CHAIR: Morris Knapp

MEMBERS PRESENT: Jaime Anzalotta
                   Elizabeth Bonet
                   Ana Maria Bradley-Hess
                   Maria Casado
                   Pauline Chohonis
                   Minca Davis-Brantley
                   Nelson De La Rosa
                   Marcaisse Douyon
                   Andrew Frados
                   Alicia Giovinazzo
                   Taurie Gittings-Wheeler
                   Harry Hoffman
                   Nikki Howard
                   Kelly Kennedy
                   Dorothy Koffler
                   Erick Dominicis
                   Richard Prentiss
                   Julian Chiu
                   Mollie DeHart
                   Alfredo Ochoa
                   Lenore Rodicio

MEMBERS ABSENT: Marva Adams
                 Jaime Bestard
                 Geoffrey Danzig
                 Kathy Maalouf
                 Isabel Martinez
                 Kim McGinnis
                 Vicky Owles
                 Lourdes Perez
                 Stewart Pulley
                 Sent Notification
                 Sent Notification
                 Sent Notification
                 Marina Hernandez
                 Sol Gonzalez
                 Julio Fernandez de Cueto

PRESENTERS:    Henry Lares
                Beverly Moore-Garcia
                Pilar Pardo
                Jackie Peña
                Georgette Perez
                Amy Pettigrew
                Rosa Polanco-Paula
                Steve Quinzi
                James Rosado
                Kristen Rosen-Gonzalez
                Margarett Shippey
                Sourmia Souchak
                Michelle Thomas
                Carol Tulikangas

RESOURCE:      Henri Roberts
1. **Call to Order**
   Morris Knapp called the meeting to order.

2. **Thank You and Welcome**
   CASSC Chair Morris Knapp thanked Professor Kennedy for providing the council with delightful baked goods. He also introduced new CASSC member Professor Kristen Rosen-Gonzalez, English & Communications, Kendall Campus.

3. **Comments by the Provost, Academic & Student Affairs**
   **Congratulatory Notes**
   - On October 17, the School of Science hosted the 2014 Distinguished Science Research Awards. Six science faculty members were honored and recognized for their scientific research at the College as well as serving as mentors to undergraduate students. This year’s honorees are:
     - Dr. Jose Calavia, Physics, Kendall Campus
     - Dr. Carlos Fernandez, Chemistry, InterAmerican Campus
     - Dr. Jorge Gilbert, Physics, Wolfson Campus
     - Dr. Sourmia Souchak, Physics, Kendall Campus
     - Professor Alfredo Leon, Biology, North Campus
     - Dr. Steven Ritter, Biology, North Campus
   - Provost Rodicio also asked College CASSC members to join her in congratulating Vice Provost Beverly Moore-Garcia for successfully attaining her doctoral degree.

   **Southern Association of Colleges and Schools – Commission on Colleges (SACSCOC)**
   The SACSCOC on-site visit that took place from October 20 to October 23 was very successful. The on-site review committee was very impressed and commended the institution for the great impact it has on the community and students. A final report will be sent to us to provide additional information based on recommendations made by the on-site review committee.

   **Legislative Session**
   Legislative session will start on January 5, 2015.

   **State Board of Education College Workshop**
   Provost Rodicio attended the State Board of Education College Workshop held in Orlando on Monday, November 17. College Presidents from across the State as well as the Chancellor and Vice Chancellor from the Florida College System were in attendance. The purpose of the workshop was to learn more about the Florida College System and to have a better understanding of what it is that we do and how our work dovetails with that of the State University System.
Detailed Agenda

Informational Item(s)

1. SACSCOC QEP Outcomes and Next Steps
   Morris Knapp introduced Richard Prentiss who provided updates to the College’s QEP and next steps. Richard noted that the QEP was well received by the SACSCCOC on-site review committee. He also commended the School of Justice for their contributions and hardwork during the on-site visit.

   Next Steps:
   • Implement in 2015 – The School of Justice will roll-out the QEP.
   • Continue working with College Training & Development (CT&D) to identify and develop all training sessions for the School of Justice, faculty, staff, administrators and students.
   • Meet with members from the School of Business, School of Nursing and School of Health Sciences to plan the QEP kick-off for each school.
   • Start pilot assessments at the School of Justice during the Spring semester. These assessments will assist in identifying a baseline and provide a guidelines on how to move forward from that baseline as components of the QEP are infused.
   • Get faculty from other disciplines involved in QEP trainings, who then will be able to infuse its components into their courses if they choose to do so.
   • Start QEP trainings in mid-February until May. Designing Your Own Spring Break seminar will focus on the QEP.

2. Learning Resources Updates
   Morris Knapp introduced Erick Dominicis who provided Learning Resources updates. The College has acquired Accudemia and Overdrive softwares.

   **Accudemia** –
   Accudemia is a web-based academic center management system that assists and records students utilization of laboratories and other academic support services. As of October 2014, Accudemia has tracked more than 103,000 students. Learning Resources began using Accudemia at all MDC campuses in 2012.

   **Overdrive** –
   Overdrive is an application that allows users to find, borrow, enjoy and return eBooks and e-audiobooks on a wide variety of compatible tablets, phones and computers, all for the tempting price of zero dollars per month.

   Overdrive allows users to:
   • Access thousands of popular e-books and e-audiobooks from a variety of devices
   • Avoid late/lost fees
   • Select materials based on reading levels, content, awards, etc.
   • Share titles with others, rate title, create comments
   • Recommend titles for purchase
3. **Approval of Minutes October 7, 2014**  
The minutes of the October 7, 2014 CASSC meeting were approved as submitted.

4. **Announcements**

   **December CASSC Meeting**  
   Morris Knapp, CASSC Chair, reminded council members that the next CASSC meeting is on December 9, 2014, at the Wolfson Campus, Room 2106. He also reminded CASSC members that if they are unable to attend the meeting, to send a substitute to represent them at the meeting. It is important to meet quorum for voting purposes.

   **District Office of Academic Programs**  
   Mollie DeHart announced that Henri Robert has joined the Office of Academic Programs as Academic Coordinator.

5. **Adjournment**  
The meeting was adjourned at 3:30 p.m.