

Office of Instruction  
Wednesday, June 20, 2018  
9:00 a.m.  
Laura Lee Room, Lincoln Hall

Present: Dave Kietzmann, Lara Conklin, Stacy Ehmen, Cristin Prince, Carla Boyd, Karla Coon, Laura Williams, Bob Mattson, Pete Powell, Mark Barnes, Bruce Rape, Dr. Penny McConnell, Carol Nichols and Rebecca Doss

Introduction of new Members and Guests: N/R

Dave welcomed everyone and thanked them for attending. He complimented the faculty for their work with the DACC Land Lab and for partnering with the ROE on the Grow to Learn workshop. The DACC Land Lab will be hosting a Farm to Fork fundraiser on August 25. Dave noted that the seating limit for online classes was raised to 23 to help lower the waitlist numbers.

Bruce Rape is currently working on finishing evaluations, program reviews and a few other projects. He announced that a recycling event offered through Bryant's is at tentatively scheduled for October 27. He thanked everyone for their support and for attending the tree planting.

Mark Barnes is currently working on budgets and changing some documentation for the password system. He announced that some changes will be made to the Jaguar Spot in the near future.

Pete Powell reported that the Drivers Ed program is going well with enrollment numbers increasing. He stated that the CDL enrollment numbers have been low. He stated that DACC has partnered with Schneider for sponsored training to help increase CDL enrollment numbers.

Bob Mattson reported that several state reports are completed but he still has several more that he is working on.

Laura Williams reported that the Danville Area Community College was awarded Adult Volunteer Literacy Grant through the Secretary of State. She stated that Adult Ed has been busy with enrollment and that another summer session will begin on June 25.

Karla Coon reported that Hoopeston College for Kids starts next week.

Carla Boyd reported that the All-in-One Day in Hoopeston is this Friday, June 22. She reported that the Resume and Interview presentation for the imaging class went really well and that the same presentation will be offered to the Rhetoric II class soon.

Dr. Nacco reported that the Business and Technology tutoring center will be located in room TC 104B and that the tutoring center will be utilized by DACC students who are enrolled in online business classes with Franklin University. Dr. Nacco stated that the challenge for DACC is to track and assist students through the completion of their Bachelor's Degree at Franklin University.

Cristin Prince is currently working on Project Pathways mailings.

Stacy Ehmen shared the section and building codes list and explained the use for these codes. She provided an update on the Threat Assessment Teams communications procedures with frontline staff and administrators.

Lara Conklin reported that on a few new market strategies utilizing social media. She thanked Mark Barnes, IT department, and Campus Services for their assistance with the relocation of the Marketing offices.

Carol Nichols reported that attendance was good at the workshops held last week. She noted that the results of the survey show that Safety and Security is the number 1 topic of concern. Business After Hours will be on June 27 at Kresge Park from 5:00 – 8:00 p.m. and the next Business After Hours will be at Remax Ultimate on July 18.

The meeting adjourned 9:50 a.m.

Minutes recorded by Rebecca Doss