South Seattle Community College  
Curriculum & Instruction Committee Meeting  

Friday, May 16, 2003  

2:00 pm – 3:30 pm  

Members Present: Sabra Schneider (Chair), Mike McCrath, Bonnie Flahavan-Aghai, Stephen Coates-White, Allen Stowers, Tim Walsh, Pamela Wilkins  

Ex-Officio Members: Frank Post  

Staff: Karen Whitney  

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

2. Approval of Meeting Minutes – Meeting minutes of May 2, 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. Student Incentives Information Literacy – Pamela Wilkins  

   Pamela discussed the need to identify needs and meet with faculty to find out what faculty are interested. She discussed the idea to come up with a series of workshops that faculty would be interested in having their students attend workshops on Information Literacy. She also suggests that we should survey both instructors and students.  

   Library workshops are notoriously poorly attended. There is interest in making Library orientation more than it is and would like to have a certificate of completion as part of the Library orientation process.  

4. Elections and Nominations:  

   Sabra announced that elections and nominations for serving on the CIC for 2003-2004 will start a week from Monday, (right after Memorial Day), May 27, 2003.  

5. Subcommittee Form Revisions – Sabra Schneider  

   Tabled until next meeting  

6. Subcommittee Reports  

   a. Area Program Review – Stephen Coates-White (Chair), Diane Schmidt Bonnie Aghai, Allen Stowers  

   Stephen announced that the Program Review Forms have been given to the Deans and there has been some discussion feedback about the recommended changes to the CIC forms. There was discussion concerning doing occupational analysis for vocational programs and academic analysis for academic programs in the program review process.
b. Course/Program Revision – Pamela Wilkins (Chair), Van Bobbitt, Jay Abram, Dolores Mirabella.

Possible program revision for networking program.

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

Frank announced that he is coming out with 9 AS Degrees for Engineering Associate of Science Degrees. Stephen Coates-White requested that before the final version is brought before the CIC, that Counseling be involved in the discussion.

Sabra announced that a Course origination was submitted – HIS 241 “History of Southeast Asia” from the Academic Program. This course is accepted by the University Of Washington as a transfer course. Mike McCrath presented information. It was moved to recommend the course for approval, motion seconded. Motion carried.

7. AA Degree Update - Stephan Coates-White

Stephan discussed the AA Degree District-Wide Committee. He announced that there will be an open forum for discussion concerning the changes to the Degree. There will be a Degree Forum on Tuesday, May 21, 2003 at 2:00 pm in SCI 218. This is not a “voting” meeting, it is still an information gathering process. No draft or final proposal has been done. There have not been any firm decisions made yet concerning how the voting will occur. No voting will occur until after Fall Quarter, 2004.

8. Changes to the Bylaws – Sabra Schneider

The committee discussed the committee membership and the proposed change to the bylaws to add 1 “at large member.” It was moved to add 1 “at large” member to the CIC membership. Motion seconded. The Motion did not carry, motion Failed. The committee declined to add an additional member to the CIC membership. One committee member commented that “it doesn’t provide a solution to a problem that doesn’t exist.

9. Progress Chart

Sabra briefly reviewed the progress chart. No significant information.

10. Form Revisions – Sabra Schneider:

Sabra asked that the three committees get together to review the forms and discuss continuity.

Meeting adjourned at 3:10 pm.

Meeting Dates for Spring Quarter: May 30th & June 13th.