

**COLLEGE ACADEMIC AND STUDENT SUPPORT COUNCIL  
TUESDAY, NOVEMBER 13, 2007  
ELECTRONIC – E-MAIL  
MINUTES**

**CHAIR:** Emily Sendin

**CASSC MEMBERS**

**ELECTRONIC VOTE:**

Jesus Alvarez  
Marcia Anglin  
Loretta Blanchette  
Martha Cavalaris  
Frank Elsea  
Sheri Goldstein  
Malou Harrison  
Euphemia Jackson  
Ece Karayalcin  
A.J. Kreider  
Irene Lipof  
Pamela Menke  
Oneyda Paneque  
Alfredo Perez-Triff  
Yuly Pomares  
Jesus Reyes  
Rebecca Sanchez  
Carol Tulikangas  
Paul Tisevich

John Alvarez  
Santiago Aranegui  
Ana Maria Bradley-Hess  
Nelson de la Rosa  
Olubisi Faoye  
Armando Ferrer  
Harry Hoffman  
Marta Junco-Ivern  
Chris Kinnaird  
Joselle Laguerre  
Walter Mackey  
Lourdes Oroza  
Lourdes Perez  
Carol Petrozella  
Madeline Pumariega  
Herbert Robinson  
Lois Sargent  
Grace Telesco  
Maria Vargas-O'Neel

**MEMBER ABSENT:** Maria Valenzuela

Maternity Leave

**RESOURCE:** Julian Chiu

**RECORDER:** Carol McAlister

1. **Electronic Distribution of CASSC Meeting Information**  
The Coordinating Committee recommended that for the convenience of the members, the meeting information packet be distributed by e-mail. On November 13, 2007 the meeting information was distributed electronically. A request was made that a reply be returned by November 16, 2007.
  
2. **Approval of the October 9, 2007 CASSC Minutes**  
The minutes of the October 9, 2007 CASSC meeting were approved as submitted.
  
3. **Curriculum**  
**School of Computer & Engineering Technologies**  
**Computer Information Technology Program**  
Dean Lourdes Oroza  
Proposal from Richard White  
Add Existing Course to Program as an Elective

<b><u>Course Number</u></b>	<b><u>Course Title</u></b>	<b><u>Credits</u></b>	<b><u>Campus</u></b>	<b><u>Eff. Term</u></b>
MKA 1045	Introduction to Customer Service	3	1,2,3,5,6,7,8	2007-2

**Rationale:** Industry representatives suggested that the customer service training be added as an elective to Computer Information Technology AS degree. This degree prepares students for positions such as: PC Support Technician, help desk technician, user support analyst, applications system analyst, information systems specialist, technical support analyst, computer information manager user support supervisor, computer systems analyst, customer service representative, computer operator, computer repair technicians, computer sales person, help desk office supervisor, office systems support specialist, software tester, software trainer, user support specialist or to provide supplemental training for persons previously or currently employed in these occupations. For students preparing for careers as help desk technicians, user support analysts, or customer service representatives the addition of MKA 1045 as an elective would prove beneficial.

**UNANIMOUS  
APPROVAL**

4. **Curriculum**

Dean Harry Hoffman

**Natural Sciences, Health & Wellness**

Proposal to include the following new courses to the 24 Hour Elective Box

IDS 1107	Tools for Success	1 Credit
IDS 2370	Leadership in Science, Technology, Engineering & Mathematics	1 Credit
IDS 2371	Skills for Transfer Success	1 Credit
PSC 1191	Physical Science Lab Fundamentals	1Credit

*(Proposal from Chris Migliaccio)*

<u>Course Number</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
IDS 1107	Tools for Success	1	1,2,3,5,6,7,8	2007-2

**Course Description:** This course is for students majoring in science, technology, engineering and mathematics fields (STEM). Students will learn writing, research, presentation, and technological skills necessary for success in STEM-related disciplines. Course topics include learning styles, collaborative skills, and power study techniques and will use related technologies related to STEM. (1 hr. lecture)

**UNANIMOUS  
APPROVAL**

*(Proposal from Michael Hettich)*

<u>Course Number</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
IDS2370	Leadership in Science, Technology, Engineering & Mathematics	1	1,2,3,5,6,7,8	2007-2

**Course Description:** In this course students will research their career interests and interview professionals in Science, Technology, Engineering and Mathematics (STEM). Students will learn to identify, compare, and evaluate upper division degree programs and prepare applications for admission to these programs. Students will write successful application essays and develop interview skills for transfer. (1 hr. lecture)

**37 IN FAVOR  
1 OPPOSED**

*(Proposal from JoAnna Falco)*

<u>Course Number</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Eff. Term</u>
IDS 2371	Skills for Transfer	1	1,2,3,5,6,7,8	2007-2

**Course Description:** This course is for students in science, technology, engineering and mathematics (STEM) for matriculation to the upper division. Students will learn to research, write, coordinate and present grants and scholarships in conjunction with the college application process. Students will document all of their efforts in an electronic portfolio. (1 hr. lecture)

**34 IN FAVOR  
4 OPPOSED**

*(Proposal from Jose Diaz)*

<u>Course</u>				<u>Eff.</u>
<u>Number</u>	<u>Course Title</u>	<u>Credits</u>	<u>Campus</u>	<u>Term</u>
PSC 1101	Physical Science Lab Fundamentals	1	1,2,3,5,6,7,8	2007-2

**Course Description:** Students will learn to develop observation, measurement, analysis, and presentation skills using hands-on- collaborative physics and chemistry activities. These skills will enhance future performance in Science, Technology, Engineering and Mathematics (STEM) courses and careers. Students will use current technology as well as critical thinking. (2 hr. lab)

**UNANIMOUS  
APPROVAL**

5. **Announcement**

The next meeting will be on December 11, 2007, 1:30 p.m., Room 2106 at Wolfson Campus.