IC Meeting  
March 11, 2009  
9:00  
Board Room  

Minutes Summary  

Present: Jack Bautsch, Tom Braziunas, Lori Casile, Kim Chapman, Patricia Cheadle,  
Chris Chinn, Bob Fineman, Ron LaFayette, Pete Lortz, Steve Miller, Marci Myer, Mary  
Ellen O'Keeffe, Sharon Simes, Jan Stephenson, Edith Wollin  

Approval of IC minutes  
The IC minutes for February 25, 2009 were approved. The minutes will be posted in the  
Public Folders under Office of Instruction and on the Office of Instruction website.  

President  
Ron LaFayette joined IC for a few minutes and said that the state economic forecast will  
come out on March 19. He encouraged IC to attend the district wide management  
meeting at South Seattle Community College on March 23. IC can give Mary Ellen  
O'Keeffe or himself any ideas on budget reduction.  

Budget reduction follow up  
The Executive Team met yesterday (March 10) to begin working on compiling a proposal  
for budget reduction for NSCC.  

Enrollment  
The exact number is not known, but students are registering earlier for spring quarter  
2009 than last spring quarter. Mary Ellen O'Keeffe reminded the deans to contact her  
first before adding additional courses in the schedule for spring quarter.  

Assessment  
There was discussion on KPI 1.1 Outcomes Assessment Documentation. The  
benchmark for KPI 1.1 is  

By June 30, 2011 compile an assessment “notebook” (paper and/or electronic)  
documenting at least one cycle of classroom-, program- or institutional-level  
assessment by each full-time, priority-hire, and part-time faculty member.  

Concerns regarding the benchmark were discussed. The instructional "programs" will be  
updated for 2008-09. There was discussion that the timeline was too short for the deans  
to be able to meet with the entire faculty from the different instructional programs in their  
division. A suggestion was made to make it a wider timeline from spring quarter 2009 to  
fall 2009.  

Jack Bautsch said that he will revise the Faculty Assessment Loop Form, but faculty can  
continue to use the form at this time.  

Diversity  
The Circle of Trust workshop is a 3 session series, which is a professional development  
series facilitated by Washington Courage and Renewal Trainers Anita Morales and  
Jeanne Strong. The first session is April 11, Saturday, at Bastyr University. The other 2
sessions are April 28 and May 6. 15 people so far have signed up for the workshop. It is critical that participants attend the first session.

There was discussion about the DAC committee. There were suggestions to make it a standing committee and for the committee to be formalized. Mary Ellen O’Keeffe will ask that DAC be on the agenda for the Exec Team.

Adjournment
The meeting adjourned at 11:30 am.

Calendar
March 23 District-wide management meeting SSCC
March 25 IC Meeting
March 25 Last day of winter quarter
April 6 First day of spring quarter
April 8 IC meeting
April 15 Deans’ meeting
April 22 IC meeting
April 25 NSCC Passport event, scholarship benefit dinner