

**MERRITT COLLEGE**  
**Curriculum and Instructional Council (CIC)**  
**MEETING MINUTES**  
**September 25, 2014, 1:30-3:00 p.m.**  
**R29 Teaching and Learning Center**

**PRESENT:**

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

**ABSENT:** Elmer Bugg, Ahmad Mansur

**GUESTS:** Mary Louise Zernicke, Chris Grampp, Ron Nelson, Christine Olsen

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>FOLLOW-UP/ACTION</b>
<b>1. Call to Order</b>	Meeting called to order at 1:38PM.	
<b>2. Agenda</b>	Reviewed meeting agenda.	<b>MOTION:</b> Approve agenda  Approved by consensus
<b>3. Minutes of Prior Meetings</b>	Reviewed minutes of September 11, 2014 meeting.	<b>MOTION:</b> Approve minutes with amendment to Math 3A in Follow-up/Action column to explicitly state it was approved  Approved by consensus
<b>Program Changes/Add; Course Changes- Catalog Changes; Course Changes-Non-Catalog Changes; Deactivations</b>	All courses were approved by consensus with these exceptions: 1. CHDEV 084 was tabled for further revision per the request of faculty originator Christine Olsen 2. LRNRE 301 and 302 were tabled due to concerns over course title 3. MEDAS 011 and 202 were tabled due to no faculty representation  All programs were approved by consensus with the following edits:  1. Infrastructure Security A.S. and Applications Security A.S. must add "PCCD GE Pattern and elective courses if needed to reach 60 units" in CurricUNET to show on the Program of Study sheet. This line was added to Applications Security A.S. at the meeting. A. Black to update Infrastructure Security A.S.  2. A. Black will provide a course pattern to be put in the catalog. It was discovered such pattern was already attached to proposal in CurricUNET.	See attached course-program proposal spreadsheet for all actions.

	Notes: S. Pantell asked whether passing Infrastructure and Applications security degrees would compel us to create a Computer Science AS-T. A. Black responded that an Information Technology AS-T was in the works and these were created to align with such degree.	
<b>3. Other</b> <b>a. Curriculum Checklist for CDCPD</b> <b>b. Review meeting schedule (reschedule or cancel Thanksgiving Meeting)</b>	3a. tabled due to time constraint 3b. tabled due to time constraint  Other: It was discussed whether it is necessary to have faculty attend the meeting for course changes only in non-catalog info. Perhaps speaking with the chair or vice chair before the meeting is enough.	<b><u>MOTION:</u></b> No longer require faculty representation at CIC meetings for course changes only in non-catalog info. However, faculty must contact the chair or vice chair prior to the meeting to ask one of them to present the proposal.
<b>4. Next Meeting Date</b>	October 23, 2014	
<b>5. Adjournment</b>	The meeting was adjourned at 3:05 p.m.	

**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.