Members Present: Holly Gilman (Chair), Doug Clapper, Carol Koepke, Shireen Deboo, Tim Walsh, Asha Esterberg-Tran, Tom Pierce, Carey Schroyer, Catherine Phipps, Arleen Williams, Carol Koepke

Ex-Officio Members: Jean Hernandez, Malcolm Grothe, Chad Hickox

Committee Secretary: Karen Whitney

1. Holly Gilman called the meeting to order at 2:00 pm. A quorum was present.

2. CIC Bylaw Changes – Jean Hernandez
   Jean presented three recommended changes to the Bylaws she believed are necessary for clarification. The first, found under the section “Membership” clarifies that CIC membership will represent as many disciplines as possible. General discussion indicated that the suggestion is useful. The second suggestion, found under “Duties/tasks of the CIC” specified curriculum issues that CIC would be responsible for. General discussion suggested that the list was too finite/limiting and that the items are actually covered under the section labeled “Function.” The third suggestion, also under “Duties/tasks” explicates that the VP for Instruction has ability to make temporary, emergency curriculum decision. Discussion suggested that the wording actually limits the function of the VP. Therefore, Holly suggested that the proposed amendment not be considered, as the CIC is advisory only, and not empowered to make final curriculum decisions that are the purview of the VP. Jean said she would bring a revised proposal for adoption to the next meeting.

3. Proposed Additions to Academic Programs Electives List – Jean Hernandez
   Jean handed out a memo/information concerning adding elective courses to the approved elective courses list as part academic degrees that are not currently part of Academic Transfer courses. The criteria for adding courses to this category are very specific. If you have questions about adding a course to this list, please contact Chad Hickox for information concerning the criteria.

4. Holly asked the members to review minutes from the March 9, 2009 meeting. Meeting minutes were approved as corrected. Motion carried with one abstention. Corinne Baker has missed three meetings, and is therefore no longer on the CIC committee. Holly announced that Carey Schroyer will replace Mark Franco from Academic Programs.

5. Subcommittee Reports
   Program Review Tom Pierce (Chair), Jessie McDonald, Carol Koepke, and Teri Eguchi.
   No Report.
   Course/Program Revision – Tim Walsh (Chair), Doug Clapper, Catherine Phipps, and
   No Report.
   Course/Program Origination – Tom Mayburry (Chair) Shireen Deboo and Asha
   Esterberg-Tran. No Report.
6. CIC Elections – Holly Gilman
Holly discussed that Spring Quarter is the time the CIC committee elects new members. There are several members that will be coming off the committee who are not eligible for re-election. An Election Subcommittee was formed, and the following committee members agreed to serve:
  Tom Pierce, & Carey Schroyer from AP; Arleen Williams from BATS; Catherine Phipps from Professional Technical.

Holly asked to have a list of names for Nomination on April 27th. Then on April 27th, the committee will set-up the election date.

Meeting adjourned at 3:07 pm.

Next meeting will be at 2pm in LIB 215, the 2nd floor of the Library on April 27, 2009.

Spring Quarter Meeting dates:

April 13th & 27th
May 11th
June 1st & 15th.