South Seattle Community College  
Curriculum & Instruction Committee Meeting  
Friday, November 2, 2001  
2:00 – 3:30 pm

Members Present: Tom Pierce, (Chair) Mike Steffancin (Vice Chair) Joan Stover, Bob Dela Cruz, Allen Stowers, Pamela Wilkins, Dolores Mirabella, Judy Gray, Sabra Schneider, Olga Shatunova, Diane Schmidt

Ex-Officio Members: Dr. Jill Wakefield, Frank Post, Malcolm Grothe

Guest: Sandra Bolt

Staff: Karen Whitney

1. Tom Pierce called the meeting to order at 2:00 pm. A quorum was present

2. Approval of Meeting Minutes from the October 19, 2001 meeting.

   Tom asked everyone to review the meeting minutes from the October 19, 2001 meeting. A motion was made and seconded meeting minutes approved as corrected.

3. Subcommittee Reports

   a. Course/Program Review - Allen Stowers -

      Developmental English – Allen reported that the Program Review would be ready by the next meeting. Allen has received notebooks and other information concerning program review that Laura Parkins had. Tom Pierce will review the information as well.

      The Business and Accounting Program external review was held on Tuesday, October 30th. The division is to write a follow-up report to the CIC Program Review subcommittee.

   b. Course/Program Revision - Sabra Schneider

      The Course revision subcommittee met prior to the CIC meeting. A course revision for MUS 100 – Music in the Western World was submitted. The purpose of the revision is to make the course more appealing to students in order to increase enrollment and to broaden the transfer categories that the course will be able to meet. The course will be offered Winter Quarter. It was moved and seconded to approve this course – motion carried, the MUS 100 course was approved.

   c. Course/Program Origination - Joan Stover

      Joan Stover and Mike Steffancin reviewed the CIC forms for Program Origination
and Course Origination. Joan reported that there are questions on the form that need to be addressed and the form modified. The origination subcommittee will report on the progress at the November 16th meeting.

4. Report of Instructional Support - Pamela Wilkins

Members of the Taskforce: Judy Gray, Sabra Schneider, Joan Stover, Mike Steffancin and Pamela Wilkins.

Pamela announced that the committee met and a copy of the minutes were distributed. The taskforce sees this as a college-wide issue. It is the desire of the taskforce to seek a college-wide venue for change rather than attack any one group. It was suggested that one was is to tie this issue it to the institutional goals as part of Institutional Effectiveness. It was suggested to include representatives from other committees on campus. Another suggestion is to include this issue for discussion at President Cabinet. Sabra asked for any feedback about the minutes etc.

5. Assessment - Sandra Bolt

Sandra Bolt discussed placement testing (ASSET/COMPASS/SLEP).
Sandra summarized Ability to Benefit (ATB) and placement Assessment at SSCC.

Sandra reviewed how to interpret placement scores. She explained that the U.S. Department of Education approves and establishes ATB cuts. Cuts are based on tests given in high schools to graduating seniors and are set at one standard deviation below the mean (84%). Those that fall below the 84% are not given financial aid as they are considered below the ability to benefit level. They are placed in ABE/ESL classes until they retest for higher placement.

ASSET and SLEP are based on a scaled score. COMPASS is based on percentile. ASSET and COMPASS are exams designed for students whose English is their first language or who have a good grasp of the English language in reading and writing.

SLEP is designed for the English as a second language student.

Sandra suggested that faculty look at these scores annually to determine that cut-off scores are appropriate for the student. In other words, what abilities do we want the student to have when enrolling in this course? We can find that answer in a number of ways. It is appropriate to monitor this annually. Faculty may choose to place a prerequisite on their course.

Sandra gave an example of using the Flesch-Kincaid Reading instrument to assess the aviation text used back in 1991. The text read at a 13th reading grade level, however, students were getting into the program with SLEP scores of only a 44. Did these students pass the course? Did they pass the FAA exam?

Malcolm discussed that he met with Sandra concerning his programs. They reviewed the cut-off scores and determined the appropriate ATB level scores for his programs.
Sandra discussed that the Professional Technical and Academic cut-off scores are not in sync. Professional Technical programs have, for example, an English 101 cut-off that is higher than the District’s Academic cuts. In addition, within the same program, cuts are different depending on the exam one takes.

The committee discussed that the ultimate responsibility lies with individual faculty groups to determine what cut-off scores are appropriate.

Frank reminded the committee that the idea of these test scores is simply to get at what level do students need to write, read and have math ability.

Tom Pierce discussed that the English faculty should meet and vote on this matter. Tom explained that he is not sure what the CIC’s role is concerning this issue.

Sandra and the committee discussed that there is data that supports the need to change the cut-off scores and that there is data that can assist in establishing cut off score levels. It was suggested to have a faculty development workshop on this topic. Tom Pierce will follow up with Mary Jo White.

6. CIC Goals - Dennis Colgan

Dennis handed out 3-ring binder to each member of the committee that included copies of WAOL Courses offered (courses were downloaded from the World Wide Web). There are 65 courses, 7 courses have been approved at SSCC and enrollment has been going on for the last 2 years. Our enrollments are not very high. Dennis explained that there is approximately 1700 students statewide enrolling in WAOL Courses only. The classes all fill very quickly. The goal was written when Frank Post was chair of the committee. Dennis reported that students cannot enroll in classes after they are full.

There were questions concerning faculty offering courses, Dennis explained that if faculty want to offer a shared course they need to talk to Dennis. Tom said that the CIC does not need to talk about this topic today. The binders are for committee review and further discussion at a future meeting. All WAOL courses will need to go through the Course Origination subcommittee.

Date for next meeting, November 16th.

Meeting adjourned at pm at 3:40 pm