IC Meeting
September 24, 2008
09:00 a.m.
Board Room

Minutes Summary

Present: Betsy Abts, Jack Bautsch, Tom Braziunas, Lori Casile, Kim Chapman, Patricia Cheadle, Chris Chinn, Farideh Faraz, Bob Fineman, Tom Griffith, Pete Lortz, Alice Melling, Steve Miller, Marci Myer, Mary Ellen O'Keeffe, Jose Perdomo, Sharon Simes, Edith Wollin

Approval of IC minutes
The IC minutes for August 6, 2008 and September 10, 2008 were approved. The minutes will be posted in the Public Folders under Office of Instruction and on the Office of Instruction website.

Welcome
Lori Casile is the newly hired Director for IT. Everyone introduced themselves to Lori and welcomed her to our campus.

e-Learning
There was discussion to have a one-two credit class at NSCC that students can take to assist them to being a successful online student. Tom Braziunas said that such a course has been offered at Pierce College and is very successful. Pierce’s course is CIS 103, Learning Online. Tom will draft a plan to discuss at the next IC meeting on 10/8.

Tom Braziunas said that he would bring for discussion to IC other issues pertaining to distance learning in future IC meetings. Other topics include Angel and courseware system, SCCTv and using digital video for our faculty.

Peer observer process
The division deans are using the process outlined in the Agreement for peer observers when the peer observers are selected.

Per the agreement, 6.7.e. Peer observers will be selected by the faculty in the division during Spring Quarter, for the following year.

Mary Ellen O'Keeffe will put on the agenda Peer Observer for the next Agreement Management meeting at the district office. Topics for discussion will include unfilled peer observer positions, number of observations to be done, and when to pay the peer observers.

Item numbers
There was discussion to consolidate item numbers that the divisions are assigned to use. Item numbers will be future IC agenda item.

Earthquake drill
Governor Gregoire has proclaimed September 24, Earthquake Awareness Day. This means that North, along with other state agencies, will be conducting a DROP, COVER and HOLD earthquake drill. The drill will take place on **Wednesday, September 24, at 10:15 a.m.** The drill will consist of security and our emergency wardens activating bullhorn sirens to begin the drill. When the siren is heard, participants are asked to drop to the floor, cover their head (or get under their desk/table) and hold the position until the siren goes off. The drill is expected to last about 30 seconds. IC participated in the drill at 10:15 am.

There will be an evacuation drill on October 6, 2008 at 10:45 a.m. and 6:45 p.m.

**Enrollment**

We are at 92.28% of our FTE goal or 1168 FTEs for fall quarter. Our contract (Running Start and International Students) FTEs equal 205. The deans will inform their faculty about letting students into their classes if possible at this time. There is an ad in the University of Washington Daily telling students that if they cannot get a class at the UW to come to North. UW begins school today, 9/24.

**Prior experiential learning**

Betsy Abts and Jose Perdomo discussed the Prior Experiential Learning Portfolio Program with IC, which is one of nine ways to earn college credits. Students may be able to receive college credit for knowledge they have gained outside the classroom. Credit for Prior Experiential Learning will only be considered for professional/technical programs and will not be considered for the following degrees: A.B., A.A., A.S. & A.S. options 1 & 2. The application fee for the PELP program is $39.06/course. If credit is awarded, it is placed as a note at the bottom of the student’s NSCC transcript. Students can work with their faculty coordinator about the PELP program. Their portfolios are evaluated by NSCC faculty who teach in the areas related to their prior experience.

**Diversity**

Chris Chinn will check when the next DAC meeting will be.

The fall quarter play will be *Twilight: Los Angeles 1992*, which is about the Los Angeles riots in 1992 after the Rodney King verdict. Auditions for the play will be on September 26.

**Sharing time**

**Partnership with City of Seattle**

Patricia Cheadle said that our school has a partnership with the City of Seattle. Twenty-six City of Seattle employees will be taking a business math course this quarter.

**President’s day questionnaire**

Approximately 150 faculty, staff and exempt employees completed the questionnaire “Which three of the following skills outcomes are most needed by our students?” The responses will be compiled, and the results reported by the General Education Task Force.

**Future IC agenda items**

Future agenda items for IC include Learning Online course, eLearning topics, peer observers, class caps (for IC and CAS agendas), and tutoring.
Adjournment
The meeting adjourned at 11:40 am.

Calendar
Sept 17 Convocation
Sept 17 Faculty meeting
Sept 18 President's Day
Sept 22 First day of fall quarter
Sept 24 IC meeting
October 1 Deans' meeting
October 8 IC meeting
October 10 Collaboration Day
October 22 IC meeting