South Seattle Community College
Curriculum & Instruction Committee Meeting

Friday, October 28, 2003

2:00 pm – 3:30 pm

Members Present:  Sabra Schneider (Chair), Diane Schmidt, Mike Hickey, Dolores Mirabella, Don Bissonnette, Don Howard, Jay Abram, Jessie McDonald, Christopher Harris, Mike McCrath, Van Bobbitt

Ex-Officio Members: Gayla Shoemake, Malcolm Grothe

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 the October 10, 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. Gayla Shoemake – Interim Vice President For Instruction

Gayla reported that there will be a faculty development workshop in November for faculty and staff concerning dealing with disruptive students. Kevin Wilhelmsen who is a Clinical Nurse Specialist at Harborview will put on the workshop. There will be two sections – in class & outside the classroom presentations.

Gayla reported that she has been asked to serve as the facilitator for the Vice President for Student Services forums. Forums have been scheduled for November 4, 5, and 6th at 2:00 pm in RSB 30.

Gayla discussed progress on building a University Center.  Discussions are they interested in collaboration. Not scheduled yet

Malcolm attended with Gayla about student academic progress. As a result process/procedures for too long. Over 125% of credits students need to review. Students must pass 75%.

Start a Health Institute District-wide

Engineering – Project “Lead the Way” works with High schools, cc, and universities.  – Title III.

4. Subcommittee Reports

a.  Area Program Review – Jessie McDonald (Chair), Jay Abram, Don Bissonnette & Diane Schmidt.

There will be a Landscape Horticulture Program Review on November 19, 2003.
b. Course/Program Revision – Tim Walsh (Chair), Don Howard, Mike Hickey, Dolores Mirabella Van Bobbitt.

No report.

c. Course/Program Origination - Sabra Schneider (Chair), Mike McCrath, Tim Walsh Tym Parsons, Chris Harris.

Sabra reported on the Healthcare Bridge program that was submitted. There are some concerns regarding test scores. The committee has rejected the program as submitted at this time. The subcommittee will meet and report back at the next meeting.

If the needed updates are done in time, Fire Science will also be reviewed at the next meeting.

5. AA Degree update – Gayla Shoemake

There will be an AA Degree revisions meeting, Friday at 2:00 pm. There will be a presentation to the CIC at the next meeting. There will be a vote in November.

6. Ideas for summer quarter operations – Sabra Schneider

Sabra suggested that we not necessarily make a change to the Bylaws, but to make a note in the minutes concerning meeting during summer. We need to have a process in place.

7. Progress Chart Review – Sabra Schneider

Sabra Schneider reported on the progress chart. Gayla suggested that some programs come to the CIC and make presentations to the CIC. These would be 5-10 minutes in length. Gayla suggested that presentations be from programs the committee is interested in.

8. Date for next meeting, Friday, November 14, 2003.

Sabra will post meeting minutes, memberships etc in the public folders.
Meeting adjourned at 3:00 pm.

Meeting Dates for Fall Quarter

November 14

November 25

December 12.