South Seattle Community College  
Curriculum & Instruction Committee Meeting  

Friday, March 9, 2006  
2:00 pm – 3:30 pm

Members Present: Diane Schmidt (Chair), Judy Bentley (Vice Chair), Carol Koepke, Arleen Williams, Van Bobbitt, Jennifer Evans, Jim Daniels, and Don Howard  
Members Absent: Corinne Baker, John Nordling, Esther Sunde, Holly Gilman, and Steve Yramategui  
Ex-Officio Members: Dr. Roberts  
Committee Secretary: Karen Whitney

1. Diane Schmidt called the meeting to order at 2:00 pm. A quorum was present. Diane asked the members present to review minutes from the February 24, 2006 meeting. Meeting minutes were approved.

2. Coordinated Studies Program (CSP) Proposals

Arleen Williams, chair of the CSP Task Force, presented her committee’s evaluations of the proposals for coordinated studies offerings for 2006 – 2007. Of the five proposals submitted, the task force recommended that the following four be offered by the college, if funding permitted:

- *Navigating the Three Levels of Psychology*  
  Courses: PSY 110 and PSY 206  
  Instructors: Bob Rice and Astrid Larsen  
  Quarter: Summer 2006

- *First Year Experience: Greenwrite*  
  Courses: ENV 150 and ENG 098 or ENG 101  
  Instructors: Tim Walsh and Judy Bentley  
  Quarter: Fall 2006
• **Both Sides Now: The Vietnamese – American War, 1945 – 1975**  
  Courses: HIS 242 and ENG 101, ENG 102, or ENG 226  
  Instructors: Dan Bush and Judy Bentley  
  Quarter: Winter 2007

• **Coming of Age**  
  Courses: PSY 206 and ENG 101, ENG 232, or ENG 233  
  Instructors: Bob Rice and Judy Bentley  
  Quarter: Spring 2007

The task force felt that the fifth proposal, *Presenting Yourself: Speaking and Writing Effectively*, was a viable pairing of disciplines (CNM 115 and IEL 097); however, the offering followed the adjunct rather than the coordinated studies model because IEL 097 was structured as a non-credit adjunct to a content class. A five-credit writing course along with CNM 115 would be necessary to constitute a true 10-credit coordinated studies offering.

The CSP Task Force also recommended that course outlines and syllabi be required as part of the CSP application process in the future.

3. Subcommittee Reports
   a. Area/Program Review – Carol Koepke (Chair), John Nordling, Jim Daniels, and Judy Bentley  
      No Report

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

   c. Course/Program Origination – Arleen Williams (Chair), Corinne Baker, Esther Sunde, and Holly Gilman  

      The Revised Course and Program Origination Forms

      The subcommittee provided CIC members detailed drafts of their recommendations for both the Course and Program Origination forms. In addition, Arleen Williams presented a summary of the suggested changes wherein her subcommittee

      (1) Standardized both forms as much as possible.

      (2) Grouped all funding questions.
(3) Eliminated or reworked some of the confusing verbiage in the introductory section of each document.
(4) Changed the sequence of some questions to promote a more logical flow of ideas.
(5) Generally edited both forms.

CIC members also suggested changes such as the use of different fonts on the title information to allow easy differentiation between the Program Origination and the Course Origination forms.

The deans will consider the recommendations and then present final drafts of these documents to CIC during Spring Quarter.

4. Meeting Schedule for Spring Quarter

The first Spring Quarter meeting will take place on Thursday, April 13th, from 2:00 to 3:30pm in LIB 215. Diane Schmidt will establish the remaining meeting dates based on the availability of CIC members.

The meeting adjourned at 3:30pm.

Minutes submitted by Diane Schmidt