South Seattle Community College  
Curriculum & Instruction Committee Meeting  
Friday, January 19, 2007  
2:00 pm – 3:00 pm

<table>
<thead>
<tr>
<th>Members Present</th>
<th>Jennifer Evans(Chair), Don Howard, Holly Gilman, Esther Sunde, Carol Koepke, Blanca Farrelly, Judy Bentley, Mike McCrath</th>
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<tr>
<td>Members Absent</td>
<td>Robert Pierre, Corinne Baker, Sara Skamsker, Tom Pierce, Heidi Lyman, Jay Abram</td>
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<td>Ex-Officio Members</td>
<td>Greg Gillespie, Cheryl Roberts, Malcolm Grothe</td>
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| Guest           | Mike Steffancin, Engineering & Physics Faculty  
|                 | Sindy Jo – LPN Nursing Faculty                                                                |

Committee Secretary: Karen Whitney

1. Jennifer called the meeting to order at 2:15 pm. A quorum was present. Jennifer Evans asked the members present to review the meeting minutes from the Friday, December 1, 2006. Meeting minutes approved as amended.

2. Vice President For Instruction – Cheryl Roberts

   • Learning Plan Conversation/Designing Our Master Plan 2007 and Beyond

   Dr. Roberts discussed the Learning Plan process. There will be an instruction-wide meeting on January 22nd to begin discussion on developing a Learning Plan for Instruction. After the initial meeting, the majority of the subsequent conversation will occur at the Division level in preparation for the budgeting process. The preliminary document will be put on SouthNet and will allow for comments for those who could not attend the college-wide meeting.

   There are 9 themes, and within the 9 themes, 4 questions will be asked: What are we doing now?, What should we be doing?, What should we not be doing?, and What is missing? If there is something missing from these four main questions, there will be an opportunity to add to them. The nine themes are:

   - Infuse Globalization and Multiculturalism in the Curriculum
   - Sustainability – Environmental Sensitivity infused in instructional programs and campus-wide practices.
   - Retention, Transition, Graduation/Completion, and Transfer
   - Enrollment Mix
   - Program Assessment
   - Technology Standards for Instruction
   - Collaboration/Integration/Partnerships
Accreditation Update

Dr. Roberts discussed our upcoming accreditation in 2009, so we have 2 1/2 years, to prepare for our self-study. We have no recommendations from the previous five year accreditation as we enter into our 10-year accreditation. Since we will be offering a 4-year Baccalaureate Degree, we are now considered a 4-year degree granting institution. The visiting team will be from 4-year universities. We are meeting the criteria of a 4-year university.

3. Subcommittee Reports.

a. Area Program Review – Carol Koepke (Chair), Judy Bentley, Tom Pierce, Heidi Lyman, Robert Pierre

   No Report

b. Course/Program Revision – Jennifer Evans (Chair), Don Howard, Blanca Farrelly

   LPN Program Revision – Sindy Jo discussed the program revision submitted. Jean Zou from the Math Department made the recommendation that the Math requirement be the Math 107. It was moved and seconded to approve the LPN program revision as submitted. LPN Program revision approved.

c. Course/Program Origination – Esther Sunde (Chair), Holly Gilman, Corinne Baker, Mike McCrath

   EGR 271 – Mike Steffancin – went over the course origination. It was moved and seconded to approve the adoption of this course. Motion carried.

4. Review and revision of the Bylaws language for Subcommittee members’ responsibilities and communication.

   A short sentence was added to the bylaws concerning communication between committee members and adjusting the membership from 13 to 14 members. It was moved and seconded to approve the adjustment of the by-laws.

5. Date for next meeting, Friday, February 2, 2007 in the University Center Conference room.

Meeting adjourned at 3:00 pm

Winter Quarter 2007 Meeting Dates:

   Friday, February 2, 2007
   Friday, February 23, 2007
<table>
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<tr>
<th>Items Discussed</th>
<th>Items approved</th>
<th>Tabled for next meeting</th>
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<tr>
<td>Learning Plan Conversation/Designing Our Master Plan 2007 and Beyond</td>
<td>N/A</td>
<td>In progress at division level.</td>
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<td>LPN Revision – Math 107 addition to current curriculum</td>
<td>LPN Revision approved at 1/17/07 meeting</td>
<td>N/A</td>
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<tr>
<td>EGR 271 new course to meet university engineering requirements</td>
<td>EGR 271 course origination approved at 1/17/07 meeting</td>
<td>N/A</td>
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<td>Amendment to CIC by-laws</td>
<td>Amendment to add one additional committee member for upcoming BA degree and communication with faculty added as an additional duty – approved at 1/17/07 meeting</td>
<td>N/A</td>
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