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

2. Jean Hernandez, reviewed committees and groups that are involved with curriculum approval on a state-wide basis. She passed out a handout that gives an overview of the State Board Articulation & Transfer Council (ATC) and who the representatives are from our college/district. Jean also gave an overview of the ICRC committee. She handed out a copy of the CIC bylaws, a matrix for the Curriculum Approval Process at South and a copy of the CIC Program Review process she changed/established.

3. Dr. Hernandez discussed changing the Program Review Process for academic a professional Technical Programs to every 6 years for degree/certificate programs that will come before the CIC Committee. Professional Technical Programs will still follow the external program review process that has been in place, and that piece of the program review process will not change. The Program Review Process for the CIC Committee will change and Jean will work with this sub-committee in more detail to facilitate and define the committee’s role and responsibilities. This will be the first year the CIC sub-committee will follow the revised program review sub-committee process that Dr. Hernandez has defined.

4. Subcommittee’s – Catherine announced that all voting members of the CIC Committee need to participate in the curriculum sub-committees. Members present were asked which committee they would like to participate on. The following lists which members volunteered to each committee. Sub-Committees will elect their own committee chair person. Carlos Amesquita will need to serve on one of the sub-committees.

   Course/Program Review Subcommittee – Yilin Sun, Paco Mesch, Stephen Coates-White, Jessie McDonald. This subcommittee is still in development.

   Course/Program Revision Subcommittee – Doug Clapper, (Chair) Sandra Bolt, Frank Post, Kathy Witham

   Course/Program Origination Subcommittee- Shireen Deboo, Asha Esterberg, Tom Mayberry, (Chair), Cary Schroyer,
5. Karen Whitney handed out curriculum to the program revision and program origination. The Program Revision Subcommittee received several ESL credit-bearing courses to establish/review Compass test score guidelines for each course. The Course Origination received course establishments for ENGL and MATH SAT Prep courses.

Next meeting will be on October 19, 2009 at 2:00 pm. The first part of the meeting on October 19th will be for the CIC members to meet with the Accreditation evaluators. Jean announced that the committee will meet with 2-4 evaluators for about an hour to 1 ½ hours. Discussion will include the CIC Curriculum Approval Process, Curriculum Outcomes, and Assessment. Jean suggested that the committee members read Standard 2 of the Self Study.

Meeting adjourned at 3:08pm.

Next meeting will be on October 19th at 2:00 pm in the University Center – UNI 100 on the first floor for this meeting only!

Meeting Dates for fall quarter - Mondays in RS 30 – EXCEPT for October 19th.

October 19 University 100
November 9
November 23
December 7