

Office of Instruction
Wednesday, April 10, 2019
9:00 a.m.
Laura Lee Room, Lincoln Hall

Present: Dave Kietzmann, Kathy Sturgeon, Tonya Hill, Maggie Hoover, Timothy Morgan, Stacy Ehmen, Stephane Potts, Carla Boyd, Janet Ingargiola, Karla Coon, Stephanie Yates, Nick Chatterton, Mark Barnes, Bob Mattson, Dr. Penny McConnell, David Harris, Lara Conklin and Rebecca Doss

Introduction of new Members and Guests: N/A

Dave Kietzmann welcomed and thanked everyone for attending. He started a discussion regarding using e-learning to make-up the snow day and the importance of all faculty using Blackboard. Dr. Penny McConnell stated that the make-up day should only affect classes held on the Wednesday that DACC closed due to weather. It was decided that Thursday, May 9, 2019 would be used for an e-learning day, Friday, May 10, 2019 would be a study day, and finals would start on May 13, 2019 as planned.

Carol Nichols reported that the SBDC Small Business Award banquet is scheduled for May 9, 2019 at the Danville Country Club and that there is a new tenant at Lift-Off Downtown.

Dr. Penny McConnell is working on recruiting new instructors and program review. She announced that the Indiana State Pep Band will be performing at the Bremer Center tomorrow, April 11, 2019.

Bob Mattson provided updates regarding the HLC Conference and ALEKS testing program. A discussion ensued regarding ALEKS testing.

Mark Barnes reported that 19 computers are ready to be moved to the Department of Corrections and that the sound system in the gymnasium is fixed. He is working on cleaning up the audio video room in Clock Tower and preparations for streaming graduation.

Nick Chatterton shared the fall enrollment numbers for College Express and noted that they are down at this time. A discussion ensued regarding College Express lower enrollment numbers and DUAL Credit higher enrollment numbers.

Lara Conklin provided a review of Facebook Live and stated that the Career Fair will be promoted on Facebook Live next week. A discussion ensued regarding which programs to promote first on Facebook Live.

Stephanie Yates provided an update on the Corporate Trainings offered this week. She is working on the Departmental Assessment and contracts to provide training for Envirox and thyssenKrupp. She reported that the Industrial Careers Pathway Grant will end on June 30, 2019.

David Harris reported that approximately 220 on the wait list to take classes at the Department of Corrections.

Janet Ingargiola is working on return of funds and provided a brief overview of the process. She stated that the Financial Aid Department plans to contact and assist students with some solutions to finish their degrees. She discussed book voucher usage and stated the need to be more flexible with those who are working through the financial aid process. Janet Ingargiola reported that a new financial literacy module is in the works.

Carla Boyd reported that a decision was made regarding a Mobile App and the team is waiting for the contract. The hope is to have the Mobile App running by fall semester with a pilot during the summer semester. She stated that the Career Fair has 55 employers registered to attend at this time.

Stephanie Potts reported that Walk-in Wednesdays are year round. She is preparing for DACC Discover Days, Career Fair and State Transfer Day.

Stacy Ehmen provided an update regarding the Bonus Course options and stated that the Bonus Courses are having a positive effect. She thanked Carla Boyd for her assistance with the Mobile App.

Timothy Morgan will send out a reminder to high school counselors regarding the Dual Credit courses. He is working on Degree Audits.

Maggie Hoover reported that she is contacting a few instructors regarding the Blackboard shells.

Tonya Hill reported that scholarship reading is ongoing this week and should be completed by Monday, April 15, 2019. She stated that the Foundation Newsletters will go out this week. She is working on the capital campaign.

Kathy Sturgeon reported that a Fitness Center meeting is scheduled for April 22, 2019 at 9:00 am. She provided an update regarding a construction project for the health professions area. She has asked Ronnie Johnson for student artwork to display in the Mary Miller building. She is working on the credential review for MATH 115 and the Fitness Center Dual Credit at Danville High School.

The meeting adjourned 9:55 a.m.

Minutes recorded by Rebecca Doss