

Office of Instruction  
Wednesday, April 17, 2019  
9:00 a.m.  
Laura Lee Room, Lincoln Hall

Present: Dave Kietzmann, Kathy Sturgeon, Stacy Ehmen, Timothy Morgan, Bob Mattson, Terri Cummings, Maggie Hoover, Stephane Potts, Janet Ingargiola, Karla Coon, Mark Barnes and Rebecca Doss

Introduction of new Members and Guests: N/A

Dave Kietzmann welcomed and thanked everyone for attending. He started a discussion regarding offering onsite classes at Georgetown and/or Westville.

Terri Cummings reported that AG Day and the Plant Sale are tomorrow, April 18, 2019. She shared information regarding two new course proposals, Intro to Python and Advanced Python, and requested the approval to move forward. A discussion ensued and Stacy Ehmen made a motion to approve the request to move forward on the two new courses. Kathy Sturgeon seconded the motion and the motion was unanimously approved.

Dr. Penny McConnell provided an update regarding Professor Miller and his classes.

Bob Mattson reported that enrollment is down at this time.

Mark Barnes reported that a network monitor will be on campus Thursday, April 18, 2019 and that some pieces of equipment may need to be replaced. He is testing new equipment for Wi-Fi.

Stephane Potts reported that the Career Fair is today, Advisors are accepting Walk-ins throughout the week as long as an appointment time is available. She mentioned a new law regarding reverse transfers that should be implemented by 2020 and will share more information in the future.

Timothy Morgan reported that DACC Discover Days started this week and that the Advisors are attending some of the high schools per request.

Stacy Ehmen provided an update regarding the Mobile App that will be coming soon.

Maggie Hoover reported that the Institutional Planning Committee will meet today.

Kathy Sturgeon reported that new course proposals for the ECHO program and the HITT program are in the works. She noted that a new course for ECHO will assist with plans for the Peoria satellite site. She announced that the Administrative Assistant position in the Math and Science Department is open.

The meeting adjourned 9:40 a.m.

Minutes recorded by Rebecca Doss