IC Meeting  
February 18, 2009  
9:00  
Board Room

Minutes Summary

Present: Jack Bautsch, Tom Braziunas, Lori Casile, Kim Chapman, Chris Chinn, Bob Fineman, Pete Lortz, Steve Miller, Marci Myer, Mary Ellen O’Keeffe, Sharon Simes, Heidi Stuber, Edith Wollin  
Guests: David Bittenbender, Ryan De La Rosa, Nicky Khai

Demo from Human Resources
Nicky Khai, Ryan De La Rosa, and David Bittenbender gave a short demo on how applicants can use Rainshadow to register for a specific job pool at North Seattle, Seattle Central, South Seattle or district-wide (all 3 colleges). The applicant does not apply for a particular job but indicates their area of expertise. Nicky and Ryan then showed how we can search the pool for people with specific expertise and save the query for future reference.

Approval of IC minutes
The IC minutes for January 28, 2009 were approved. The minutes will be posted in the Public Folders under Office of Instruction and on the Office of Instruction website.

Strategic planning for 2009-11
Jack Bautsch gave an update on unit objectives received by Instruction as of February 18, 2009. IC discussed potential objectives for IC for 2009-11 but decided not to specifically write down a unit objective on a form as an objective for IC. The instructional divisions have completed the unit objectives form.

Sharing from VP meeting
Mary Ellen O’Keeffe reported on the recent district vice president for instruction meeting. There was discussion about South Seattle’s final exam schedule for winter quarter. According to their printed schedule, their exams end on March 24 instead of March 25, which is the last day of the quarter. Information is being gathered about their exam schedule. Beginning fall 2009, South Seattle will no longer use MAT 198 and MAT 298 for SAT preparation.

Budget reduction
Lori Casile and Bob Fineman are the 2 administrators from North Seattle serving on the District-wide Budget Review committee. IC gave them input to bring to the meeting. IC can also send their ideas to Lori and Bob through the email.

Class caps
IC approved the new class caps for the following Nursing programs in Health and Human Services:

Nursing Assistant – Certified (NA-C): 27/cohort
LPN: 36/cohort
RN: 36/cohort
Library closure
The Library was closed during the Presidents’ Day weekend. Sharon Simes said that there were a few students complaining in the library front desk about the closure, but everything worked out okay.

Continuing education classrooms
Classroom space and a dedicated computer lab are needed for continuing education classes on campus. Heidi Stuber said that she can be flexible in scheduling classes and that most classes will begin the 3rd week of the quarter. A meeting will be scheduled with the deans, Heidi Stuber, Tom Braziunas, Lori Casile and Farideh Faraz to discuss classroom space for continuing education.

Diversity
A DAC subcommittee (members Sharon Simes, Terri Chung, Diana Ma, Annette Schley, Betty Williams, and Howard Xie) is planning a 3 session series workshop facilitated by Washington Courage and Renewal Trainers Anita Morales and Jeanne Strong. The workshops are planned for spring quarter. IC discussed a draft of the announcement flyer and gave Mary Ellen O’Keefe feedback, and Mary Ellen will relate the comments to Betty Williams.

Faculty retreat
The faculty retreat is February 27 and will be held at the North Star Dining Room instead of the Northgate Community Center. The deans are also invited to the retreat.

John Lennon’s Gargoyle
The play John Lennon’s Gargoyle will open with a preview on 2/19 at NSCC Stage One Theater. The play runs Friday and Sat evenings 2/20-3/7, a matinee show on 2/25 at noon, and Sunday matinees on 3/1 and 3/8.

EWU
Eastern Washington University will offer a BS in Electrical Engineering at NSCC beginning fall 2009. This was approved by the Higher Education Coordinating Board.

Workforce education
Individuals with the Legislature and the State Board remain interested in the IRC project. Early planning stages with TRAC Associates and Group Health Cooperative to provide Medical Assisting programming to 26 clinics throughout the State has begun. Steve Miller is working with the Workforce Development Council to provide a summer NAC program to high school students, and we are looking for alternative funding to provide for Worker Retraining students during the upcoming Spring Quarter as the Worker Retraining funds have been spent.

e-Learning and TLC
The e-Learning staff and the TLC staff have begun workshops for faculty on North’s new learning management system, ANGEL. Twenty four faculty are learning ANGEL and many of them will be using it in Spring Quarter for on-campus, blended or online classes.

ANGEL (“A New Generation of E-Learning”) has been strongly endorsed by faculty and support staff around the state. North’s move to ANGEL aligns us with the state’s strategic technology plan and provides us with many training and support resources provided for free by the state and other community colleges. The move also opens up
more options to share resources amongst the colleges in the district. The plan is to eventually transfer all course websites in ANGEL to a state server which will save costs to the college as well.

Grant
Sharon Simes said that grant monies were received for the library from the Library Services Technology Act/Association of College Research Libraries. The grant monies will be shared with other colleges. Sharon will get information about the parameters of the money and the grantee’s expectations for North.

Adjournment
The meeting adjourned at 11:35 am.

Calendar
February 18 All college meeting
February 25 IC Meeting
February 27 Faculty Retreat
April 25 NSCC Passport event, scholarship benefit dinner