

Miami Dade College
College Admissions and Registration Procedures Committee
Meeting Minutes – March 17, 2006

The monthly meeting of the College Admission & Registration Procedures Committee was held at the West Campus, Room 1257 from 1:00pm – 4:00pm on Friday, March 17, 2006

MEMBERS PRESENT:

Alex Baez, Registrar, IAC
Dulce Beltran, Adm/Registration, KC
Toni Bilbao, Assoc Provost, District, WC
Ferne Creary, Assist Col Registrar, District, KC
Armando Ferrer, Dean of Students, KC
Rosa Ferrer, Bursar, Bursars, WC
Regina Ferguson, Adm/Registration, HC
Floris Giol, International Students, KC
Rulx Jean-Bart, Adm/ Registration, WC
Steve Kelly, College Registrar, District, KC
Jocelyn Legrand, Soc Sciences, WC
Lily Lindo, Adm/Registration, MC
Raquel Montequin, School of Education, IAC
Maria Morantes, Group Manager, KC
Jackie Power, Adm/Registration, NC
Ana Sarasti, Financial Aid – District, KC

MEMBERS ABSENT:

Akwasi Agyeman, Arts & Philosophy, NC
Nora Cooper, Advisement, KC
Isabel De La Serna, Registration, NC
Harold Harper, Applications Development, KC
Marina Hernandez, Adm/Registration, Hialeah
Pat Lassiter (CASSC), Allied Health, MC
Josie Llarena, School of Education, IAC

The meeting was called to order and a quorum was declared present.

Approval of Minutes

- Minutes from the February 17, 2006 meeting were recommended for approval, seconded, and approved as amended.

Introductions and Announcements

- CARP members welcomed new member Raquel Montequin – School of Education – InterAmerican Campus, and new resource member Maria Morantes – Group Manager – Kendall Campus. Maria will be attending future CARPC meetings with Harold Harper.
- Dr. Bilbao informed the committee of all the innovations at the new West Campus. Among the topics mentioned were: The Dual Language Honors Program; future plans for the building; and The Community Education Courses. Dr. Bilbao will tour interested members around the facility near the end of the meeting.

Special Agenda Items

- Summer Auto Grad

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Academic Affairs Report

- Dr. DeHart informed the committee that the Bachelor in Applied Science in Public Safety Management will be placed on the State Agenda on March 21st; the program is scheduled to begin in the Fall of 2006. *Post meeting note: this program has been approved by the state and a commission of MDC members are now working on planning issues for implementation by 2006-1.* Dr DeHart also commented on the proposed Bachelor in Science in Nursing to be approved by CASSC before the summer.
- Dr. DeHart also informed the committee that the 2006-08 Catalogs were sent to the printers; they should be ready by June 12th.
- Dr. DeHart will also check on the CAPE Program status for Mr. Jean-Bart.

International Students Report

- Ms. Giol commented that 2,777 hits were reported on the International Students Website from January 25th through March 15th.

Financial Aid Report

- Ms. Sarasti mentioned to the committee that last year over 75,000 students filled out FAFSA Applications, of which 69% were done electronically. Electronic filing is an improved process with faster results for financial aid awarding. Students are now being encouraged to submit the applications for the next Fall term.
- Ms. Sarasti also commented that more information should be provided to the students via the Web for the next school year 2006-07.
- Ms. Sarasti also spoke about the decline in faculty purges, and the fact that students taking courses not outlined in their program of study is causing problems with their financial aid; therefore, an effort is being made to prevent students from taking any unnecessary courses.

Meeting Schedule through June 2007

- Mr. Kelly e-mailed the new schedule of meetings to all of the CARP members.
- The next meeting is scheduled at the Hialeah Campus.

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Inactive Student Records in Odyssey

- Ms. Morantes informed the committee that testing is being done to “inactivate” Odyssey records of students who have not been enrolled for more than one year. This should be transparent to line users. The purpose of this is to remove the need for large amounts of processing of inactive records whenever production jobs are run. Nothing will be lost. If/when former, inactive students return to the college, their records will be brought back into the production system.

Odyssey Report

- Ms. Morantes announced that so far this New Port was the best one yet implemented. She also mentioned that Quality Control was observed closely during the implementation.

Tour of Facilities

- Dr. Bilbao offered members a tour of the West Campus facilities.

Special Agenda Items

- Mr. Baez inquired on the possibilities of removing the Auto Grad from the system. Dr. Ferrer commented that this could not be done, since it would affect the College in many ways.

The CARPC Meeting was adjourned at 3:15 pm. The next meeting is scheduled at Hialeah Campus on Friday, May 12 , 2006.