1. Dolores called the meeting to order at 2:05 pm. A quorum was present. Dolores asked the members present to review the meeting minutes from the October 8, 2004 meeting. Motion to approve the meeting minutes as amended – motion carried.

2. Cheryl Roberts – Vice President For Instruction

Dr. Cheryl Roberts informed the committee that the IC Design Team, Dolores Mirabella, John Nordling & Dr. Roberts completed the task of incorporating the Student Learning Outcomes into the Institutional Goals for 2004.

3. Subcommittees – Dolores Mirabella

Subcommittee assignments for 2004 – 2005 are as follows:

   a. Area/Program Review – Don Howard (Chair), Carol Koepke, John Nordling, Jim Daniels

   b. Course/Program Revision – Van Bobbitt (Chair), Steve Yramategui, Chris Harris,

   c. Course/Program Origination – Mike Hickey (Chair), Beverley Stuart, Diane Schmidt, Arleen Williams,

4. Committee Membership – Dolores announced that Jessie McDonald and Collette Swan will not be able to serve on the committee because they each have teaching responsibilities in the afternoon. Willie Williams who is an alternate member also cannot serve. Malcolm announced that Carol Koepke will be able to serve as the representative from Technical Education. It was moved to approve Carol Koepke as a regular member of the committee. Motion seconded, motion carried.

5. CIC Calendar & Deadlines

John Nordling recommended some changes to the Calendar & Deadlines document. John and Dolores Mirabella will make some further modifications to the form and
bring it to the next meeting.

6. Progress Chart – The committee discussed items on the progress chart that need follow-up and completion status. Cheryl recommended that the Running Start students issue be forwarded on to APAC. Running Start is no longer a CIC issue. There was a suggestion to have a forum for students to provide feedback. There will be a report from the Distance Learning Task Force at the next meeting.

7. Malcolm announced that he plans to have 3 program reviews submitted for the next CIC meeting and that program revisions will be submitted sometime during winter quarter for the Welding and Drafting programs. Malcolm asked that the CIC look at taking on a topic to work on related to the Student Learning Outcomes. There was some discussion about where responsibility for such a task should be fixed. Frank Post said it should be the responsibility of the Institutional Effectiveness Committee. Dolores noted approximately two years ago there was some discussion on this issue and that the CIC approved a recommendation from the Critical Thinking Task Force that CIC should not be responsible for studying/assessing Student Learning Outcomes. Dolores noted that the minutes from that meeting are available as is the final report from the Critical Thinking Task Force.

8. Date for next meeting, will be on Friday, November 5, 2004 in LIB 215.

Meeting adjourned at 3:35 pm.

Meeting Dates for Fall Quarter 2004

Friday, November 5
Friday, November 19
Friday, December 3