

Office of Instruction

Wednesday, January 17, 2018
9:00 a.m.

Laura Lee Room, Lincoln Hall

Present: Dave Kietzmann, Mark Barnes, Carla Boyd, Stacy Ehmen, Brian Hensgen, Laura Hensgen, Phillip Langley, Bob Mattson, Dr. Penny McConnell, Ana Nasser, Carol Nichols, Cindy Peck, Stephane Potts, Bruce Rape, Kathy Sturgeon, Laura Williams, and Rebecca Doss

Introduction of new Members and Guests: N/R

Dave welcomed everyone and shared the revised Final Exam schedule. He mentioned the changes made to the Final Exam schedule for the Spring semester. Dave also distributed the Indiana 7-County High School Special Tuition list. A discussion ensued regarding the various Indiana high schools and the recruiting possibilities.

Kathy Sturgeon requested assistance with some instructional media equipment in a few classrooms at Mary Miller.

Carol Nichols reported the SBDC will translate some workshops into Spanish and she plans to pilot the workshops at Hoopeston in the near future.

Cindy Peck asked for input regarding transcript grades for separate labs. A discussion ensued and it was decided that instructors will need to enter an additional grade for the separate labs.

Maggie Hoover provided an update regarding the HLC surveys.

Stephane Potts is preparing for College Transfer Day. She reported several emergency fund requests have been received this semester.

Laura Hensgen reported that the first Lunch and Learn of the semester had 22 in attendance. She announced that Amy Musk will be teaching a Country Line Dancing class on Tuesdays in February and March.

Brian Hensgen invited everyone to the Business After Hours tonight for the grand opening of the American Job Center with a ribbon cutting ceremony. The American Job Center is also preparing for the DCEO testing event.

Laura Williams announced the HSE/GED graduation ceremony will be on May 12, 2018 at the Bremer Theatre. She reported that Hoopeston High School is starting to utilize the DACC Credit Recovery Program under Karla Coon's supervision. She also mentioned that CNA classes will begin at Pleasant Meadows this week.

Ana Nasser reported the Child Development Center classes are full with 66 students. She is currently working on paperwork for licenses that need renewed.

Carla Boyd reported that Career Services has been busy assisting students. She is currently working with the Diversity team and the SBDC with the Black History month activities. She announced the Black Business Expo and Discussion event is planned for February 7, 2018 at Bremer Theatre. Also, on February 12, the movie "Hidden Figures" will be shown.

Bob Mattson anticipates enrollment for Spring semester will be down slightly.

Mark Barnes provided an update regarding Computer Labs 219 and 220. He reported that Google Drive will be changing in March from syncing to a link and to contact Naomi if you need your computer updated. He reported on a few password related issues with the newly activated Scholarship system. Mark extended an invitation to attend the CQI Technology Team meeting.

Phillip Langley reported the new Intro to Television Production class is full with 19 students and there are 12 students enrolled in the drama program. He noted only 1 student in the drama program has ever been on stage, but they are all excited.

Dr. Penny McConnell reported that work has started on cleaning out the AV storage room to convert it back into a classroom.

Bruce Rape reported a smooth start to the semester.

The meeting adjourned 10:00 a.m.