

Office of Instruction

Wednesday, January 3, 2018
9:00 a.m.

Laura Lee Room, Lincoln Hall

Present: Dave Kietzmann, Cindy Peck, Stephanie Yates, Carol Nichols, Stacy Ehmen, Brian Hensgen, Carla Boyd, Karla Coon, Stephane Potts, Tracy Wahlfeldt, Lara Conklin, Nick Chatterton, Maggie Hoover, Mark Barnes, Bob Mattson, Dr. Penny McConnell, Bruce Rape and Rebecca Doss

Introduction of new Members and Guests: N/R

Dave welcomed everyone and thanked them for braving the cold weather. He handed out the Business After Hours information for January and encouraged all to attend.

Bruce Rape is prepared for the new semester.

Dr. Penny McConnell gladly announced that the Library Assistant position has been filled. She is preparing for the beginning of the semester and continues to monitor the waitlist.

Bob Mattson requested information for the program review due this summer. He has noticed a slight decrease in enrollment for the Spring semester.

Mark Barnes gave an update on the colleague system and mentioned they were working on a solution to the issues.

Maggie Hoover announced that Blackboard will be unavailable from Saturday, January 6 at 4:30 p.m. until Sunday, January 7 at 4:30 a.m. due to a system upgrade.

Nick Chatterton reported VVEDs has been busy with scheduling and preparing for the Spring semester.

Lara Conklin announced the "Choose DACC" poster campaign that will start in January. She mentioned Chris Cornell is currently working on the college catalog updates.

Tracy Wahlfeldt announced that the Foundation Scholarship application is now online. She will be visiting the area high schools to provide scholarship workshops.

Stephane Potts is currently updating agreements. She is also working on HLC documentation.

Karla Coon reported 7 people attended the Nurse Aid testing yesterday.

Carla Boyd announced the Data, Desserts and Decisions will be held on February 7, 8, and 13. She is excited to report that one student with the Getting Ahead program has accepted a job as a receptionist and hopes more job placements follow. Carla will be planning half-time entertainment for the NJCAA and requested entertainment referrals.

Brian Hensgen invited everyone to the Business After Hours hosted by the American Job Center on January 17, 2018.

Stacy Ehmen is currently working on the underrepresented groups report.

Carol Nichols shared the nomination forms for the 2018 Small Business Awards and asked for nominations. The winners will be recognized on May 3, 2018 during Small Business Week.

Stephanie Yates provided an update on multiple upcoming trainings. She announced the morning Leadership Series class is full.

Cindy Peck announced High School Articulation meeting will be on February 27, 2018. She reported the ½ price bus stickers are not valid until the first day of class.

The meeting adjourned 10:00 a.m.