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

2. Approval of meeting minutes from both the July 19, 2001 and October 5, 2001 meeting minutes. It was moved and seconded to approve both meeting minutes as corrected. Motion Passed. Meeting minutes from both the July 19, 2001 and October 5, 2001 meetings were approved as corrected.


Dolores reported that the subcommittee has met and has discussed on how to proceed. The plan is to study the program reviews that have been done and see how Critical Thinking is being incorporated into the curricula. The committee will also work with Faculty Development to include training activities about Critical Thinking. The subcommittee will also prepare a small manual of how to incorporate Critical Thinking into the curriculum.

4. Subcommittee Reports

a. Course/program Origination - Joan Stover

Joan Stover discussed the subcommittee meeting concerning the course, "Perspectives of the Chinese Garden" of 3 credits that Tom Piece submitted for approval by the committee. Joan discussed that there is concern that the CIC Course Origination form needs to be revised. It was suggested that the course origination form be revised. Allen made a motion that the CIC grant approval for this course, motion seconded. Amendment to the motion: with the recommended changes, names & titles required clarification of global studies designation or other. Amendment - passed. Tom Pierce abstained from the vote of both the amendment and the motion. Motion voted on: motion passed. (Tom Pierce Abstained from this vote as well.)

The origination subcommittee will meet concerning changes to the course origination form and report back to the whole CIC.

b. Course/program revision - Sabra Schneider - No Course or program revisions were submitted.
b. Program Review - Allen Stowers

Developmental English program review status? The committee raised the question on the status of this review. Tom Pierce will follow-up and report back to the committee.

5. Report from the VP for Instruction – Dr. Wakefield

Dr. Wakefield briefly discussed the Prior Learning Assessment Subcommittee and reminded everyone that the Prior Learning Assessment subcommittee will meet immediately after this meeting. Jill mentioned that she thought we should have our course outlines put "on-line" for access by instructors, students and staff. Jill asked if members of the CIC have any concerns about having course outlines on-line and possibly the course syllabi.

It was suggested that every faculty have a simple web page with course outlines and syllabi. This should be a standard for all faculty and is helpful for students. Dr. Wakefield asked the committee for feedback about this.

Jill discussed the current budget concerns and cuts. She expressed that we just don’t know yet what cuts will be made. There will be a substantial tuition increase. People will continue to enroll and there will probably be and increase in enrollment of anywhere from 10-40%. Due to Boeing and airline layoff’s, we could get more money for worker retraining.

Dr. Wakefield briefly discussed Basic Skills Courses. She explained that there is discussion about whether or not to put fees on basic skills courses. We will probably be charging some fees for these courses.

6. Follow-up on items from the last meeting – Tom Pierce

a. Coordinator of student learning outcomes - who is overseeing? Tom explained he is not clear about who does this. The Institutional Effectiveness committee along with Marsha Brown & Roger Bourret has been working on this. There is not a formal relationship between Institutional Effectiveness & CIC. There is not a liaison. The committee discussed what needs to be done. No one is coordinating the effort. There has not been any discussion about assessment of Student Learning Outcomes. Jill asked if the CIC could make recommendations about implementation of how SLO’s are assessed. Jill will talk with Marsha Brown and Roger Bourret about their role.

b. Implementation of Recommendations made by Program Review. What is being done with the recommendations of both the internal and external reviews? It was suggested to add a line or two on the CIC Program Review form to note the progress being made concerning the recommendations noted in the program review. Allen Stowers will follow-up on this.

b. Instructional Support – There is concern by the faculty about lack of instructional support for both lab classes and computer classes (sciences, on-line, CD ROM's don't work on campus computers.). Our modes of instruction rely on technology resources, software, hardware (upgrades) and adequate support for these
technologies.

Dr. Wakefield suggested that the subcommittee write a report addressing the issue from a college-wide perspective. Dr. Wakefield will work with the subcommittee.

7. Preparation for workshop on assessment

Sandra Bolt will give a presentation on asset/compass test scores.

8. Date for next meeting - November 2, 2001 at 2:00pm - 3:30 pm in LIB 215.

Agenda item for next meeting is Syllabus workshop - Dolores Mirabella.

Meeting adjourned at 3:25pm.