

**COLLEGE ACADEMIC AND STUDENT SUPPORT COUNCIL
TUESDAY, SEPTEMBER 9, 2008
WOLFSON CAMPUS, ROOM 2106, 1:30 P.M.
MINUTES**

CHAIR: Emily Sendin

MEMBERS PRESENT:

John Alvarez	Jacquelyn Loftus
Marcia Anglin	Felix Lopez
Phyllis Bochman	Pamela Menke
Ana Maria Bradley-Hess	Thomas Meyer
Manuel Carames	Carol Miller
Martha Cavalaris	Meera Nair
Nelson de la Rosa	Yaqueline Padron
Mayra Diaz	Oneyda Paneque
Frank Elsea	Lourdes Perez
Annette Gibson	Madeline Pumariega
Sheri Goldstein	Herbert Robinson
Harry Hoffman	Lois Sargent
Walter Kozloski	Emily Sendin
A.J. Kreider	Grace Telesco
Ivonne Lamazares	Paul Tisevich
Irene Lipof	Jeffrey Thomas
Jose Vazquez	Carol Tulikangas

MEMBERS ABSENT:

Helen Brown	Sent Notification
Armando Ferrer	Vanya Albury
Malou Harrison	Carlton Daley
Marta Junco-Ivern	Sent Notification
Ece Karayalcin	Sent Notification
Maggie Lamarre	Sent Notification

RESOURCE:

Julian Chiu
Mollie DeHart
Beverly Moore-Garcia
Gina Victoria

RECORDER: Henri Roberts

1. **Call to Order**

Emily Sendin called the meeting to order.

2. **Introductions**

Emily Sendin welcomed the new and returning CASSC members to the first meeting of the academic year. The new members and the returning members introduced themselves individually.

3. **Approval of the July 8, 2008 CASSC Minutes**

The minutes of the July 8, 2008 CASSC Meeting were approved as submitted.

4. **CASSC Chair and Coordinating Committee Elections**

An electronic 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 following CASSC members were nominated for CASSC Chair: Martha Cavalaris, Nelson de la Rosa, and Emily Sendin.

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

Enrollment

Dr. Goonen reported to CASSC members that the College-Wide enrollment was up by 6.2%. She also announced that faculty would receive the "Last Day of Attendance" e-mail. She asked CASSC faculty members to collaborate by replying to the e-mail and to encourage their colleagues to do the same. The purpose of the e-mail is to identify those students who have not attended or stopped attending, as well as those who have been attending classes.

Bachelor of Applied Science (BAS)

The four Bachelor of Applied Science (BAS) proposals were submitted to the Department of Education by the deadline of September 1. The BAS are in the areas of: Electronic Engineering Technology, Supervision & Management, Health Science with Physician Assistant Option, and Film, TV & Digital Production.

Learning Outcomes Workshops - Student Learning Outcomes Authentic Assessment

On September 11, an executive briefing for Deans, Chairs, and School Directors was scheduled to provide information on what the workshop entailed. On the same day a workshop for faculty facilitators was conducted as well. On September 12, the **Student Learning Outcomes Authentic Assessment Workshop** was conducted, for faculty only. Both workshops were facilitated by Dr. Jon Mueller, Psychology professor at North Central College in Illinois.

Student Services

On September 26, the Student Deans and other Student Services personnel conducted a **Student Learning Outcomes Assessment Workshop**, facilitated by Maggie Culp who is a consultant in the Student Services area. Each of the areas of the Student Services identified two outcomes. One common outcome they share is "The Information Literacy: How to Find Information." The

purpose of this workshop was to develop assessment strategies to use with the students in the different areas of Student Services.

The Students Services has developed e-mail reminders going out to students notifying them when their tuition is due as well as a live chat tool for students to interact with advisors to answer their inquiries. Also, the MDC Call Center has implemented an online registration tracking system. Students, who have attempted to register online, and have been unsuccessful, are contacted by a staff member of the MDC Call Center, and assist them complete their registration.

7. Announcements

Amendment 8

Prof. Irene Lipof reported that a large number of the MDC community members have volunteered to participate in the various areas where help is needed. She also reported that a pilot phone banking operations was scheduled to start the second weekend in September. Each campus has a Campus Advocacy Committee in place, which will be communicating with the College-Wide Steering Committee to coordinate ongoing activities on the campuses.

New Student Activity

Jackie Loftus, professor of Humanities at IAC, announced that she was organizing a new student activity – “Brain Bowl Exhibitions.” Exhibitions were scheduled during the activity hour as follow:

September 10, 2008 – Wolfson Campus – Student Courtyard

September 17, 2008 – North Campus - Breezeway

September 24, 2008 – InterAmerican Campus – Flag Courtyard

Students who wish to participate must be enrolled in six credits or more with a GPA of 2.0 or higher.

Miami Book Fair International

Tom Meyer announced that this year marks the Miami Book Fair International’s 25th Anniversary. He encouraged CASSC members to volunteer in one capacity or another. The fair will start on November 9, with the “Evenings With” series, and the street fair will be from November 14-16. He also, invited CASSC members to attend the poster unveiling on Thursday, September 18, 2008.

Student Life

Madeline Pumariega announced that Student Life and Student Government Association started a food and water drive for Hurricane victims in the Caribbean. Student Life was designated as the drop off location on each campus.

Learning Outcomes Workshop

Dr. Menke invited CASSC faculty members who were interested in attending the Learning Outcomes Workshop, to register by September 10.

The meeting was adjourned at 2:35 p.m.