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

2. Approval of Meeting Minutes – Meeting minutes of March 7, 2003 were reviewed by the committee members present. A motion was made and seconded to approve the minutes as amended. Meeting minutes approved as amended.

3. Vice President For Instruction - Gayla Shoemake –

   Gayla reported on the Faculty Assessment Day Survey. Sixty-Two faculty participated/responded to the survey. Gayla reported that Forty people preferred the all-day assessment day, which will be on April 24th. The plan is to have a morning kick-off meeting to include all the faculty. Then faculty will meet within their respective divisions. Gayla thanked Sabra Schneider for her hard work on the survey.

4. Values Statement – Maureen Shadair

   Maureen reported on the “Values Statement” being discussed in several committees, i.e., College Council and Diversity Committee. Maureen gave an overview of the concern and process that brought this issue to the committees for feedback. Maureen asked the committee to review the “Proposed SSCC Values Statement” for approval. The Student Government has approved this statement. It was moved and seconded to approve the “Values Statement.” Motion carried.

5. Instructional Support – Dennis Colgan

   Pamela Wilkins introduced Dennis Colgan who was invited to discuss instructional support issue. Dennis explained that all software installed on all computers on campus must have software licensure documentation on file with computer services. Faculty wishing to have software installed in computer labs need to contact one of the members of the Technology Committee. There are three faculty representatives for the 3 major areas on campus concerning installation of software in computer labs. Technology Committee members are: Frank Post - Academic Programs, Bonnie Aghai, General Studies, Tech Ed – Tom Phillips and Carol Koepke. Several
committee members had specific questions for Dennis. Dennis will report back to individuals who had specific issues. Dennis reported that he is trying to work out a monitoring system for software installation request. It is hoped that the tracking system will be in place by Fall Quarter. It is important to notify computer services at least 2-3 weeks prior to the quarter if you wish to have any software installed.

6. CIC Elections for Spring – Expiring Terms – Dolores Mirabella

Dolores Mirabella reminded everyone that elections will occur early in Spring. Dolores also reported that Tim Walsh has re-evaluated his ability to be committee chair next year. Further discussion will occur spring quarter.

7. Subcommittee Reports

a. Course/Program Review – Stehepen Coats-White (Chair), Diane Schmidt, Bonnie Aghai, Allen Stowers
   No Report

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

   The LPN program submitted a Program Revision. There were some revisions to courses and title changes to courses. There was no “new” curriculum or content submitted. The program revision subcommittee recommended approval. It was moved and seconded to approve the program revision submitted. Motion Carried.

   Mike reported that his committee has met and made revisions to the Course and Program Revision approval changes. The committee reviewed the revised revision forms. It was moved and seconded to approve the forms. Motion Carried.

c. Course/Program Origination - Sabra Schneider (Chair), Olga Shatunova, Mike McCrath, Tim Walsh
   Nothing to Report

8. CIC Progress Chart/Status Report

Communication SLO – It was moved and seconded to continue Communication SLO into next year.

- Running Start – Dolores will write a report for Sabra
- Program Assessment
- Instructional Task Force.
- Forms – ok
- AA Degree Review – A meeting was held – Dolores reported that the committee on Integrated Studies did not do their work because South’s representative wasn’t there. They will meet again the beginning Spring quarter. We need clarification as to who our rep is for Integrated Studies. Dolores/Sabra will check with Frank. Gayla reported that they are making good progress. The proposed AA Degree is down to three columns from the
original nine.
- Master Plan – Where we will be in 10-20 years. There will be a campus-wide committee formed with at least 4 faculty representatives to work on the Master Plan.

9. Spring Quarter Meetings - All

The committee reviewed the meeting options proposed at the bottom of the agenda. There was brief discussion, with one modification to “Option 2” by changing the June 6th date to June 13th. It was moved and seconded to go with “option 2” of the proposed meeting schedule and meet on June 13 instead of June 6th. Motion Carried.

10. Date for next meeting, Friday April 18, 2003.

Meeting adjourned at pm.3:25 pm