Members Present: Diane Schmidt (Chair), Don Howard, Carol Koepke, Corrine Baker, Esther Sunde, John Nordling, Jennifer Evans, Tom Pierce

Ex-Officio Members: Cheryl Roberts, Malcolm Grothe, Greg Gillespie

Guest: Collette Swan – C.N.A./LPN Program

Committee Secretary: Karen Whitney

Diane Schmidt called the meeting to order at 2:00 with a full quorum.

1) Approval of minutes - approved as written w/ one abstention. Welcome the new dean Dr. Greg Gillespie.

2) Nursing - The quorum was acting as a subcommittee to approve Nursing 170 and AHE 170 amendments of courses. Collette Swan presented that two lab credits were added to the current CNA program, due to time constraints on the instructors and students weren’t receiving credit for all of the open lab time. There were 4 hours per week of additional lab time. Nursing 170 is a prerequisite to the nursing program to prepare them better for the LPN program. CNA has changed to NAC (Nursing Assistant Certified). On the course outline there is no clinical lab hours listed because the clinical hours are combined with lab hours, ratio made at state level of 33/1 for clinical hours. Per the SBCTC, this is acceptable.

The course outline could include a sentence. Lab hours may include a clinical experience in a variety of settings.

Title changes will need to be made. Nursing 170 is approved with minor changes. AHE 170 used to be part of Nursing 170 and the NAC course and is an HIV/AIDS course and is being changed to 1 credit course and opened to the community. They can take it as a take-alone course instead of sitting through an entire NAC course. Motion was approved as written.

3) Report on Aviation Revision. (Laura Hopkins) – stated that Aviation’s upcoming revision will come hard and fast. Flow chart was given on current curriculum between AAS/AAST degree. Proposed curriculum will split into
shorter classes and quarters. The FAA will review this curriculum and within a day, they have to use the new curriculum, if the FAA gives the approval.

Curriculum will be approved through the CIC once the FAA approves the courses.

If the FAA approves the new courses, they will do it between quarters due to conflicts with students’ hours.

Two major changes: smaller courses, 1) math scores that were low, take a remedial math class (the math classes are now taught by math faculty), 2) Build into scope and sequence the classes that are not specifically AV.

All curricula are regulated by the FAA. There are some built in hours to meet the FAA requirements, equaling 265 hours. FAA also requires attendance and if they miss too many hours, they currently have to retake the entire course. Under the new guidelines, students wouldn't have to retake the whole program.

4) BAS in Hospitality Report -
SSCC had to apply to SBCTC for curriculum approval w/ hospitality degree with authorized continuation of program at 22 for first year and 42 for second year. SSCC paid for the first planning year and then continuing after 2007 and on-going FTE money at State level FTE (4year rate). All four schools that are being given the BAS degree approvals are working together. The HEC board has approved the curriculum, submitted an 80-90 page curriculum. They have to apply for informal candidacy by the NW Commission for Colleges and Universities to deliver the curriculum by the time we have our first graduates which fortunately coincides with our 10 year accreditation the NW Commission will retroactively accredit the program.

To get the approval the campus has to approve the curriculum w/ WSU has assisted with the curriculum.

In cooperation with Presidents/CEO's from corporate, SSCC came up with outcomes and then worked with WSU on the curriculum to meet industry needs. SSCC built on the AAST outcomes from either the BIT AAST or culinary AAST degree to build this degree. The degree consists of 60 credits of upper division and 35 general education credits and 1 - 5 credit to be developed. Other upper division classes will need to be developed with WSU. The four classes will be jointly developed with WSU. Total credits equal 90. Students must have at least 180 credits to graduate with a BAS degree. We will be developing 16 or so classes. Course Descriptions and course outline will be developed and submitted as instructors are hired.

This BAS degree is not a terminal degree. When students graduate from this program, they would be in contention for Master’s program.
Motion passed to approve the BAS in Hospitality Mgmt.

5) **CIC forms**
   - Course Origination Form - #4 of the questions needed to include existing programs or origination of courses. Move to page 1’s directions. (see document)
   - Look at Central's origination questionnaire. Provisional approval was made for Fall quarter's final approval.
   - Program Origination Form - Provisional approval quarter

TPR Response form - need to add page that requires outcomes from last accreditation and what was completed by either adding column or page with date completed w/ appendices. Bring back for Fall meeting approval.

Program Conversion Approval Request - approved as written.

Program Revision and Course Revision forms need more work.

6) CIC may need to change the bi-laws of this committee to embrace the new BA classes.

7) Put the final revision of the form on agenda for fall meeting with the subcommittees.

8) Wine Technology Program - AAST degree had no college level math, BA candidates are conversion approval for plain AAS degree will bring forward in the fall.

9) Next meeting Friday - October 6, 2-3:30.