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 April 12, 2002 meeting. Corrections were made to the minutes by Judy Gray and Dolores Mirabella. Corrections to the minutes were given the recording secretary. A motion was made and seconded to approve the minutes as corrected.

3. Subcommittee Reports
   a. Course/Program Review - Allen Stowers - Allen announced he had no report for the committee.
   b. Course/Program Revision - Sabra Schneider - Sabra announced that she had no report for the committee.
   c. Course/Program Origination - Joan Stover

   Joan announced that Jay Abram from Computing Technology had submitted a Network Security Course, CTN 277. Jay attended the subcommittee meeting to discuss this course. This course will be offered Fall quarter, 2002. A motion was made and seconded to approve this course. Motion carried.

4. Vice President for Instruction – Dr. Jill Wakefield

   Dr. Wakefield announced that Kim Alexander and Roberta Kehr are continuing to work on the curriculum for the LPN Program. She has asked that the Curriculum Committee review the LPN Program curriculum to make sure the program meets our requirements such as the General Education Requirements and Student Learning Outcomes. It is hoped that this curriculum will be submitted by the May 24th meeting. Once the curriculum is written, it will be submitted to the Washington State Nursing Care Quality Assurance Commission and to the State Board. A coordinator for the LPN Program has been hired and will begin Fall Quarter, 2002. Cathy Lindenberg has agreed to help get this program going and is on loan from the University of Washington School of Nursing. Jill discussed that there is great interest in this program.
Dr. Wakefield discussed her recent Accreditation visit to Southwest Oregon Community College in Coos Bay, Oregon. She discussed that as part of our college’s strategic plan for next year, our focus will be on assessment and learning outcomes, both general outcomes and technical outcomes in our technical programs. Jill suggested that the assessment process would be done pre-mid- and post-program (similar to CAPSTONE project).

5. SCCD Guidelines for Symbolic Reasoning Requirement – Tom Pierce

Tom discussed a new requirement for the AA Degree - Symbolic Reasoning (SR). A copy of the SCCD Guidelines for the Symbolic Reasoning Requirement (AA Degree) was distributed and discussed. A District-wide committee/taskforce was formed with faculty representatives from all three campuses to discuss this change. Dr. David Mitchell chaired this taskforce. The representatives from SSCC were Tom Pierce, Olga Shantunova, and Marjie Vittum-Jones. Tom discussed that the PHI 120 course taught at the three campuses does meet all of these requirements, and it is the only logic class that meets all of the requirements. This requirement is being discussed at each campus’s curriculum committee. The committee members discussed the guidelines and recommended some “wording changes.” Tom Pierce agreed to discuss with the other campus representatives concerning the recommended changes. There was also a question concerning the “note at the bottom” and for Tom to find out what that means. A decision was made to table this discussion until the next meeting.

6. WAOL Courses – Tom Pierce

Tom distributed a copy of a list of courses from the WAOL Notebook that correspond with current courses offered at South. Tom discussed that the next step for the committee is to approve the WAOL courses that are equivalent to our own courses. There was discussion concerning some courses that need to be reviewed by appropriate faculty. Tom asked the committee if the committee would approve all the courses on the list except 4100 – Earth Systems. A motion was made and seconded to approve all the courses on the list except the 4100 course. Motion seconded. Motion carried.

7. Election Update

Tom gave a brief election update as to who is planning to run. Sabra Schneider and Pamela Wilkins will create a web site so voting could be done “on-line.” Voting will be done after the May 10th meeting.

8. CIC Bylaws

Tom asked the committee if it wanted to make additional changes to the bylaws. There was a suggestion to include some of the language used in the Institutional Effectiveness bylaws. The following recommendations were made.

- Chair will receive re-assigned time or compensation as negotiated.
- Under Responsibilities: The Chair/Vice Chair shall be responsible for establishing an election committee.
- Under Duties/Tasks of the Curriculum & Instruction Committee: The CIC may
also establish taskforces and subcommittees to address issues that require further study and consideration. Subcommittees and taskforces may include non-members of CIC.

- Change length of time to change the bylaws to 14 days prior to the next meeting.

9. CIC Goals for Next Year – Tabled until May 10th meeting.

10. Next Meeting – May 10th. This meeting will be chaired by Mike Steffancin.

Meeting adjourned at 3:35 pm.