

**COLLEGE ACADEMIC AND STUDENT SUPPORT COUNCIL  
TUESDAY, SEPTEMBER 11, 2007  
WOLFSON CAMPUS – ROOM 2106 – 1:30 P.M.  
MINUTES**

**PRIOR TO THE CASSC MEETING, JOSEPH McNAIR FACILITATED AN ORIENTATION FOR NEW AND RETURNING MEMBERS WHO WISHED TO ATTEND.**

**CHAIR:** Joseph McNair

**MEMBERS PRESENT:**

Jesus Alvarez	John Alvarez
Marcia Anglin	Santiago Aranegui
Cecilia Bermudez	Loretta Blanchette
Ana Maria Bradley-Hess	Martha Cavalaris
Nelson de la Rosa	Evelyn Diaz
Ramona Edwards	Olubisi Faoye
Armando Ferrer	Sheri Goldstein
Malou Harrison	Harry Hoffman
Euphemia Jackson	Marta Junco-Ivern
Chris Kinnaird	A.J. Kreider
Joselle Laguerre	Irene Lipof
Walter Mackey	Pamela Menke
Tom Meyers	Alfredo Perez-Triff
Carol Petrozella	Oneyda Paneque
Yuly Pomares	Jesus Reyes
Herbert Robinson	Lois Sargent
Emily Sendin	Carol Tulikangas
Grace Telesco	Paul Tisevich
Maria Vargas-O'Neel	

**MEMBERS ABSENT:**

Yazunary Caron	
Ece Karayalcin	
Lourdes Oroza	Substitute Tom Meyers
Lourdes Perez	Substitute Cecilia Bermudez
Madeline Pumariega	Substitute Ramona Edwards
Rebecca Sanchez	Sent Notification
Maria Valenzuela	Maternity Leave

**PRESENTER:** Norma Martin Goonen

**RESOURCE:** Julian Chiu  
Mollie DeHart  
Beverly Moore-Garcia  
Gina Victoria

**RECORDER:** Carol McAlister

1. **Call to Order**  
Joseph McNair called the meeting to order.
2. **Introductions**  
Joseph McNair welcomed the new and returning members of CASSC to the first meeting of the academic year. The new members and the returning members introduced themselves individually.
3. **Approval of the July 10, 2007 CASSC Minutes**  
The minutes of the July 10, 2007 CASSC Meeting were approved as submitted.
4. **CASSC Chair and Coordinating Committee Elections**  
A memo was distributed to the CASSC members requesting nominations or self-nominations be submitted for the CASSC Chair, the Coordinating Committee faculty representative, and the Coordinating Committee staff representative for a one year term of service.

The Council has a five person Coordinating Committee. The CASSC Coordinating Committee consists of the Chairperson of CASSC who also serves as the Coordinating Committee Chair, an Academic Dean and a Student Dean appointed by the Provost for Academic and Student Affairs, a CASSC faculty member elected by the CASSC membership, and a CASSC staff member elected by the CASSC membership.

In response to the election memo for the CASSC Chair, at the meeting Nelson de la Rosa and Emily Sendin were nominated, and accepted the nomination. There were no additional nominations. Emily Sendin was elected by the CASSC membership to serve as the 2007-2008 CASSC Chair.

In response to the election memo for a CASSC faculty representative to serve on the Coordinating Committee, at the meeting Marcia Anglin and Nelson de la Rosa were nominated and accepted the nomination. There were no additional nominations. Nelson de la Rosa was elected by the CASSC membership to serve as the 2007-2008 faculty representative on the Coordinating Committee.

In response to the election memo for a CASSC support staff representative to serve on the Coordinating Committee, at the meeting Euphemia Jackson was nominated and accepted the nomination. There were no additional nominations. Euphemia Jackson will serve as the 2007-2008 support staff representative on the Coordinating Committee.

**CASSC Coordinating Committee Elections 2007-2008**

Chair, Coordinating Committee	(Elected CASSC Chair)	Emily Sendin
Faculty Representative on the Coordinating Committee	(Elected)	Nelson de la Rosa
Support Staff on the Coordinating Committee	(Elected)	Euphemia Jackson

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

*Institutional Effectiveness Committee*

The structure of the Institutional Effectiveness Committee specifies that a CASSC faculty member serve on the committee. The appointment is made by the Provost for Academic and Student Affairs. Grace Telesco and Yuly Pomares volunteered to serve on the committee.

*International Education Committee*

The structure of the International Education Committee specifies that a CASSC faculty member serve on the committee. The appointment is made by the Provost for Academic and Student Affairs. Marcia Anglin volunteered to serve on the committee.

*Learning Resources Committee*

The structure of the Learning Resources Committee specifies that a CASSC library faculty member serve on the committee. The appointment is made by the Provost for Academic and Student Affairs. Paul Tisevich volunteered to serve on the committee.

*Student Services Committee*

The structure of the Student Services Committee specifies that 4 CASSC faculty members serve on the committee. The appointments are made by the Provost for Academic and Student Affairs. Two CASSC faculty members appointed to the Student Services Committee completed their two year-term of service on the Council. Irene Lipof and Olubisi Faoye volunteered to serve on the committee.

6. **Dr. Goonen's Updates**

*Recognition of Outgoing Chair*

The outgoing CASSC Chair, Joseph McNair, was recognized for his faculty leadership, and his two terms of service as CASSC Chair (2005-2007).

*Welcoming*

The new CASSC members and returning members were welcomed to the first meeting of the academic year.

*General Education Outcomes*

Last year, ten General Education Outcomes were selected. These outcomes transcend throughout the curriculum and co-curricula activities. The process included faculty, students, alumni, employees, and administrators.

To communicate the overall information with reference to the Learning Outcomes, an administrative meeting was held on August 20<sup>th</sup>. Also, the Learning Outcomes were presented at the new faculty orientations held from August 21<sup>st</sup> through August 24<sup>th</sup>. On August 27<sup>th</sup> 742 participants that included faculty, deans, and administrators took part in the "General Education and Assessment: An Academic Dialogue", a day similar to a conference and devoted totally to academics. The evaluations from the dialogue were overwhelming positive.

CASSC Meeting  
September 11, 2007

The Learning Outcomes Assessment team, a group of 30 faculty, met in August. The assessment schedule for the Learning Outcomes is 1/2 in the Fall term, and the remaining 1/2 in the Spring term. As this is an ongoing process, two of the tasks are being rewritten.

Quality Enhancement Plan (QEP)

SACS, the MDC accrediting agency, requires a special project which benefits both students and the institution. The selected project was Math because of a low student passing rate. To increase the success of students in math, the Quality Enhancement Plan was created along with several strategies. During the past few years, the strategies have been implemented, and a report will be submitted to SACS in two-years. Jakeisha Thompson, a borrowed full-time faculty member has been appointed Director of the QEP project. She is on full release time from the Kendall Campus math department for two-years.

Student Services Area

On September 27<sup>th</sup> the Student Deans and other Student Services personnel will be working with Maggie Culp who is a consultant in the Student Services area.

Student/Program Outcome Process

On September 28<sup>th</sup>, Peggy Maki is presenting a workshop, "Curriculum Mapping: The Dialogue Continues". The goal is to develop a process to ensure the learning outcomes are in all MDC programs. Thus, when a student graduates from MDC, every outcome has been presented and reinforced.

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

**COLLEGE CASSC SCHEDULE**  
**2007-2008**

**OCTOBER 9, 2007 at Medical Center Campus/Room 1175**  
(Second Tuesday of the month)

**NOVEMBER 13, 2007**  
(Second Tuesday of the month)

**DECEMBER 11, 2007**  
(Second Tuesday of the month)

**JANUARY 15, 2008**  
(Third Tuesday of the month)

**FEBRUARY 12, 2008**  
(Second Tuesday of the month)

**MARCH 11, 2008**  
(Second Tuesday of the month)

**APRIL 8, 2008**  
(Second Tuesday of the month)

**MAY 13, 2008 (Changed from 20)**  
(Second Tuesday of the month)

**JUNE 10, 2008**  
(Second Tuesday of the month)

**JULY 8, 2008**  
(Second Tuesday of the month)