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 April 26, 2006 meeting. Meeting minutes were approved.

2. CIC Election

Diane Schmidt reminded members of the upcoming election and encouraged those whose terms were ending to run for re-election. She also asked members to nominate interested colleagues by May 19th, the closing date for declaring candidacy for the various open CIC positions.

3. BUS 253: Managing for Organizational Effectiveness

The Course/Program Origination Subcommittee recommended approval of the proposed new course, BUS 253. Paralleling, yet offering more than our current PSY 220 course, BUS 253 is a transfer course that will benefit our four-year program students. PSY 220, on the other hand, does not transfer. A motion to approve BUS 253 was made, seconded, and approved.

**Action:** motion approved

4. HIS 122: Local History
The Course/Program Revision Subcommittee recommended approval of the revisions made to HIS 122. Judy Bentley revised the course to allow for the teaching of local history in a course previously limited to fieldtrips in Seattle history. A motion to approve the revisions to HIS 122 was made, seconded, and approved.

**Action:** motion approved

5. Licensed Practical Nursing Program Revision

Van Bobbitt, chair of the Course/Program Revision Subcommittee, reported that the only unresolved issue in his subcommittee’s review of the LPN Program Revision was the deletion of CHE 101 (Chemistry) from the program’s prerequisites. Some CIC members wondered if omitting CHE 101 would be detrimental to our students while others acknowledged that some schools did not require CHE 101 because of the numerous prerequisites in the LPN Program. Dr. Roberts suggested that the subcommittee check with the Nursing Health Care Quality Assurance Commission and other LPN Programs regarding the CHE 101 requirement. The subcommittee will report its findings at the next meeting.

**Action:** motion tabled

6. Revised Program Revision Form

The Course/Program Revision Subcommittee presented its recommendations for the Program Revision form recently revised by the Deans. The primary issue discussed by the CIC involved how to include all of the pertinent Course Origination questions in the Professional/Technical Program Revision process when a new (required) course was added to a program. The subcommittee will modify the Program Revision form to reflect CIC members’ suggestions and present it at the next meeting.

**Action:** motion tabled

7. Technical Program and Liberal Studies Area Review Forms

Carol Koepke and Judy Bentley from the Area/Program Review Subcommittee reported on their subcommittee’s concerns with the revised Technical Program and Liberal Studies Area Review forms. Some of the issues were as follows:

(a) The titles of the forms should have been used in a more consistent manner throughout the documents. The subcommittee felt that “Technical Program Review (TPR) Response Form” more
accurately described the process than did “Technical Program Review Form (TRP).”

(b) The length of the forms and, thus, the scope of the tasks, would further discourage faculty buy-in on the Program Review process.

(c) The matrix should not be part of the three-year Program Review cycle because it was not integrated with the Program Review process; essentially it was an add-on. Also, some components of the matrix have not been reviewed and adopted by the CIC.

Dr. Roberts addressed various issues voiced by the subcommittee by providing a look at some changes that lay ahead for the college. Among her points were

(a) Demonstrating that Program Review is integrated with budgeting and planning would be expected in future accreditation reports. In fact, by the 2007 – 2009 cycle, planning and reviewing should be informing each other.

(b) Although the college had collected a large amount of data through the efforts of Institutional Effectiveness, we have yet to take full advantage of it to improve what we do.

In the discussion that followed Dr. Roberts’ remarks, CIC members seemed to agree that the Deans should be responsible for completing the matrix during its implementation; faculty involvement with the process would begin later. On the other hand, some members voiced concerns over other aspects of the matrix such as the appearance of Tinto’s name. The Area/Program Review Subcommittee will finish presenting its recommendations at the next meeting.

**Action:** motion tabled

8. BIO 202 and BIO 203: College Biology

Diane Schmidt reported that the Course/Program Revision Subcommittee would soon receive paperwork for course revisions in BIO 202 and BIO 203.

9. 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