

**COLLEGE ACADEMIC AND STUDENT SUPPORT COUNCIL
TUESDAY, OCTOBER 10, 2006
WOLFSON CAMPUS – ROOM 2106 – 1:30 P.M.**

MINUTES

CHAIR: Joseph McNair

MEMBERS PRESENT:

John Alvarez	Santiago Aranegui
Loretta Blanchette	Ana Maria Bradley-Hess
Ian Cobham	Michael Cuellar
Valerie DeAngelis	Evelyn Diaz
Andrew Fancher	Robert Foran
Catherine Hanus-Zank	Marta Junco-Ivern
Sylvia Klein	Loorna DeDuluc
Euphemia Jackson	Miriam Lorenzo
Sean Madison	Sol Maury
John Ness	Pamela Menke
Lourdes Oroza	Lourdes Perez
David Paul	Alfredo Perez-Triff
Carol Petrozella	Yuly Pomares
Madeline Pumariega	Herbert Robinson
Lenore Rodicio	Steve Roitstein
Dwight Smith	Maria Vargas-O'Neel

MEMBERS ABSENT:

Ken Boos	
Andrea Bermudez	Marta Junco-Ivern (Substitute)
Armando Ferrer	Sol Maury (Substitute)
Iliana Grana	John Alvarez (Substitute)
Malou Harrison	John Ness (Substitute)
Laurie Hime	Sent Notification
Mayte Insua	Valerie DeAngelis (Substitute)
Ana Martin	
Victor Okafor	Sent Notification
Deborah Smith	
Maria Valenzuela	Sent Notification
Fred Wolven	Sent Notification

PRESENTERS:

Mollie DeHart
Norma Martin Goonen
Lenore Rodicio
Lois Willoughby

CASSC Meeting
October 10, 2006

RESOURCE: Julian Chiu
Haniel Pulido
GUEST: Mario Sanchez
Gina Cortes-Suarez
RECORDER: Carol McAlister

1. **Call to Order**

Joseph McNair called the meeting to order.

2. **Approval of the September 12, 2006 CASSC Minutes**

The minutes of the September 12, 2006 CASSC Meeting were approved as submitted.

3. **Dr. Goonen's Updates**

Faculty Leadership Program

A Faculty Leadership Program for continuing contract faculty was initiated this year. The program is for approximately one-year and includes seminars and activities. Fifteen participants and two alternates were selected from the many applicants to take part in the program. The names will be announced following the first meeting and commitment to be a program participant. The Faculty Leadership Program will be repeated on a yearly basis pending funding.

General Education Learning Outcomes Assessment Meeting

The General Education Learning Assessment Meeting was held on September 29th and 30th at Homestead Campus. A group of faculty and academic administrators met and developed a plan for the goals of the ten proposed General Education Learning Outcome Statements which included assessment tools and rubrics.

SACS Liaison Visit to MDC

The SACS liaison for MDC, Dr. Tom Benberg, visited the College on September 25th. He met with administrators and faculty to discuss General Education requirements and assessment. Unfortunately, Dr. Benberg will no longer be the SACS liaison. He will be replaced by Dr. Joseph Silver. Dr. Smith and Dr. Goonen plan to meet with Dr. Silver at the SACS annual meeting in December to reiterate the September 25th discussion with Dr. Benberg. Dr. Silver, the recently appointed SACS liaison, will sit with the SACS Criteria and Reports Committee team that will read the General Education Report due in April, 2007.

4. **General Education Learning Outcome Statements**

Lourdes Oroza introduced the Co-Chairs of the General Education Committee, Lenore Rodicio and Lois Willoughby who presented the guidelines, timelines, and MDC's revised General Education outcomes.

General Education is the part of a liberal education curriculum shared by all students. It provides broad exposure to multiple disciplines and forms the basis for developing important intellectual and civic capacities.

General Education Outcome Statements

Currently, there are twenty-five General Education goals in the College Catalog that were developed in the 1980's. Upon revisiting these goals to decide if they were applicable to students today, the General Education Team was of the opinion that they were not in alignment with the national trend and did not fulfill the SACS assessment needs. In June, 2005, the team suggested that the General Education Outcomes be reviewed. The plan was to have at least two years for the General Education process. The first year of the process was to work on the outcomes and develop them more clearly with the intent to begin assessment the following year. In July, 2006, the College received notification from SACS that assessment must be provided to them by April, 2007, which will hasten the process. Preliminary assessment results must be completed this semester in order to prepare the SACS report by April. Due to the SACS requirement that results be provided by April, an Assessment Team was created. The team met in September and developed an initial set of assessments that will measure student achievement of the outcomes. The initial assessments are being refined and are not yet completed. Mini-pilots will be launched this week (October 10, 2006). The assessments will be presented on Conference Day in March and to SACS in April.

A new position, Director of Learning Outcomes Assessment, was approved. The Director of Learning Outcomes Assessment will provide leadership and support for the development, implementation, validation, and reporting of student learning outcomes assessment at the General Education, program and course level. Additionally, the Provost for Academic and Student Affairs will appoint a General Education Committee to continue the work begun by the General Education Team.

GUIDELINES FOR OUTCOME STATEMENTS

Fewer rather than many
Broad and general rather than specific
Interdisciplinary rather than within one discipline
Measurable

TIMELINES

Following is the timeline of the General Education Review Process from January, 2005, through September, 2006, and the General Education Assessment timeline from September, 2006, through April, 2007:

General Education

- January, 2005 – SACS submits its recommendation regarding assessment of General Education outcomes.
- February, 2005 – Group travels to AAC &U General Education and Assessment Conference, Atlanta.
- May, 2005 – General Education Team travels to AAC&U Institute on General Education, Rhode Island
- June, 2005 – General Education Team makes recommendations to Dr. Padrón and the campus presidents to review General Education Outcomes.
- August, 2005 – General Education Team is expanded to include faculty members from all campuses and disciplines.
- August, 2005 – Dr. Padrón, Rene Martin, and Lenore Rodicio speak to the MDC community about rethinking General Education in the context of the 21st century.
- October-November 2005 – Provost's Symposia address General Education needs and assessment.
- November, 2005 – Faculty discipline conveners and several administrators are invited to attend a one-day retreat on developing outcomes facilitated by Dr. Peggy Maki.
- December, 2005 – Departments, disciplines, and schools begin discussions on General Education outcomes.
- March, 2006 – Disciplines and schools finalize General Education outcome recommendations during Conference Day and present their lists during the General Education Summit. A list of College-wide Outcomes is developed.
- April, 2006 – General Education Team revises list of outcomes from General Education Summit.
- May, 2006 – First survey is sent out to MDC faculty, staff, and administrators.
- June-July, 2006 – Surveys are sent out to MDC students and employers in the community.
- July, 2006 – SACS requests formal assessment of General Education outcomes.
- August, 2006 – Final survey is sent out to MDC faculty, staff, and administrators.
- September, 2006 – General Education Team makes final revisions to General Education outcomes.
- October 10, 2006 - The outcomes are recommended to College CASSC by the Campus CASSCs.

General Education Assessment Component

- September, 2006 – Assessment Team meets to develop strategies for initial assessment.
- October – November, 2006 – Implementation of assessment strategies.
- March, 2007 – Results of initial assessment reported at Conference Day.
- April, 2007 – Results of assessment reported to SACS.

Guidelines for Revised Outcome Statements

Fewer rather than many

Broad and general rather than specific

Interdisciplinary rather than within one discipline

Measurable

Proposed General Education Outcome Statements

The General Education Outcome Statements reflect what Miami Dade College graduates need to achieve to be successful in the 21st century.

Purpose: Through the academic disciplines and co-curricular activities, General Education provides multiple, varied, and intentional learning experiences to facilitate the acquisition of fundamental knowledge and skills and the development of attitudes that foster effective citizenship and life-long learning.

As graduates of Miami Dade College, students will be able to:

1. Communicate effectively using listening, speaking, reading, and writing skills.
2. Use quantitative analytical skills to evaluate and process numerical data.
3. Solve problems using critical and creative thinking and scientific reasoning.
4. Formulate strategies to locate, evaluate, and apply information.
5. Demonstrate knowledge of diverse cultures, including global and historical perspectives.
6. Create strategies that can be used to fulfill personal, civic, and social responsibilities.
7. Demonstrate knowledge of ethical thinking and its application to issues in society.
8. Use computer and emerging technologies effectively.
9. Demonstrate an appreciation for aesthetics and creative activities.
10. Describe how natural systems functions and recognize the impact of human on the environment.

**UNANIMOUS
APPROVAL**

5. **College Academic and Student Support Council Committee**

College Admissions & Registration Procedures Committee (CARP)

The structure of CARP specifies that a CASSC faculty member serve on the committee. The appointment is made by the Provost for Academic and Student Affairs. Loretta Blanchette, Mathematics, Hialeah Campus, volunteered to serve on CARP.

Student Services Committee

The structure of the Student Services Committee specifies that four CASSC faculty members serve on the committee. The appointments are made by the Provost for Academic and Student Affairs. The two CASSC faculty members appointed to the Student Services Committee completed their service on the Council. Carol Petrozella, Nursing, Medical Center Campus, and Lorna DeDuluc, C.I.S, InterAmerican Campus, volunteered to serve on the Student Services Committee.

6. **Conference Day Committee**

Marie Nock, College Training and Development, requested three faculty volunteers to serve on the Conference Day Committee. Catherine Hanus-Zank, ESL/Foreign Language, Wolfson Campus, Sylvia Klein, School of Education, Kendall Campus, and Lenore Rodicio, Natural Science, Wolfson Campus, volunteered to serve on the Conference Day Committee.

7. **CASSC Web Site**

Dwight Smith introduced Mollie DeHart who with the assistance of Haniel Pulido presented an overview of the new design for the CASSC website. The design will provide CASSC information in a user friendly format. A new mechanism to access the CASSC website was demonstrated by going to the MDC Home Page>Academic and Student Affairs, and then directly to CASSC. As in the past, you may also still navigate to the CASSC website through the employee portal. Another new feature is a scroll marquee that provides monthly meeting announcements and other important information as needed. The site consists of an Introduction to CASSC which includes the Orientation Handbook, Agenda/Minutes, Committees, Members, Meeting Schedule, and Annual Procedures. A search mechanism is provided for the Agenda/Minutes which will bring up information on curriculum or other information from the inception of CASSC in 1998, up to the present time. Links are provided for CASSC Historical Documents, Academic and Student Affairs (ASA), Curriculum Development and Forms. Each month a meeting packet is placed on the CASSC SharePoint site for review and printing prior to the CASSC meeting.

8. **Announcements**

The Chair, Joseph McNair, announced that the November 14, 2006 meeting will be at Medical Center Campus, Room 1175 at 1:30 p.m. The month of November is dedicated to Book Fair and is hosted at Wolfson Campus.

Lourdes Oroza announced that the poster unveiling for Book Fair will be October 17th. Volunteers will be requested from all campuses. Everyone was encouraged to volunteer for this special program.

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

Schedule of CASSC Meetings
2006-2007

November 14, 2006	Medical Center Campus	Room 1175
December 5, 2006	TBA	
January 16, 2007	Wolfson Campus	Room 2106
February 13, 2007	Wolfson Campus	Room 2106
March 13, 2007	Wolfson Campus	Room 2106
April 10, 2007	Wolfson Campus	Room 2106
May 15, 2007	Wolfson Campus	Room 2106
June 12, 2007	Wolfson Campus	Room 2106
July 10, 2007	Wolfson Campus	Room 2106

NO MEETING IN AUGUST