South Seattle Community College
Curriculum & Instruction Committee Meeting
Friday, October 05, 2007
2:00 pm – 3:30

Members Present: Holly Gilman (Chair), Carol Koepke, Mike McCrath, Esther Sunde, Tim Walsh, Tom Pierce, Sarah Skamser, Arleen Williams, Tom Mayburry, and Dorrienne Chinn

Guests: Mike Thompson, Richard Penny, Donna Miller-Parker

Ex-Officio Members: Gary Oertli, and Malcolm Grothe

Committee Secretary: Karen Whitney

1. Holly Gilman, Committee Chair, called the meeting to order at 2:00 pm. A quorum was present. Holly Gilman asked the members present to review the meeting minutes from the August 2, 2007 meeting. It was moved and seconded to approve the meeting minutes from the August 2nd, 2007. Motion Carried.

2. Vice President For Instruction – Gary Oertli, Interim Vice President for Instruction

3. Chair Election & Fall meeting dates – Holly asked for Nominations for Vice-Chair. Tom Pierce was nominated for Vice-Chair. Nomination was seconded. It was moved and seconded to approve Tom Pierce to serve as Vice-Chair. Motion Carried.

4. Curriculum Issues For Committee Review/Approval:
   a. Course Revision/Change of Mode – Pacific Northwest History, HIS 264Z. Mike Thompson presented the course revision specifics. Judy Bentley will be offering the course beginning winter. It was moved and seconded to approve the course revision to Change of Mode to 50% online. Motion Carried.
   b. Developmental English Reading Cut-Off Score Changes for ENG 095 and 091. Tim Walsh brought to the committee a memo discussing the change in cut-off score changes in compliance to the CIC Bylaws. No Course Outline was submitted, since the Cut-Off score requirement was not listed on the course outline. It was moved and seconded to approve the change. Motion carried.
   c. Course Originations for the BAS Degree. Three courses were presented HMG 302, HMG 312, and HMG 402.
      - HMG 302 Hospitality Management. Tom Mayburry discussed and gave an overview of the course. The course will be a hybrid 50% on-line Blackboard and 50% in-person.
      - HMG 312, Legal Issues in Hospitality. Tom Mayburry discussed and gave an overview of the course. It was moved and seconded to approve the origination of this course. Motion carried.
• HMG 402 Hospitality Accounting. Tom Maybury discussed and gave an overview of the course. It was moved and seconded to approve the origination of this course. Motion carried.

5. Sub-Committee Membership - Election of Subcommittees. Holly asked for members to choose a subcommittee to be on. Below is the membership of the CIC Subcommittees. Heidi Lyman, Teri Eguchi, and Corinne Baker need to be on one of the committees.

- Course/Program Review - Tom Pierce, (Chair) Arleen Williams, Carol Koepke
- Course/Program Revision Sarah Skamser, Tim Walsh, Jen Evens (Chair)
- Course/Program Origination – Tom Maybury, Esther Sunde, (Chair) Mike McCrath,

6. ESL 097 Course Revision – Holly Gilman asked the committee to review and discuss the ESL course and Dr. Roberts’s decision to override the Curriculum Committee’s decision.

7. Next Meeting – Friday, October 19, 2007 at 2:00 pm in the University Center Conference Room.

Meeting adjourned at 3:30 pm.

Fall Quarter Meeting Dates:

Friday, October 19
Friday November 2
Friday, November 16
Friday, December 7