, aircraft operation and performance, aerodynamic principles, human factors, and aeronautical decision making. When this course is taken concurrently with ASC 1120, it will prepare students for the FAA (Federal Aviation Administration) Private Pilot Knowledge Examination and allow them to take the FAA exam (IAP 047) upon completion of the course. This course meets the requirements of FAR part 141 for a ground school for the FAA Private Pilot Certificate.

Corequisite: ASC 1210

**UNANIMOUS  
 APPROVAL**

**26 IN FAVOR  
0 OPPOSED**

**MODIFY EXISTING TRACK**

5. **TRANSLATION/INTERPRETATION STUDIES A.S. Degree**

**(1) English Spanish Track**

**MODIFY EXISTING TRANSLATION & INTERPRETATION STUDIES:**

**ENGLISH/SPANISH TRACK**

**EFFECTIVE 2005-1**

**Credits: From 66 to 63**

**Courses to be Added**

SPT 28XX	3 Credits	Major Course Requirements
SPT 28XX	3 Credits	Major Course Requirements

**Courses to be Deleted**

SPT 2809	3 Credits	Major Course Requirements
ENC 2106	3 Credits	Electives
LIT 2480	3 Credits	Electives
REA 1205	3 Credits	Electives
SPW 2010	3 Credits	Electives
MAN 1800	3 Credits	Electives
LIN 2670	3 Credits	Electives
AML 2020	3 Credits	Electives
SPN 2340	3 Credits	Electives
MGF 1106	3 Credits	Major Course Requirements

**Modify Translation & Interpretation Studies: English/Spanish Track**

**Major Course Requirements – 48 Credits Required**

SPT 2800	Introduction to Translation	3 Credits	
SPT 2810	Introduction to Interpretation	3 Credits	
SPT 2803	Legal Translation	3 Credits	Prerequisite SPT 2800
SPT 2815	Consecutive Interpretation	3 Credits	Prerequisite SPT 2810
SPT 2832	Financial & Business Translation	3 Credits	Prerequisite SPT 2800, 2803
SPT 2820	Computer-Assisted Translation	3 Credits	Prerequisite CGS 1060 or computer competency
SPT 2816	Simultaneous Interpretation Strategies	3 Credits	Prerequisite SPT 2810, SPT 2815 Corequisite SPT 2833
SPT 28XX	Medical Translation	3 Credits	Prerequisite SPT 2800, 2803
SPT 28XX	Medical Interpretation	3 Credits	Prerequisite SPT 2810, 2815 & 2816 (recommended)
SPT 2833	Court Interpreting Skills	3 Credits	Prerequisite SPT 2810, SPT 2815 Corequisite SPT 2816
SPN 2341	Spanish for Native Speakers 2	3 Credits	Prerequisite SPN 2340 or equiv.
SPN 2720	Contrastive Analysis Spanish/English	3 Credits	
ENC 1102	English Composition 2	3 Credits	Prerequisite ENC 1101 or equiv.
SPW 2020	Selected Readings in Latin Am. Lit.	3 Credits	
SPC 2600	Introduction to Public Speaking	3 Credits	
LIN 2605	Introduction to Sociolinguistics	3 Credits	

**Communications – 3 Credits Required**

ENC 1101 English Composition 1 3 Credits

**Oral Communications – 3 Credits Required**

SPC 1026 Fundamentals of Speech Communications 3 Credits

**Humanities – 3 Credits Required**

PHI 2604 Critical Thinking and Ethics 3 Credits

**Behavioral Science/Social Environment – 3 Credits Required**

PPE 1005 Psychology of Personal Effectiveness 3 Credits

**Mathematics/Science – 3 Credits Required**

Student may choose any college level math or Science listed to satisfy this requirement 3 Credits

**Computer Competency**

By the 16<sup>th</sup> earned college level credit (excluding EAP and college preparatory courses). A student **must** take the Computer Competency Test and **pass**

**Or**

By the 31<sup>st</sup> earned college level credit (excluding EAP and college preparatory courses), a student must pass CGS 1060, and equivalent continuing education or vocation credit course or retest with a passing score on the Computer Competency Test.

**MODIFY EXISTING TRANSLATION STUDIES:  
 ENGLISH/SPANISH COLLEGE CREDIT CERTIFICATE**

<b><u>Current Credits:</u></b>	30	<b><u>New Credits:</u></b>	30	<b><u>EFFECTIVE 2005-1</u></b>
<b><u>Courses to be Added</u></b>				
SPT 28XX	3 Credits			Major Course Requirement
SPT 2810	3 Credits			Major Course Requirement
SPN 2720	3 Credits			Major Course Requirement
<b><u>Courses to be Deleted</u></b>				
MAN 1800	3 Credits			Elective
ENC 2106	3 Credits			Elective
LIT 2480	3 Credits			Elective
REA 1205	3 Credits			Elective
SPW 2010	3 Credits			Elective
SPN 2720	3 Credits			Elective
LIN 2670	3 Credits			Elective
ENC 1101	3 Credits			Elective
SPN 2340	3 Credits			Elective
SPW 2020	3 Credits			Major Course Requirement

**Modify Translation Studies: English/Spanish  
College Credit Certificate (64050)**

The Translation Studies college credit certificate program is designed to provide bilingual (English-Spanish) students with the knowledge and skills necessary to carry out the work associated with the area of translation (written) in the workplace. Completers are prepared for positions as in-house translators for the private sector including translation agencies, translators for government agencies, hospital translators, and freelance translators.

**Major Course Requirements-30 Credits**

SPT 2800	Introduction to Translations	3 Credits	
SPT 2803	Legal Translation	3 Credits	Prerequisite SPT 2800
SPT 2820	Computer-Assisted Translation	3 Credits	Prerequisite CGS 1060 Or competency
SPT 2832	Financial & Business Translation	3 Credits	Prerequisite SPT 2800, 2803
SPT 28XX	Medical Translation	3 Credits	Prerequisite SPT 2800, 2803
SPT 2810	Introduction to Interpretation	3 Credits	
SPN 2341	Spanish for Native Speakers 2	3 Credits	Prerequisite SPN 2340 Or equivalent
SPN 2720	Contrastive Analysis:English/Spanish	3 Credits	
LIN 2605	Introduction to Sociolinguistics	3 Credits	
ENC 1102	English Composition 2	3 Credits	Prerequisite ENC 1101 Or equivalent

**Computer Competency**

By the 16<sup>th</sup> earned college level credit (excluding EAP and college preparatory courses). A student **must** take the Computer Competency Test and **pass**

**Or**

By the 31<sup>st</sup> earned college level credit (excluding EAP and college preparatory courses), a student must pass CGS 1060, and equivalent continuing education or vocation credit course or retest with a passing score on the Computer Competency Test.

**MODIFY EXISTING INTERPRETATION STUDIES:  
ENGLISH/SPANISH COLLEGE CREDIT CERTIFICATE**

**Current Credits:** 33                      **New Credits:** 30                      **EFFECTIVE 2005-1**

**Courses to be Added**

SPT 28XX	3 Credits	Major Course Requirement
SPT 2800	3 Credits	Major Course Requirement
SPN 2720	3 Credits	Major Course Requirement

**Courses to be Deleted**

MAN 1800	3 Credits	Elective
LIT 2480	3 Credits	Elective
REA 1205	3 Credits	Elective
SPN 2720	3 Credits	Electives
SPW 2010	3 Credits	Elective
SPN 2340	3 Credits	Elective
SPT 2800	3 Credits	Elective

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SPW 2020                      3 Credits                      Major Course Requirement

**Modify Interpretation Studies: English/Spanish  
College Credit Certificate (64051)**

The Interpretation Studies college credit certificate program is designed to provide bilingual (English-Spanish) students with the knowledge and skills necessary to carry out the work associated with the area of interpretation (oral) in the workplace. Completers are prepared for positions as court interpreters, in-house interpreters for the private sector (including interpretation agencies), hospital interpreters, freelance interpreters, and telephone interpreters.

**Major Course Requirements-30 Credits**

SPT 2810	Introduction to Interpretation	3 Credits	
SPT 2815	Consecutive Interpretation	3 Credits	Prerequisite SPT 2810
SPT 2816	Simultaneous Interpretation Strategies	3 Credits	Prerequisite SPT 2810, 2815
SPT 2833	Court Interpreting Skills	3 Credits	Prerequisite SPT 2810, 2815 Corequisite SPT 2816
SPT 28XX	Medical Interpretation	3 Credits	Prerequisite SPT 2810, 2815, & 2816 recommended
SPT 2800	Introduction to Translation	3 Credits	
SPC 2600	Introduction to Public Speaking	3 Credits	
SPN 2341	Spanish for Native Speakers 2	3 Credits	Prerequisite SPN 2340 or equivalent
SPN 2720	Contrastive Analysis English/Spanish	3 Credits	
LIN 2605	Introduction to Sociolinguistics	3 Credits	

**DELETE COURSE**

<u>Course No.</u>	<u>Course Title</u>	<u>Campus</u>	<u>Eff. Term</u>
SPT 2809	Medical Interpretation & Translation	1,2,3,5,6	2005-1

**JUSTIFICATION:**        Course content is too broad and diverse and must be broken up into two separate courses.

**ADD NEW COURSES**

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
SPT 28XX	Medical Translation	3	1,2,3,5,6	2005-1

**Course Description:** This course further develops translation strategies while familiarizing the student with the characteristics of medical and health-related discourse in both English and Spanish. Included is the acquisition of medical and hospital/clinic terminology and the analysis of related linguistic structures so students can engage in translating texts from English into Spanish and vice versa.

Prerequisite: SPT 2800, SPT 2803

**Special Fee:**    \$15.00

<u>Course No.</u>	<u>Course Title</u>		<u>Campus</u>	<u>Eff. Term</u>
SPT 28XX	Medical Interpretation	3	1,2,3,5,6	2005-1

**Course Description:** This course develops the techniques, practices and knowledge needed to function as interpreters in a medical environment. Interpreting models such as sight, consecutive and simultaneous – as they apply to the medical setting – are revisited. Medical vocabulary/terminology in English and Spanish as well as code of ethics will also be introduced.

Prerequisites: SPT 2810, SPT 2815 and SPT 2816

**Special Fee:** \$15.00

### CHANGE EXISTING COURSES

<u>Course No.</u>	<u>Course Title</u>		<u>Eff. Term</u>
SPT 2803	Legal & Technical Translation Skills <b>TO</b> Legal Translation		2005-1

**Justification for Title Change:** Title was erroneously retained when new AS degree was instituted

**Special Fee:** From \$10  
**TO \$15**

<u>Course No.</u>	<u>Course Title</u>		<u>Eff. Term</u>
SPT 2810	Introduction to Oral Interpretation <b>TO</b> Introduction to Interpretation		2005-1

**Justification for Title Change:** Title was erroneously retained when new AS degree was instituted

**Special Fee:** From \$10  
**TO \$15**

### FEE INCREASES

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Eff. Term</u>
SPT 2833	Court Interpreting Skills	3	2005-1

**Special Fee:** From \$10  
**TO \$15**

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<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Eff. Term</u>
SPT 2800	Introduction to Translation	3	2005-1

**Special Fee:** From \$10  
**TO \$15**

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Eff. Term</u>
SPN 2720	Contrastive Analysis	3	2005-1

**Special Fee:** From \$ 0  
**TO \$15**

**UNANIMOUS  
APPROVAL  
26 IN FAVOR  
0 OPPOSED**

## **NEW TRACK**

**(2) TRANSLATION/INTERPRETATION STUDIES A.S. Degree**

**Haitian-Creole/English**

**TRANSLATION & INTERPRETATION STUDIES:**

**HAITIAN-CREOLE/ENGLISH TRACK**

**EFFECTIVE 2005-1**

**Credits: 63**

This program is designed to provide bilingual students with the knowledge and skills necessary to carry out the work associated with areas of translation (written) and interpretation (oral) in the workplace. Graduates are prepared for positions as court interpreters/translators, in-house translators/interpreters for the private sector (including translation/interpretation agencies), translators for government agencies, hospital interpreters/translators, freelance translators/interpreters, and telephone interpreters. Graduates have the beginning foundation to establish their own translation/interpretation business.

**Major Course Requirements – 48 Credits Required**

HCT 28XX	Introduction to Translation	3 Credits	
HCT 28XX	Introduction to Interpretation	3 Credits	
HCT 28XX	Legal Translation	3 Credits	Prereq HCT 28XX
HCT 28XX	Consecutive Interpretation	3 Credits	Prereq HCT 28XX
HCT 28XX	Financial & Business Translation	3 Credits	Prereq HCT 28XX, 28XX
SPT 2820	Computer-Assisted Translation	3 Credits	Prereq CGS 1060 or comp. competency
HCT 28XX	Simultaneous Interpretation Strategies	3 Credits	Prereq HCT 28XX, HCT 28XX Coreq HCT 28XX
HCT 28XX	Medical Translation	3 Credits	Prereq HCT 28XX, 28XX
HCT 28XX	Medical Interpretation	3 Credits	Prereq HCT 28XX, 28XX & 28XX (Recommended)
HCT 28XX	Court Interpreting Skills	3 Credits	Prereq HCT 28XX, HCT28XX Coreq HCT 28XX
HCR XXXX	Haitian-Creole for Native Speakers 2	3 Credits	Prereq HCT XXX or equiv.
HCR XXXX	Contrastive Analysis:Haitian-Creole/English	3 Credits	
ENC 1102	English Composition 2	3 Credits	Prereq ENC 1101 or equiv.
HCW XXXX	Selected Readings in Haitian-Creole Lit.	3 Credits	
SPC 2600	Introduction to Public Speaking	3 Credits	
LIN 2605	Introduction to Sociolinguistics	3 Credits	

**Communications – 3 Credits Required**

ENC 1101 English Composition 1 3 Credits

**Oral Communications – 3 Credits Required**

SPC 1026 Fundamentals of Speech Communications 3 Credits

**Humanities – 3 Credits Required**

PHI 2604 Critical Thinking and Ethics 3 Credits

**Behavioral Science/Social Environment – 3 Credits Required**

PPE 1005 Psychology of Personal Effectiveness 3 Credits

**Mathematics/Science – 3 Credits Required**

Student may choose any college-level math or 3 Credits  
Or science course listed to satisfy this requirement.

**Computer Competency**

By the 16<sup>th</sup> earned college level credit (excluding EAP and college preparatory courses). A student **must** take the Computer Competency Test and **pass**

**Or**

By the 31<sup>st</sup> earned college level credit (excluding EAP and college preparatory courses), a student must pass CGS 1060, and equivalent continuing education or vocation credit course or retest with a passing score on the Computer Competency Test.

**NEW COLLEGE CREDIT CERTIFICATE**      **EFFECTIVE TERM 2005-1**  
**TRANSLATION STUDIES: HAITIAN-CREOLE/ENGLISH**      **30 CREDITS**

The Translation Studies college credit certificate program is designed to provide bilingual (English/Haitian-Creole) students with the knowledge and skills necessary to carry out the work associated with the area of translation (written) in the workplace. Completers are prepared for positions as in-house translators for the private sector including translation agencies, translators for government agencies, hospital translators, and freelance translators.

**Major Course Requirements – 30 Credits**

HCT 28XX	Introduction to Translation	3 Credits	
HCT 28XX	Legal Translation	3 Credits	Prereq HCT 28XX
SPT 2820	Computer-Assisted Translation	3 Credits	Prereq CGS 1060 or competency
HCT 28XX	Financial & Business Translation	3 Credits	Prereq HCT 28XX, 28XX
HCT 28XX	Medical Translation	3 Credits	Prereq HCT 28XX, 28XX
HCT 28XX	Introduction to Interpretation	3 Credits	
HCRXXXX	Haitian Creole for Native Speakers	2 3 Credits	Prereq HCC XXXX or equiv.
HCR XXXX	Constrastive Analysis: Haitian-Creole/English	3 Credits	
LIN 2605	Introduction to Sociolinguistics	3 Credits	
ENC 1102	English Composition 2	3 Credits	Prereq ENC 1101 or equiv.

**Computer Competency**

By the 16<sup>th</sup> earned college level credit (excluding EAP and college preparatory courses). A student **must** take the Computer Competency Test and **pass**

**Or**

By the 31<sup>st</sup> earned college level credit (excluding EAP and college preparatory courses), a student must pass CGS 1060, and equivalent continuing education or vocation credit course or retest with a passing score on the Computer Competency Test.

**NEW COLLEGE CREDIT CERTIFICATE**      **EFFECTIVE TERM 2005-1**  
**INTERPRETATION STUDIES: HAITIAN-CREOLE/ENGLISH**      **30 CREDITS**

The Interpretation Studies college credit certificate program is designed to provide bilingual (English/Haitian-Creole) students with the knowledge and skills necessary to carry out the work associated with the area of interpretation (oral) in the workplace. Completers are prepared for positions as court interpreters, in-house interpreters for the private sector including interpretation agencies, hospital interpreters, freelance interpreters, and telephone interpreters.

**Major Course Requirements – 30 Credits**

HCT 28XX	Introduction to Interpretation	3 Credits	
HCT 28XX	Consecutive Interpretation	3 Credits	Prereq HCT 28XX
HCT 28XX	Simultaneous Interpretation Strategies	3 Credits	Prereq HCT 28XX, 28XX
HCT 28XX	Court Interpreting Skills	3 Credits	Prereq HCT 28XX, 28XX

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HCT 28XX	Medical Interpretation	3 Credits	Coreq HCT 28XX Prereq HCT 28XX, 28XX & 28XX recommended
HCT 28XX	Introduction to Translation	3 Credits	
SPC 2600	Introduction to Public Speaking	3 Credits	
HCR XXXX	Haitian-Creole for Native Speakers	23 Credits	Prereq HCRXXXX or equiv.
HCR XXXX	Contrastive Analysis: Haitian-Creole/English	3 Credits	
LIN 2605	Introduction to Sociolinguistics	3 Credits	

**Computer Competency**

By the 16<sup>th</sup> earned college level credit (excluding EAP and college preparatory courses). A student **must** take the Computer Competency Test and **pass**

**Or**

By the 31<sup>st</sup> earned college level credit (excluding EAP and college preparatory courses), a student must pass CGS 1060, and equivalent continuing education or vocation credit course or retest with a passing score on the Computer Competency Test.

**ADD NEW COURSES**

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HCT 28XX	Introduction to Translation	3	1,2,3,5,6	2005-1

**Course Description:** This initial translation course offers students an overview of translation theory while providing practice with a variety of non-technical texts. Emphasis is given to rendering translations from English into Haitian-Creole and vice versa as well as on developing the student's bilingual potential through the acquisition of vocabulary and grammar by comparing the lexicon and syntax of both English and Haitian-Creole.

**Prerequisite:** Enrolled students should have a good command of reading and writing skills in English and Haitian-Creole as demonstrated by placing in college level reading and writing on the CPT and the Haitian-Creole language fluency test.

**Special Fee:** \$15.00

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HCT 28XX	Introduction to Interpretation	3	1,2,3,5,6	2005-1

**Course Description:** This initial interpretation course develops students' listening and memory skills and provides strategies to interpret texts orally (sight) from Haitian-Creole into English or vice versa while maintaining the same style and register as the original. Development and enhancement of students' bilingual potential in both English and Haitian-Creole through the acquisition of non-technical vocabulary and comparative syntax will also be emphasized.

**Prerequisite:** Enrolled students should have a good command of reading and writing skills in English and Haitian-Creole as demonstrated by placing in college level reading and writing on the CPT and the Haitian-Creole language fluency test.

**Special Fee:** \$15.00

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HCT 28XX	Legal Translation	3	1,2,3,5,6	2005-1

**Course Description:** This translation course further develops translation strategies while familiarizing the students with the characteristics of legal English and Haitian-Creole. This includes knowledge of specialized legal terminology and related linguistic structures so students can engage in the translation of legal texts/documents from English into Creole and vice versa. Terminology research and glossary development through the use of legal bilingual dictionaries and other pertinent sources will also be covered.

**Prerequisite:** HCT 28XX or department permission.

**Special Fee:** \$15.00

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HCT 28XX	Consecutive Interpretation	3	1,2,3,5,6	2005-1

**Course Description:** This course builds on the foundation established in Introduction to Interpretation (HCT 28XX) and acquaints the students with the practice and application of consecutive interpretation (English/Haitian-Creole). Development of active listening, concentration and retention skills as well as the ability to perceive essential meaning for subsequent recall is emphasized. This course also explores basic note-taking techniques and provides practice in monolateral and bilateral consecutive interpretation.

**Prerequisite:** HCT 28XX, Introduction to Interpretation

**Special Fee:** \$15.00

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HCT 28XX	Financial and Business Translation	3	1,2,3,5,6	2005-1

**Course Description:** This course further develops translation strategies while familiarizing the students with the characteristics of financial and business discourse in both English and Haitian-Creole. Included is the learning of special terminology and related linguistic structures so students can engage in the translation of texts containing financial/business or economic discourse from English into Haitian-Creole and vice versa. As in legal translation, students engage in terminology research and glossary development through the use of specialized bilingual financial and business dictionaries and other pertinent sources.

**Prerequisite:** HCT 28XX Introduction to Translation and HCT 28XX Legal Translation

**Special Fee:** \$15.00

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HCT 28XX	Simultaneous Interpretation Strategies	3	1,2,3,5,6	2005-1

**Course Description:** This course builds on the foundation established in previous interpretation courses while introducing the students to simultaneous interpretation (Haitian-Creole/English) by providing preparatory exercises such as shadowing, lagging, paraphrasing, etc. Through a variety of recorded materials, students practice the simultaneous interpretation made in order to acquire smooth delivery techniques while forming good professional habits.

**Prerequisites:** HCT 28XX Introduction to Interpretation HCT 28XX Consecutive Interpretation  
HCT 28XX Court Interpreting Skills

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Special Fee: \$15.00

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HCT 28XX	Medical Translation	3	1,2,3,5,6	2005-1

**Course Description:** This course further develops translation strategies while familiarizing the student with the characteristics of medical and health-related discourse in both English and Haitian/Creole. Included is the acquisition of medical and hospital/clinic terminology and the analysis of related linguistic structures so students can engage in translating texts from English into Haitian-Creole and vice versa.

Prerequisite: HCT 28XXX Introduction to Translation, MCT 28XX Legal Translation

Special Fee: \$15.00

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HCT 28XX	Medical Interpretation	3	1,2,3,5,6	2005-1

**Course Description:** This course develops the techniques, practices and knowledge needed to function as interpreters in a medical environment. Interpreting modes such as sight consecutive and simultaneous – as they apply to the medical setting – are revisited. Medical vocabulary/terminology in English and Haitian-Creole as well as code of ethics will also be introduced.

Prerequisites: HCT 28XX: Introduction to Interpretation HCT 28XX.: Simultaneous Interpretation Strategies (recommended).

Special Fee: \$15.00

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HCT 28XX	Court Interpreting Skills	3	1,2,3,5,6	2005-1

**Course Description:** This course consolidates the techniques learned in previous interpretation courses and familiarizes the students with the interpretation techniques needed to function in a judicial or a judicial-related setting. Interpreting modes such as sight interpretation as well as consecutive and simultaneous interpretation are revised. Attention is given to language register, regionalisms, interpreter ethics, and specialized court terminology as well as to the particulars of the U.S. justice system.

Prerequisite: HCT 28XX Introduction to Interpretation, MCT 28XX Consecutive Interpretation.

Corequisite: HCT 28XX Simultaneous Interpretation Strategies (recommended).

Special Fee: \$15.00

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>ff. Term</u>
HCR XXXX	Haitian-Creole for Native Speakers 1	3	1,2,3,5,6	2005-1

**Course Description:** Writing, spelling and punctuation, sentence-structure and vocabulary expansion as they are relevant to the training of native speakers of Haitian Creole. Conducted entirely in Haitian-Creole.

Prerequisite: Fluency in Haitian-Creole as determined by the Haitian-Creole placement exam.

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HCR XXXX	Haitian-Creole for Native Speakers 2	3	1,2,3,5,6	2005-1

**Course Description:** A continuation of HCR XXXX. Emphasizes fluency in Haitian-Creole grammar and writing. Recommended for translation/interpretation students or native speakers wishing to improve their knowledge of written Haitian-Creole. Conducted entirely in Haitian-Creole.

**Prerequisite:** fluency in Haitian-Creole as determined by the Haitian-Creole placement exam or HCR XXXX.

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HCR XXXX	Contrastive Analysis: Haitian-Creole/ English	3	1,2,3,5,6	2005-1

**Course Description:** This course compares/contrasts linguistic features and characteristics of both the English and Haitian-Creole languages. Aspects of comparison/contrast include historical backgrounds, phonological systems, morphological systems, syntax, and semantics.

**Prerequisite:** Adequate fluency in Haitian-Creole (determined by department Haitian-Creole exam) and English (determined by CTP).

**Special Fee:** \$15.00

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HCR XXXX	Selected Readings in Haitian-Creole Literature	3	1,2,3,5,6	2005-1

**Course Description:** This course will emphasize reading and analyzing Haitian-Creole literature in a historical context. A variety of literature will be read and discussed in order to gain an understanding of Haitian-Creole and Haitian culture, the history of Haiti, and ways in which the literature portrays the country of Haiti and its inhabitants.

**Prerequisite:** Fluency in Haitian-Creole as determined by the Haitian-Creole placement exam.

**UNANIMOUS  
 APPROVAL  
 26 IN FAVOR  
 0 OPPOSED**

6. **Curriculum – School of Education**

**Early Childhood**

Leslie Roberts requested that the Early Childhood curriculum be tabled and presented at the July 12, 2005 College-wide CASSC meeting.

7. **Curriculum Form Signatures**

In reviewing the curriculum forms presented at today's meeting, Neil Olsen noted that not all forms had signatures. It was explained that in an effort to have the meeting packets distributed in a timely manner, occasionally it becomes necessary to have the forms duplicated prior to receiving the signed originals. All signed originals are housed in the District Office of Education. It was suggested that when signatures are not on the curriculum forms it be noted in the curriculum packet and a signed copy be available at the CASSC meeting for review. Tentatively, the College-wide CASSC packets will be on Sharepoint by September along with the signatures.

8. **Course Descriptions for EPI 1001, 1002, 1003 and 1004 (Information Item)**

The following new courses were approved at the May 17<sup>th</sup> College-wide CASSC meeting with the understanding that the course descriptions be revised. Leslie Roberts presented the course descriptions for EPI 1001, 1002, 1003 and 1004.

EPI 1001            Institute M1- Segment A: Classroom Management

**Course Description:** This segment prepares the participant to generate and maintain a record keeping system, establish classroom policies and procedures, plan and conduct lessons in a variety of learning environments, create objective-based lesson plans, develop effective communication skills, create and administer various forms of assessment, integrate Sunshine State Standards into lesson development and apply the code of ethics and school law.  
3 Credits

EPI 1002            Institute M1- Segment B: Instructional Strategies

**Course Description:** This segment prepares the participant to employ varied teaching strategies, utilize diverse styles on presentations, create questions that address all levels of the cognitive domain, create lesson plans including objectives, anticipatory set, practice, and assessment, develop skills to manage individual and classroom behavior, accommodate exceptional students in the classroom, and research professional literature to seek best practices and hone the craft of effective instruction.  
3 Credits

EPI 1003            Institute M1-Segment C: Technology

**Course Description:** This segment prepares the participant to develop a web page, incorporate technology in the classroom, utilize curriculum integrating strategies, employ technology to accomplish instructional objectives, develop and adopt technology-based curriculum materials, and evaluate ethical issues related to the use of technology in the classroom  
3 Credits

EPI 1004            Institute M1-Segment D: The Teaching & Learning Process

**Course Description:** This segment provides the participant with an understanding of learning theories, student motivation and persistence, exceptionalities, standardized testing, critical thinking, multiple intelligences, and second language acquisition.

9. **Public Safety Management (Information Item)**

Beverly Moore-Garcia announced that the School of Justice is working on a new Bachelor of Applied Science in Public Safety Management. CEPRI, the body that receives new proposals after going through the MDC process, has not been funded. Tentatively, the State deadline could be August 1<sup>st</sup>, in which case the Public Safety Management proposal may be presented at the July College-wide CASSC meeting.

10. **Announcements**

Armando Ferrer announced that the Executive Committee approved changes in the registration system effective today which would remove 79 of 155 various holds and obligations within the system. The intent is to maximize the number of students that will be using on-line registration as well as facilitate students utilizing the system here at MDC.

Additionally, the College is creating a mode of registering that is going to allow students to overcome certain types of obligations and holds. A message will come up for the student saying that the student has a hold but the College is allowing them to register. The student must pay their schedule by the due date or be dropped, and resolve their obligation(s) before the start of the next registration period. The printed schedule will have a warning that they were allowed to register, pay the schedule by the due date, and take care of obligations by a specified due date. This will be followed by an e-mail with the same message. The student will not be able to receive a transcript, pick up a degree audit or view grades for the current semester until the obligation is taken care of. The intent is to facilitate student access to the registration system, and registration not being held up by obligations the College feels are not appropriate. Tentatively, this new portion will be implemented before the end of the fall registration pending programming.

A number of things will remain in effect. For instance, if a student has a financial obligation and is able to pay a certain portion of that obligation, a payment arrangement or plan can be made through the Dean of Student's office. The student will also be able to pay on-line when they first attempt to register if an obligation exists.

The meeting was adjourned at 2:30 p.m.

**CASSC Meeting 2005**

July 12, 2005 – 1:30 p.m. - Room 2106 – Wolfson Campus

**Schedule of CASSC Meetings**  
**2005-2006**

September 13, 2005  
October 11, 2005  
November 8, 2005  
December 6, 2005  
January 10, 2006  
February 14, 2006 (General Education Proposal)  
March 14, 2006 (General Education Proposal)  
April 11, 2006  
May 16, 2006  
June 13, 2006  
July 11, 2006

**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.