South Seattle Community College  
Curriculum & Instruction Committee Meeting  

Friday, January 28, 2005  

2:00 pm – 3:30 pm  

Members Present: Dolores Mirabella (Chair), Mike Hickey (Vice-Chair), Diane Schmidt, Don Howard, Holly Gilman, Steve Yramategui, John Nordling, Esther Sunde, Carol Koepke, Jennifer Evans.  

Ex-Officio Members: Cheryl Roberts  

Committee Secretary: Karen Whitney  

1. Dolores called the meeting to order at 2:00 pm. A quorum was present. Dolores asked the members present to review the meeting minutes from the January 14, 2005 meeting. The minutes were approved as amended.  

2. Cheryl Roberts – Vice President for Instruction –  

- Dr. Roberts reported on the statewide initiative to develop a Common Course Numbering System for academic transfer courses among community colleges. One main purpose of this initiative is to simplify credentials evaluation for students transferring credits to other institutions. Initially, there will be a focus on the 30-50 most commonly enrolled courses. Dr. Roberts explained that this initiative will not affect course descriptions or course content, nor is this initiative an attempt to coordinate course content among colleges.  

- Cheryl discussed the 5 Year Self-Study. The site visit will take place in October, 2005. She asked the committee members present to review the language for one of the questions for Standard 2.2, regarding the significant changes that may have been made to majors/minors and degrees.  

3. Subcommittee Reports  

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

Don commented that it would be helpful to have a schedule of program reviews. Dr. Roberts will review the schedule and notify Karen Whitney when she can send the program review schedule to the CIC subcommittee members and the CIC Chair.  

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

No Report  

c. Course/Program Origination – Mike Hickey (Chair), Diane Schmidt, Esther Sunde, and Arleen Williams.  

No Report
4. Various Items – Dolores Mirabella

- There was a discussion about Distance Learning courses. Distance Learning questions/issues have been tabled until there is clarity about what the questions are via a Distance

- The committee voted to approve posting the CIC minutes, forms and other documents on the SSCC web site.

- Progress Chart – The change of mode is pending – A major question is What constitutes change of mode for a course that would indicate the need for a course to go through the CIC. The committee agreed to form a taskforce to determine what constitutes a change of mode and which change of mode revisions should go through the CIC review process. Esther Sunde and Carol Koepke agreed to serve. Dolores will recruit additional members.

5. Date for next meeting, Friday, February 11, 2005.

Meeting adjourned at 3:33 pm.

Meeting Dates for Fall Quarter

Friday, January 14, 2005
Friday, January 28, 2005
Friday, February 11, 2005
Friday, February 25, 2005
Friday, March 11, 2005 (Last Meeting Winter Quarter)