

Meeting Minutes
INSTRUCTIONAL COUNCIL
Tuesday, November 17, 2009
3:30pm – Student Center Conference Room A

Present: Laura Brener (Chair), Steve Byman, Mike Dugaw, Brendan Glaser, Wendy Hall, Kyle Hammon, Jon Kerr, Helen Kuebel, Jeff Lucas, Joyce Niemi (recorder), Tamara Norton, Carmen Robinson, Mary Stone, Michael Strayer, Maggie Stuart, Deborah Wöhrmann, Adam Wolfer

Absent: Tim Allwine, ASLCC Representative

Laura called the meeting to order at 3:34p.m.

Minutes:

It was moved and seconded to approve the minutes of the October 2009 meeting as written. The minutes were approved by a unanimous vote.

Old Business:

❖ **Instructional Council Membership Review:**

- Laura read some background information on the make- up of Instructional Council membership. The information dates back to 1989. She told the group that she feels that not all areas are well represented. Laura feels that Transitional Studies should have a representative even though they are not an official department.
- The topic of voting privileges was also discussed. Historically, there have been several members of the Council who were known as “resources” and did not have voting rights. There is some feeling that at least some of these representatives should be voting members of the Council.
- After some discussion, it was decided that the Department Chairs take this information back to their department members for input. The topic will be discussed again at the next meeting.

New Business:

❖ **Interpersonal Skills Rubric**

- Adam and Wendy briefly explained the new rubric for Interpersonal Skills. They also shared the proposal for the new outcomes.
- Laura will give final input after hearing input from Instructional Council. Final approval for the new rubric is given by the Gen Ed Committee.
- Laura said it is important that representatives on the Gen. Ed. Committee get input from their departments on changes in rubrics, etc.
- Laura gave Wendy & Adam the ok to use the Outcomes.

Announcements:

❖ **Student Completion Initiative**

- The Student Completion Initiative was discussed.
 - Laura said that LCC will revise pre-college math as part of the initiative.
 - There may be some grant money available to help with the Math reform.
 - The changes will begin Fall 2010.

❖ **Advising**

- Adam asked for an advising update.
- Laura said that a meeting had been held Monday, November 16 to take the pulse. Some comments from the meeting:
 - There is currently no good method for a student to change advisors.
 - A simple method will be developed for changing advisors.
 - There are so many students this quarter that many faculty have over 30 advisees.

The meeting adjourned at 4:10 p.m.