# MERRITT COLLEGE
## Curriculum and Instructional Council (CIC)
# MEETING MINUTES
### September 11, 2014, 1:30-3:00 p.m.
### R29 Teaching and Learning Center

**PRESENT:**

| VOTING MEMBERS: | |
|---|---|
| X  Elliott, Ann (Chair, Faculty Representative) | X Rivas, Mario (Faculty Representative) |
| X  Allen, Rose (Counselor) | X Shanoski, Jennifer (Faculty Representative) |
| X  McCray, Arja (Faculty Representative) | Vacant (Student Representative) |
| Pantell, Steve (Articulation Officer) | |
| **NON VOTING MEMBERS:** | |
| Bugg, Elmer (Vice President) | Mansur, Ahmad (Dean) |
| | X  Coleman, Clifton (Minute Taker) |

**ABSENT:** Steve Pantell, Elmer Bugg, Ahmad Mansur
**GUESTS:**  Rebecca Shubin, Guy Forkner, Margaret Dixon, Anita Black, Tae-Soon Park, Inga Marciulionis

| AGENDA ITEM | DISCUSSION | FOLLOW-UP/ACTION |
|---|---|---|
| 1.  **Call to Order** | Meeting called to order at 1:35PM. | |
| 2.  **Agenda** | | No Actions |
| 3.  **Minutes of Prior Meetings** | Reviewed minutes of prior two CIC meetings. | **MOTION:** Amend May 8, 2014 minutes to reflect that all business courses on the agenda pending SLOs and objectives were completed. Approve May 8 minutes pending above amendment and verification of Business 2, 5, and 10's status. <br><br> YAY: J. Shanoski, M. Rivas, R. Allen, A. Elliott, A. McCray <br><br> NAY: None <br><br> Motion carries. <br><br> **MOTION:** Approve August 21, 2014 minutes. <br><br> YAY: J. Shanoski, M. Rivas, R. Allen, A. Elliott, A. McCray <br><br> NAY: None <br><br> Motion carries. |

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| **Program Changes/Adds; Course Changes- Catalog Changes; Course Changes-Non-Catalog Changes; Deactivations** | | See attached course-program approval spreadsheet. |
| | NOTABLE DISCUSSIONS: | |
| | MATH: Math 3A description has typos/is slightly incorrect in each college. T-S. Park wants to correct this but this will make it a Catalog Change. Discussed the difference between consultation and a district-wide change. A Catalog Change in which multiple colleges offer the same courses must be approved by college curriculum committees at each college and submitted to CIPD on the same month. | Math 3A. Decided to remove catalog description change and keep non-catalog changes. Non-catalog changes were approved. |
| | KINESEOLOGY: Discussed the emphasis that will likely be placed on "completers". It was suggested KIN consider certificates. A short certificate of proficiency could likely easily be created. | |
| | The TMC model for KIN was discussed. It may be possible to do an ADT for KIN, however, there was some concern about the difficulty of this given KIN's 0.5 unit courses. | A.McCray to discuss possibility of ADT for KIN with I. Marciulionis |
| | APPLICATIONS/INRUSTRUCTURE SECURITY AS/CA: Committee discussed the fact that the AS and CA Program Descriptions are the same and whether the descriptions/requirements should be different. Should the AS description include information on the GE requirements? It may be reasonable for both descriptions/requirements to be the same, as the GE requirements are in the catalog. Other AS programs do not specifically list GE requirements. | Fixed small punctuation error in Applications Security Program Description. |
| | The difference between applications and infrastructure security was discussed. Are these distinct fields? Several members chimed in to state that these were distinct fields with likely high demand. | |
| | It was asked what the codes were in a program template shown by A. Black and why they were labeled CSU GE. | All courses for applications/infrastructure security passed; programs tabled due to time constraint. |
| **4. Other**<br>   **a. Curriculum Checklist for CDCPD**<br>   **b. Review meeting schedule (reschedule or cancel Thanksgiving Meeting)** | | Tabled due to time constraint. |
| **5. Next Meeting Date** | September 25, 2014 | |
| **6. Adjournment** | The meeting was adjourned at 2:58 p.m. | |

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**MISSION STATEMENT**

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society.

To accomplish its mission, the College provides open access to excellent instructional programs and comprehensive support services in a culturally-rich, caring and supportive learning environment.

Our purpose is to provide opportunities for lifelong learning, contribute to the economic growth of our communities while assisting students to attain degrees and certificates, earn credits to transfer and develop the skills necessary to complete their educational goals.