

Office of Instruction
Wednesday, July 25, 2018
9:00 a.m.
Laura Lee Room, Lincoln Hall

Present: Dave Kietzmann, Lara Conklin, Cristin Prince, Stephane Potts, Stacy Ehmen, Bob Mattson, Timothy Morgan, Dr. Penny McConnell, Kathy Sturgeon, Stephanie Yates, Terri Cummings, Maggie Hoover, Laura Williams, Karla Coon and Rebecca Doss

Introduction of new Members and Guests: N/R

Dave welcomed everyone and shared the Final August In-service Agenda and reviewed it with the team.

Kathy Sturgeon announced that Developmental Math is moving to the Math and Science department.

Penny McConnell announced that Developmental English is moving to the Liberal Arts department and the addition of Pep Band and Choir. Dave Kietzmann stated that he is excited about addition of the Pep Band and Choir.

Bob Mattson reported on a new policy that HLC adopted and on INST-001 for high school sections that start in fall but run through spring. He is currently working on program review and the educational technology survey.

Laura Williams reported that the DACC Radio show is full for fall and that the Adult Education department is seeking instructors for ESL and HSE. She stated that effective January 1, 2019, all SNAP participants through the Illinois Department of Human Services who are able-bodied adults without dependents (ABAWDs) must be seeking employment or enrolled in classes to be eligible. Approximately 1600 people will be affected by this policy change.

Stacy Ehmen reported that Lincoln Hallway room 115 is the Community Services office to offer private counseling and meetings and it will be scheduled through EMS. A question was raised regarding security moving to Lincoln Hallway to be more visible and a discussion ensued. Stacy is meeting with Olivet College regarding offering online pathway.

Karla Coon reported that enrollment for the Hoopston College for Kids program is low at this time and that the Hoopston All-In-One Day is scheduled for August 3, 2018. She noted an increase in CNA enrollment and believes it is due to students applying through the WIOA program.

Stephanie Yates reported that the first Industrial Careers Pathway session for mechanical skills is completed and that she plans to meet with the instructors to review how it went. She is very excited about the success of the program and stated that the reviews for the ICP program from companies have been excellent. She also reported that the Lean Certificate series starts on Monday, July 30, 2018

Stephanie Potts reported that a new advisor was hired. She is working with the representative for the State University Transfer day and was asked to hold a College Fair on campus during the spring semester. A request was made by Universities in the State of Illinois to not include out of state universities at the spring College Fair. A discussion ensued regarding the State University Transfer Day.

Cristin Prince reported that a Recruitment team has been formed and will be meeting on a monthly basis starting on August 6, 2018.

Maggie Hoover reported that the new website is ready and should go live soon.

Terri Cummings reported that she will speak with Jill Cranmore regarding hiring instructors for Horticulture, Automotive, and Construction at the Department of Corrections. She is coordinating with the Maintenance department this morning on the new tutoring lab. She is scheduled to meet with Pete Powell regarding the CDL program this afternoon.

The meeting adjourned 10:03 a.m.

Minutes recorded by Rebecca Doss