

Office of Instruction
Wednesday, November 14, 2018
9:00 a.m.
Laura Lee Room, Lincoln Hall

Present: Dave Kietzmann, Kathy Sturgeon, Maggie Hoover, Bob Mattson, Terri Cummings, Janet Ingargiola, Timothy Morgan, Carla Boyd, David Harris, Lara Conklin, Mark Barnes, Nick Chatterton, Laura Williams, Dr. Penny McConnell, Stephane Potts, Ana Nasser and Rebecca Doss

Introduction of new Members and Guests:

Dave Kietzmann welcomed and thanked everyone for attending.

Timothy Morgan shared the Section & Building Codes listing and explained how the section codes are created. A discussion ensued regarding the creation of future codes.

Nick Chatterton explained the VVEDS College Express winter weather cancelation plans.

Mark Barnes reported on the Google Mail updates.

Lara Conklin reported that the trigger piece and the Corporate and Community Education tabloid will go to print soon. A discussion ensued regarding renaming the “trigger” piece so it is self-explanatory. Lara Conklin also reported that the Marketing Department is starting the digital enrollment promotions.

David Harris reported that all new staff hired for the Department of Corrections is cleared and will start either November 19, 2018 or December 3, 2018.

Carla Boyd reported that Nick Catlett will provide a presentation for Adult Education students today and that he participated at the VA Job Fair last week. She stated that she will give a presentation on Poverty at the Community Action Agency. She also reported on the Access Equity and Diversity meeting that was held yesterday.

Ana Nasser provided an update on the EceleRate visit. She noted that the Parent/Teacher Conference is canceled due to a lack of student workers. A discussion ensued regarding increasing the number of student workers. Ana Nasser stated that many of the parents who participated in the Halloween Trick or Treat with their children have approached her with excellent comments about the campus.

Stephane Potts shared the IBHE Data Points Transfer Success in Illinois and provided explanations. Dave Kietzmann stated that DACC needs to become a “receiving” institution for transfers. Stephane Potts discussed Transitional Math and stated that she would send an email to the Deans with more detailed information.

Terri Cummings reported that the Agriculture Advisory meeting went very well and that AG Day is scheduled for April 11, 2019. She noted that there will not be a petting zoo during AG day this year.

Maggie Hoover is currently working on updates to syllabi and Blackboard.

Kathy Sturgeon completed the syllabi review and catalog edits. She reported that dual enrollment math will be offered at Milford schools and that Professor York will be the mentor for that program. She announced that Health Professions and Engineering Day is scheduled for February 22, 2019. She also announced the first Transitional Math Summit is scheduled for November 29, 2018. She started a discussion regarding the content hour line on the syllabi. During the discussion, it was decided that Stephane Potts would reach out to her IAI contact for more information regarding the content hour line.

The meeting adjourned 9:36 a.m.

Minutes recorded by Rebecca Doss