South Seattle Community College  
Curriculum & Instruction Committee Meeting  

Friday, April 12, 2002

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

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

Staff:  Karen Whitney

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

2. Tom asked the committee members present to review the meeting minutes from the March 15, 2002 meeting.  Correction made to the attendance – Joan Stover did attend the meeting.  A motion was made and seconded to approve the meeting minutes as amended.

3. Subcommittee Reports

   a. Course/Program Review - Allen Stowers - Fall Quarter
      Allen announced that we are moving ahead to get program review responses from those programs that have been reviewed.  We hope to have responses from both the Heavy Duty Diesel Program and the Business and Accounting Program due by the end of Spring Quarter.

   b. Course/Program Revision - Sabra Schneider
      In Sabra’s absence, Pamela Wilkins discussed the LHO Program Revision that was submitted for review.  They added 3 courses and made name changes to some existing courses.  Changes were made based on Industry and TAC review and recommendations.  A motion was made and seconded to approve the LHO Program Revision.  Motion carried. The LHO Program Revision was approved by the CIC committee.

   c. Course/Program Origination - Joan Stover
      Joan announced that the sub committee met to approve the Medical Office Clerk Program which consists of the origination of 3 new courses.  The Origination committee recommended that the CIC committee approve this program.  The committee generally felt that it was a good idea.  A motion was made and seconded to approve this Degree Option of the BIT program.  Motion carried. The Medical Office Program was approved by the CIC.

4. Honorary Degree for Phyllis Gutierrez Kenney – Dr. Wakefield

   Dr. Wakefield announced that Dr. Mitchell has asked for endorsement by the CIC for
an honorary degree to be awarded to Phyllis Gutierrez Kenney, for her help and support of our health care programs. Dolores moved to approve/support the awarding of the honorary degree and that Cabinet development criteria for awarding honorary degree. The motion was seconded; motion carried. The CIC agrees with the decision to award Phyllis Gutierrez Kenney with an Honorary Degree from SSCC for the contributions she has made to South Seattle Community College.

Bob Dela Cruz recommended that the college look into setting up criteria for the awarding an honorary degree.

5. Vice President For Instruction - Dr. Wakefield reported on the proposal for an Associate in Applied Science – T (AAST) Degree. This concerns students enrolled in our Technical programs. Jill announced that there is some interest by colleges to accept the Technical Degree. Programs then are accepted program by program – It was suggested to have the Community Colleges come up with a template to allow for General Education courses that would be college transfer courses rather than Development. Not all four year colleges will accept this degree, however, the degree will be approved by those colleges that have articulation agreements. Dr. Wakefield would like to have the committee approve the AAST. Evergreen and City University will currently accept the AAST. The plan is to work with four-year colleges to accept degree. The biggest area of interest is in the I.T. Programs, i.e., a B.A. in Information Technology. This program doesn’t take anything away from our degrees. This would be published in our literature/college catalog.

A motion was made by Joan and 2nd by Allen Stowers for the CIC to approve this degree; motion. The CIC endorses the Associate in Applied Science-T Degree.

Dr. Wakefield discussed the E-Army U. and the CLEP Test. She explained that students could take a test to receive credit for courses. The committee supports CLEP as a concept. There was discussion that during Spring Quarter to designate faculty from English & Math to review the test. The Math faculty have agreed to study the CLEP and are in favor of the exam. Bob Dela-Cruz, English Faculty, discussed that the concept is good. Bob discussed that faculty look at the exam guide and questioned who grades and evaluates the exam. There was discussion on how would we accept credits. How do students go from test state to transcript state? There was discussion concerning Credit by Examination, i.e., ENG 101 – students pay for credits in addition to regular courses being taken. It was discussed that maximum of 15 Credits by CLEP would be accepted in the “grey area.”

The CIC committee agreed that the college generally accept the concept of this exam and there will be further discussion at subsequent meetings. There will be an update at May 10th meeting.

6. A Word from Dolores Mirabella

Dolores discussed a Faculty Development e-mail request that went out concerning “Great Teachers Springtime Diversion” to all faculty. The meeting will focus on Great Teaching and Assessment Strategies and will be next Friday afternoon – April 19th, from 1:00 – 5:30 in JMB A. There will be a focus on Information Literacy and Critical Thinking.
7. Revisions to CIC Bylaws – Tom Pierce

Tom discuss the recommendations of the Bylaws Taskforce concerning changing the bylaws for elections and membership. The changes to the bylaws will be voted on at the May 10th meeting. The changes consist of changing the terminology of “Vocational/Occupational to Professional/Technical” and changing PreCollege-to General Studies. The other recommended change was concerning term of membership and that the change be made that “Members may not serve more than two consecutive terms.” The elections committee will begin the election process at the first meeting of Spring Quarter. New members will assume duties at the beginning of Fall quarter. Tom asked for feedback/discussion concerning the proposed changes.

8. Elections -

A request for nominations was made. The following individuals were suggested as nomination to serve on the CIC: Professional/Technical: Van Bobbitt, Jay Abram, Joe Garcia, Sabra Schneider. From the Academic: Diane Schmidt, Mike McCrath, Tim Walsh. Counseling: Stephan Coates-White.

Those members planning to leave the committee at the end of Spring Quarter are, Judy Gray, Bob Dela-Cruz, Joan Stover, Allen Stowers, and Tom Pierce.

9. WAOL Course Approvals – Tom has a list of courses which were reviewed by instructors on campus. There are approximately 15 courses that are on-line courses that we currently offer. Tom will discuss with Jill and Dennis concerning details and will discuss at the next meeting.

Date for next meeting, April 26, 2002.

Meeting adjourned at 3:28 pm.