South Seattle Community College
Curriculum & Instruction Committee Meeting

March 14, 2008

2:00 pm – 3:30 pm

Members Present: Holly Gilman (Chair), Tom Pierce, Teri Eguchi, Suzanne Quillian, Tim Walsh, Catherine Phipps, Mike McCrath, Sarah Skamser, Arleen Williams, Tom Mayburry, Corinne Baker

Ex-Officio Members: Gary Oertli

Guest: Larry Angel – Economics Faculty

Committee Secretary: Karen Whitney

1. Holly Gilman, Committee Chair, called the meeting to order at 2:00 pm. A quorum was present. Holly asked the committee members present to review the meeting minutes from the February 22, 2008, meeting. It was moved and seconded to approve the meeting minutes as written. Motion Carried. One abstention.

2. Sub Committee Reports:

   • Program Review—Tom Pierce (Chair), Arleen Williams, Carol Koepke, Teri Eguchi.

     Tom Pierce reported that there are many separate program reviews that need to be completed but that have not been submitted. Tom discussed that if the deans are planning to do their program reviews in April and submit them in May, the Program Review Subcommittee will not be able to finish them by Summer Quarter. Holly suggested that members of the other subcommittees help the program review subcommittee. There were a few volunteers. Tom suggested that there should be a flow to get them completed in a time. Gary will report on the status of Program Review at the next meeting.

   • Course/Program Revision—Sarah Skamser, Tim Walsh, Jen Evans (Chair), Catherine Phipps. No Report.

   • Course/Program Origination—Tom Mayburry, Esther Sunde (Chair), Mike McCrath, Corinne Baker.

     ECON 100 – Larry Angel (submitting faculty). Mike McCrath reported that this course already exists on the district-wide course master. Mike discussed that the subcommittee reviewed this course, and the subcommittee would like to have the committee provisionally approve the course, pending the completion/changes of the course objectives. Larry explained that he would like to offer this course Summer Quarter. Larry reported that he will comply with the committee’s recommendations. It was moved and seconded to approve the course. Motion Carried.

3. Holly Gilman – Holly wanted to continue the discussion of courses that have a heavy computer/software program component used i.e., in online courses. Holly wanted to discuss the use of software in conjunction with teaching methods used for online courses. Holly asked
the committee whether or not the committee has a role in determining how to incorporate the use of computer software into the curriculum, specifically online courses. It was discussed that it is not the CIC’s role to evaluate the use of software for these types of courses. Tom Mayburry agreed it is not the role of CIC to make a determination about the use of computer software in course curriculum. Gary suggested the committee consult the Workload committee that was supposed to be formed as part of the faculty contract. Tom Pierce suggested the committee wait until there is real problem. Gary said that SSSCC has the largest retention and success rate in the State for online courses.

4. Gary Oertli, Interim Vice President For Instruction

- ESL 096/097 courses. Gary explained to the committee that the current course outline prerequisites say “TBD.” Gary explained that cutoff scores for these two outlines needs to be decided. Gary announced that faculty from both divisions are engaged in a productive discussion to resolve the issue. Arleen explained that BTS Dean Donna Parker Miller has created a Transitional Studies committee. Gary explained that any changes to course credits, contact hours, course title, are required to go through the course revision process.

- CIC will try and keep track of cut-off scores in course outlines.

- CIC meeting minutes for the current academic year have not yet been posted. Holly will make sure that they are sent to Jason Greunwald so that he can post them on SouthNet.

- The meeting for March 21 has been cancelled.

The next Meeting will be Friday April 11, 2008, at 2:00 pm in the University Center Conference Room.

Meeting adjourned at 3:20 pm.

The following meeting dates were agreed upon by the committee members for the remainder of the year:

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