1. Diane Schmidt called the meeting to order at 2:00 pm. A quorum was present. Diane asked the members to review minutes from the May 25, 2006 meeting. Meeting minutes were approved.

2. Report on the Proposed Associate of Science Viticulture and Enology Pre-Major

Dr. Roberts presented a draft of the proposed Associate of Science Viticulture and Enology Pre-Major which was designed to allow SSCC students to transfer directly to Washington State University’s four-year program. This AS Option was customized to the WSU program because out-of-state Viticulture and Enology Programs—notably those at California State at Fresno and the University of California at Davis—required standard chemistry degrees from all transfer students. CIC members asked several questions about the requirements listed on the draft of the proposed degree option. Among them were

(a) Why was U.S. Cultures omitted from the twenty credits under Individuals, Cultures, and Societies? The A.A. degree requires five credits of U.S. Cultures. Does the A.S. degree have the same stipulation?

(b) Were nineteen credits in vocational courses allowed in our A.S. degree? In the A.A. degree, only fifteen “gray area” credits could be earned from vocational courses. One solution to this problem would be to dual list the Horticulture courses as Botany courses.
Dr. Roberts indicated that she would check into these issues and bring her findings to the next meeting.


The Environmental Studies Option report was tabled as Frank Post was unable to attend the meeting due to illness.

4. Election of Chair for 2006 - 2007

Jennifer Evans was nominated and elected chair of the CIC for 2006-2007.

5. Change of CIC Bylaws

A motion was made and seconded to add the following statement to the CIC bylaws covering elections: **If there are no candidates for the alternate position, then the candidate receiving the most votes after the member positions have been filled will become the alternate.**

**Action:** motion approved

6. Professional/Technical Program Review Response (TPR Response) Form

Carol Koepke, chair of the Area/Program Review Subcommittee, reported on the fifth draft of the TPR Response Form. While steps one through nine on the cover page had been reworked to improve clarity, the most significant changes in the latest draft were made in Matrix I. They were as follows:

(a) The Area and/or Department Strategy column had been restored to provide a link to the administrator’s section and to ensure that administrators talked to faculty about program review.

(b) The subcommittee added an area for faculty to write “additional (faculty) recommendations that were not included in the consultant’s TPR.”

(c) The statement, “The course outlines and program outcomes have been reviewed and updated,” was repositioned to item one above Matrix I. Discussion of this statement by CIC members led to the following amendment to it: “The course outlines and program outcomes have been reviewed and updated as necessary. . . . . . . List all updated course outlines.”

Another Area/Program Review Subcommittee member, Judy Bentley, voiced concerns over components on both the TPR Response and Academic Programs
Area Review that are beyond the purview of the CIC and faculty at this time. These items include collecting and reviewing statistical data, reviewing department strategies, and the Tinto conditions. After a discussion, it was moved and seconded that the signature page be positioned immediately under Matrix I in the TPR Response Form to alleviate faculty responsibility for the above issues.

**Action:** motion approved

Dr. Roberts reminded CIC members that Program Review and the Budget and Planning processes needed to be better connected. The subcommittee will prepare a final draft of the TPR Response Form for the next meeting.

7. Revised Course and Program Origination Forms

The brief discussion on the revised Course and Program Origination Forms demonstrated that there were still two important issues to be resolved. They are

(a) Requiring faculty to specify applicable SSCC student learning outcomes on all syllabi.

(b) Determining the appropriate process to follow when a Professional/Technical course origination prompts a program revision.

8. Bachelor of Applied Science Committee

Newly elected CIC member Tom Pierce also serves on the BAS Committee and offered to report to the CIC on the proceedings of the BAS Committee.

9. Meeting Schedule

Diane Schmidt will set up one summer meeting after polling CIC members as to their availability in late July or early August. The first Fall Quarter meeting is scheduled on Friday, October 6th, from 2:00 to 3:30pm.

10. Subcommittee Reports

a. Area/Program Review – Carol Koepke (Chair), John Nordling, Jim Daniels, and Judy Bentley
   No additional report

b. Course/Program Revision – Van Bobbitt (Chair), Jennifer Evans, Steve Yramategui, and Don Howard
No additional report

c. Course/Program Origination – Arleen Williams (Chair), Corinne Baker, Esther Sunde, and Holly Gilman
   No additional report

The meeting adjourned at 3:40pm

Minutes submitted by Diane Schmidt