

**COLLEGE ACADEMIC AND STUDENT SUPPORT COUNCIL  
TUESDAY, DECEMBER 5, 2006  
NORTH CAMPUS – ROOM 9105-06 - 1:30 P.M.**

**MINUTES**

**CHAIR:** Joseph McNair

**MEMBERS PRESENT:**

Santiago Aranegui	Andrea Bermudez
Loretta Blanchette	Ken Boos
Ana Maria Bradley-Hess	Ian Cobham
Michael Cuellar	Valerie DeAngelis
Armando Ferrer	Robert Foran
Sheri Goldstein	Catherine Hanus-Zank
Malou Harrison	Euphemia Jackson
Debbie Keeler	Miriam Lorenzo
Sean Madison	Pamela Menke
Tom Meyer	Victor Okafor
Lourdes Perez	David Paul
Herbert Robinson	Lenore Rodicio
Steve Roitstein	Dwight Smith
Carol Tulikangas	Maria Vargas-O'Neel
Maria Valenzuela	

**MEMBERS ABSENT:**

Loorna DeDuluc	
Iliana Grana	
Andrew Fancher	Sent Notification
Laurie Hime	Debbie Keeler (Substitute)
Mayte Insua-Auais	Valerie DeAngelis (Substitute)
Sylvia Klein	Sent Notification
Ana Martin	
Lourdes Oroza	Tom Meyer (Substitute)
Alfredo Perez-Triff	
Carol Petrozella	Sent Notification
Yuly Pomares	Sent Notification
Madeline Pumariega	Sent Notification
Deborah Smith	
Fred Wolven	Sent Notification

**PRESENTERS:** Steven Kelly  
Sandra Schultz  
Richard White

CASSC Meeting  
December 5, 2006

**RESOURCE:** Julian Chiu  
Haniel Pulido  
Mollie DeHart

**RECORDER:** Carol McAlister

1. **Call to Order**

Joseph McNair called the meeting to order.

2. **Approval of the November 14, 2006 CASSC Minutes**

The minutes of the November 14, 2006 CASSC Meeting were approved with the following modifications:

Item 4: Faculty Leadership Program Seminar

Change From: Faculty Leadership Program Seminar for continuing contract

Change To: Faculty Leadership Program Seminar for faculty on continuing contract

Add a period at the end of sentence.

Item 4: Provosts Symposium

Change to read *Provost's* in the title, and *Provost's* on line 2 (add apostrophe).

3. **CURRICULUM - CHANGE EXISTING COURSE**

David Paul, Interim Academic Dean at Medical Center Campus, introduced Sandra Schultz, the discipline convener for Health and Wellness who presented the changes to HSC 2400.

The changes included a course title change, course description, course competencies, and an increase in the special fee.

<u>Course No.</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
HSC 2400	First Aid To: Basic Emergency Care	3	1,2,3,5,6,7	2006-2

**Course Description:** Designed to provide opportunities to develop, practice, and display skills concerning emergency care and the prevention of accidents. This course meets the American Heart Association Healthcare Provider Cardiopulmonary Resuscitation/Automated External Defibrillation and the American Red Cross for Standard First Aid Certification requirement.

**Special Fee:** Increase from \$10 to \$20

**UNANIMOUS  
APPROVAL**

4. **CURRICULUM-NEW ASSOCIATE IN SCIENCE DEGREE PROGRAM  
ELECTRICAL POWER TECHNOLOGY**

Richard White, Director, School of Computers and Engineering, presented a proposal for a new Associate in Science Degree Program in Electrical Power Technology, which is our initiative with Florida Power and Light

**THE NEED**

- A. High-Growth/High-Demand within Regional Economy
- B. FPL's foremost needs are to expand the Energy sector workforce
- C. Rising regional energy labor market demand, as documented by the U.S. Department of Energy, American Nuclear Society, and American Society of Engineering Education.

**TARGET POPULATION**

- A. FPL incumbent workers who are currently low skills level mechanics and maintenance technicians
- B. Recruit from among current students, incoming freshmen, and transfer students to increase the number of under-represented individuals with the energy sector, including Hispanic, female, and Afro-American populations.

**INDUSTRY ENDORSEMENT**

- A. FPL is experiencing 10-15% annual attrition of its workforce
- B. FPL requested that Miami Dade College assist in creating a pipeline of new workers
- C. Memorandum of Understanding signed guaranteeing the hiring and placement as interns of MDC students for 10 years

**TIME-TABLE FOR IMPLEMENTATION**

- A. Fall 2006 – CPT testing completed and students currently upgrading developmental skills
- B. January 2007 – Begin offering degree related courses

**Electrical Power Technology  
Associate in Science**

**CIP 0615.030200**

**Total credits required for the degree is 68.**

The Electrical Power Technology Program prepares students for employment as professional craft workers in local nuclear and fossil fuel power generation plants specializing in instrumentation and control, electrical, and mechanical maintenance. The program stresses understanding of power plant operations and technologies, equipment and systems maintenance, and health, safety, and environmental issues.

**ASSOCIATE IN SCIENCE DEGREE  
ELECTRICAL POWER TECHNOLOGY 0615.030200**

**Total Credits: 68**

**I. GENERAL EDUCATION REQUIREMENTS (15 credits)**

**1. COMMUNICATIONS (3.00 credits)**

[ENC 1101](#) - English Composition 1 (3 credits)

**2. ORAL COMMUNICATIONS (3.00 credits)**

[SPC 1026](#) - Fundamentals of Speech Communications (3 credits)

**3. HUMANITIES (3.00 credits)**

[PHI 2604](#) - Critical Thinking/Ethics (3 credits)

**4. BEHAVIORAL/SOCIAL SCIENCE (3 credits)**

[CLP 1006](#) – (formerly [PPE 1005](#)) Psychology of Personal Effectiveness (3 credits)

**5. MATH/SCIENCE (3 credits)**

[MAC 1105](#) College Algebra (3 credits)

**II. COMPUTER COMPETENCY**

**6. COMPUTER COMPETENCY Test type(s) needed:**

[CGS 1060](#) – Introduction to Microcomputer Usage (4 credits)

**III. Major Requirements**

**7. MAJOR COURSE CORE REQUIRED (15 credits)**

[EST 1572](#) - Power Plant Fundamentals (3 credits)

[ETI 1870](#) - Power Plant Systems (2 credits)

[EET 1580](#) - Power Plant Science (2 credits)

[ETI 1701](#) - Industrial Safety (3 credits)

[ETI XXXX](#) - Industrial Plant Tools & Equipment (2 credits)

[PHY1025](#) – Basic Physics (3 credits)

**8. PROGRAM CORE REQUIRED (19 credits)**

[EET 1015C](#) – Direct Current Circuits (4 credits)

[EET 1025C](#) – Alternating Current Circuits (4 credits)

[EET 1141C](#) – Electronics 1 (4 credits)

[EET 2101C](#) – Electronics 2 (4 credits)

[MTB 1322](#) - Technical Mathematics 2 (3 credits)

**9. MAJOR COURSE ELECTIVE (19.00 credits)**

CET\*     EET \*     EST\*     ETI\*

Note: Electives to be selected in consultation with the department chair, faculty member, or a designated advisor.

**NEW COURSES**

<b><u>Course No.</u></b>	<b><u>Course Title</u></b>	<b><u>Credits</u></b>	<b><u>Campus</u></b>	<b><u>Eff. Term</u></b>
EST 1572	Power Plant Fundamentals	3	1,2,3,5,6,7	2006-2

**Course Description:** This course is designed to provide the student with the theory of operation of power plants and general administrative procedures for completing routine tasks.

<b><u>Course No.</u></b>	<b><u>Course Title</u></b>	<b><u>Credits</u></b>	<b><u>Campus</u></b>	<b><u>Term</u></b>
EET 1580	Power Plant Science	2	1,2,3,5,6,7	2006-2

**Course Description:** This course is designed to familiarize the student with the study of fundamental nuclear plant sciences. Coursework covers the broad spectrum of fundamental nuclear power plant sciences which encompasses basis electrical science, properties of reactor plant materials, basic atomic and nuclear physics, heat transfer and fluid flow, reactor safety design and plant chemistry.

<b><u>Course No.</u></b>	<b><u>Course Title</u></b>	<b><u>Credits</u></b>	<b><u>Campus</u></b>	<b><u>Term</u></b>
ETI 1870	Power Plant Systems	2	1,2,3,5,6,7	2006-2

**Course Description:** This course provides an introduction to the major systems and components that make up a modern power plant.

<b><u>Course No.</u></b>	<b><u>Course Title</u></b>	<b><u>Credits</u></b>	<b><u>Campus</u></b>	<b><u>Term</u></b>
ETI 1701	Industrial Safety	3	1,2,3,5,6,7	2006-2

**Course Description:** This course provides the student with the knowledge and skills to recognize hazardous situations in industrial plants and the precautions to be observed and practiced to perform work activities safely. Among the topics covered are industrial safety hazards, electrical safety, working with chemicals, gases, and solvents, protective equipment, and safe working conditions.

<b><u>Course No.</u></b>	<b><u>Course Title</u></b>	<b><u>Credits</u></b>	<b><u>Campus</u></b>	<b><u>Term</u></b>
ETI 1802	Industrial Plant Tools and Equipment	2	1,2,3,5,6,7	2006-2

**Course Description:** Students acquire the knowledge and skills necessary to properly select, inspect, use, and care for the tools, test equipment, and lifting/handling equipment commonly used in the performance of assigned tasks in an industrial plant setting.

**Special Fee:** \$40.00

**UNANIMOUS  
APPROVAL**

5. **College Admissions & Registration Procedures Committee (CARP)**

CARP is an extremely active committee, and one of seven committees that reports to CASSC. The committee contacts are Steve Kelly, College Registrar, and Ferne Creary, Assistant College Registrar.

Steven Kelly, Chair of CARP, presented the following CARP committee update:

(1) **Functions**

- Recommend goals and strategies to evaluate the goals for admissions and registration services.
- Review College admissions and registration policies and recommend revisions on an annual basis.
- Review, evaluate and recommend revisions, as appropriate to College admissions, registration, course scheduling, and records procedures to ensure effectiveness and college-wide consistency.
- Monitor SACS criteria and State requirements to ensure compliance in the areas of admissions and registration.
- Recommend new opportunities, services, procedures and guidelines.

(2) **Structure**

- College-wide Registrar
- Assistant College-wide Registrar
- Student Dean
- Associate Provost for Student Services
- Campus Registrar's
- Advisement Director
- Financial Aid Director
- Bursar
- International Student Advisor
- Computer Applications Representative
- 2 Faculty (1 from College CASSC)
- School of Education Representative
- Support Staff (Admissions/Registration)
- Student Representative
- Resource

(3) **Meeting Highlights for 2005-2006**

- Reports from Academic Affairs, Financial Aid, Odyssey, International Programs
- Port Upgrade – February, 2006
- Caribbean Advanced Proficiency Efficiency Exam (CAPE)
- College Admissions & Registration Services Academic & Administrative Calendar
- Five Year Calendar by special committee through Executive Committee (2008-2012)

- TMOP 1100.815110 – Transfer Credit Evaluation; related OPPAGA audit of practices with transfer credits from SCNS/private institutions
- TMOP 1100.815950 – Crosswalk Vocational Credit to MDC College Credit
- TMOP 1100.815738 – Crosswalk Vocational Credit to MDC College Credit (HIM/NUR)
- TMOP 1100.815745 – Award Vocation Credit for Previous and/or Current Employment (HIM0995)
- Dean’s List and Summer Term (6 or more credits in “A” or “B” or “12-week”)
- GAP Job Submission
- Inactive and Archive Student Records (test phase)
- Gordon Rule changes; no Social Science (except ECO 2013); degree check and transcript positing discussions
- Charge for transcripts and diploma re-orders (implement Summer 2006-3; and TMOP)  
Transcripts – 3 without cost and \$5 thereafter.  
Diploma reorders - \$20
- Online Purge Rolls; Online Progress Alert Rolls; Online Grading
- Information sharing, announcements, discussions, and some recommendations made on items such as: meeting dates/places; calendar approvals to align with Board-approved calendars; SEVIS and international student issues; Dual Enrollment & accelerated HS graduation; Residency-for-Tuition-Purposes; electronic transcripts; Bachelors Degree (Education) and Bachelor of Applied Science – Public Safety Management; dual degree program with FIU; degree audits and graduation processes; admission over the web; curriculum reports; foreign institution coding (\*Odyssey); SOAP; course number changes.

(4) **Meeting Schedule (Rotate Campuses)**

- 12/08/06 InterAmerican Campus
- 1/19/07 Hialeah Campus
- 2/16/07 West Campus
- 3/16/07 North Campus
- 4/20/07 Kendall Campus
- 5/18/07 Wolfson Campus
- 6/15/07 Medical Campus

(5) **Help CARPC Help You**

- Online class rosters (attendance [stressed the importance of Last Day of Attendance] and enrollment issues)
- Purge Rolls online
- Academic Alert online
- Grade entry only (faculty encouraged to use)
- Response to purge rolls; Last Date of Attendance (“F” “U” “I” or “IW”)
- Residency for Tuition Purposes – not automatic after 1 year

6. **Announcements**

Andrea Bermudez announced that Yuly Pomares, CASSC member representing Social Science, had a baby boy last week.

Malou Harrison announced that on Saturday, December 9<sup>th</sup>, North Campus will host the Annual Children's Holiday event. Last year, approximately 6,000 children attended the event. This year the festival will have special activities for children including arts and crafts, holiday themes from around the world, and the arrival of Santa by helicopter to a winter wonderland (including snow). This is a wonderful family event (free). Employees, family, friends, and the community are invited to attend.

Malou Harrison announced that on January 31, 2007, MDC is hosting the Annual College-wide Open House beginning at 6:00 p.m.

Armando Ferrer requested that students be reminded to enroll early, before the holiday break, for the spring semester.

Malou Harrison announced that the College will be opened for nine days during holiday break for student testing, advisement, and registration.

The meeting was adjourned at 2:45 p.m.

**Schedule of CASSC Meetings**  
**2006-2007**

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**