Members Present: Dolores Mirabella (Chair), Van Bobbitt, Mike McCrath, Bonnie Flahavan-Aghai, Sabra Schneider, Olga Shatunova, Stephen Coates-White, Mike Steffancin, Diane Schmidt,

Ex-Officio Members: Gayla Shoemake, Frank Post, and Malcolm Grothe

Staff: Karen Whitney

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

2. Approval of Meeting Minutes – Meeting minutes of January 17, 2003, were reviewed by the committee members present. A motion was made and seconded to approve the minutes as written. Meeting minutes approved as written.

3. Vice President For Instruction - Gayla Shoemake Instruction Commission.
   1. There are concerns that the 4-year schools are not accepting recommendations from the Community College. Gayla will work on a committee re: this issue.
   2. The State will be changing its SMS System since HP will no longer support the current system. The data base will move to a new, web-based system.
   3. WAOL needs more Professional/Technical courses to be online. Lower Columbia has a nursing program curriculum online (probably a hybrid).
   4. Computing courses that transfer to the University of Washington Tacoma – CSC 142/143 (math for computer science) are accepted. The University of Washington, Seattle uses CSC 143 as a screening course. The U of W will accept the CSC 143 from North, however, not from the other campuses. Frank reported that our CSC 143 class is modeled after North’s course and should be transferable to the University of Washington.
   5. The Office of the Superintendent of Public Instruction and Community Colleges are discussing the use of WASAL as a placement test.

Alumni Outcomes Survey 2002-1999

Gayla reported on the results of the most recent Alumni Outcomes Survey. We improved in several areas, notably Diversity since the college invested considerable resources. We received a higher rating than in 2002, and we exceeded the national norms

Another area of significance is Educational Outcomes, page 4 of the survey results. Here a considerable number of skills related to learning outcomes, “Importance of Skill”, were rated lower than the national norms. Committee members received the summary report of the survey.
State Performance Indicators
Dolores reported on the State Performance Indicators. A copy of the last year’s results was handed out. The performance indicators cover three areas: Basic Skills, Prepared for Work and Transfer ready. The committee discussed the survey percentages and results.

a. Basic Skills – complete level. South is highest in District and State
b. Prepared for Work – South slight increase – the District had a decrease.
c. Transfer Ready – We are doing a great job in this area.

4. Subcommittee Reports
a. Course/Program Review – Stephen Coates-White (Chair), Diane Schmidt Bonnie Aghai, Allen Stowers.

Stephen Coates White reported on the form revisions for the Program Review form. Stephen made a formal request to change the title of the committee to Program Review (eliminating the Course Review portion). “Areas” will now be called a “program” – i.e., the nine columns in the degree will be used. The committee discussed the terminology for what is a program.

Stephen moved to make a change to the Bylaws and accordingly to change the name of the Course/Program Review Subcommittee to the Program/Area Review Subcommittee. The motion was seconded, motion carried. E-mail will be sent out to the committee in accordance with the bylaws.

Pastry Program Review – Stephen reported on the program review that was submitted. The subcommittee looked over what was submitted and found it to be in excellent order. It was moved and seconded to approve the program review for Pastry and Specialty Baking, motion carried.

b. Course/Program Revision – Mike Steffancin (Chair), Van Bobbitt, Jay Abram, Dolores Mirabella.

Mike Steffancin – Mike reported on Course Revision Approval Form. The Highlighted areas are additions and strike through for deletes. Switched “code Words”, clarifying language and simplified. Mike Steffancin announced that both he and Dolores would not be here next quarter. Heidi Lyman and Pamela Wilkins will replace the leaving members. Pamela Wilkins agreed to Chair this subcommittee for Spring Quarter. The committee had suggestions for the form and the recommendations will be incorporated and another draft presented at the next meeting.

c. Course/Program Origination - Sabra Schneider (Chair), Olga Shatunova, Mike McCrath, Tim Walsh

Nothing to report.
5. Progress Chart –
6. Frank met with the Communications sub-committee
7. Running Start – Dolores will call a meeting
8. Program Assessment – Dolores reported that they are preparing for the April 24th Assessment Day. The subcommittee has developed a questionnaire to be filled out by faculty before April 24. The subcommittee will meet next Friday.
9. Program Origination Subcommittee. They will begin working on revision of the forms.
11. AA Degree Review – Tom Pierce will join Stephen Coates-White on the sub-committee on distribution requirements. Tom is also on the QSR sub-committee. This committee came to some agreement on some of their issues.
12. Master Plan – Architectural firm has been selected to help with this. Gayla has spoken to the deans to get their ideas on how instruction should be involved.

Meeting adjourned at 3:30 pm. Next meeting is March 7.