

Meeting Minutes
INSTRUCTIONAL COUNCIL
Tuesday, January 19, 2010
3:30pm – Student Center Conference Room A

Present: Tim Allwine, Laura Brener (Chair), Steve Byman, Renee Carney, 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: ASLCC Representative

Laura called the meeting to order at 3:32p.m.

Minutes:

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

Laura introduced and welcomed Renee Carney to the Council.

Old Business:

❖ **Instructional Council Membership Review:**

- The department chairs gave input from their department members on the membership make-up of Instructional Council.
- After a short discussion the following decisions were made:
 - A faculty representative from Transitional Studies should be added as a member of Instructional Council.
 - Those people attending Instructional Council as a “Resource” will remain non-voting members of the Council. Their input at meetings is highly encouraged as all agree that they have much to contribute.

New Business:

❖ **LCC Today**

- There was discussion on the length of time that it takes LCC Today to load on some computers, especially those in the classroom.
- There is concern that this takes away from teaching time.
 - Would like consideration given to taking LCC Today off of classroom computers.
 - Would also like consideration given to having LCC Today on office computers optional.
- Laura gave a brief history behind the LCC Today concept.
- Laura will relay these concerns to President’s Cabinet and report back to Instructional Council.
- This led to a discussion on the maintenance of computers in the classroom.
 - Laura said that she would see that the protocol for computer maintenance is clarified and understood by all.
- The suggestion was made to add a member of the IT department to Instructional Council as a “resource”.
 - Laura will look into the possibility.

❖ **Instruction Update**

- Laura gave a brief outline of the Early Retirement Notification Incentive.

- She explained that the faculty who have submitted notification that they plan to retire at the end of this academic year would not be replaced with a tenured faculty position at this time.
 - Laura said that this is necessary because of anticipated budget cuts due to the state economy. Laura reassured the Council members that it is not the intention to decrease the ranks of tenured faculty for the long term.
 - Laura thanked the faculty for the great job they are doing, especially considering the increased enrollment in their classes.
 - There was discussion on possible future scenarios. Laura explained that it is impossible to know or plan for anything until we have more information.
 - The State Legislature is now in session and hopefully will come out with a state budget fairly soon.
 - Once the budget is known, the college will begin move forward with budget planning.
 - Laura encouraged faculty to attend the Faculty Appreciation Breakfast that will take place on February 16, which is faculty in-service day.
- ❖ **Capstone Taskforce Update**
- Jon gave a brief update on the work accomplished by the Capstone Taskforce. He said they should complete their work and be ready to make recommendations to the Council at the February meeting.

Announcements:

- Deborah gave information on the upcoming Northwest Voices event.
- Deborah also reminded everyone that the *Salal Review* is looking for artwork to be included in their next edition due out this spring.
- Michael reminded everyone of the Community Conversations series.
- Helen told the group that the annual Hispanic Health Fair is scheduled for this weekend.
- Tim reported that the Business department will host the FBLA on February 5.
- Tim also reported that his department is discussing how they might change how they deliver at least some of their computer classes so that they are not as dependent on campus hardware. They are exploring the use of publisher sites.
- Adam Wolfer reported that the Science Olympiad is scheduled for Saturday, March 13. Anyone interested in volunteering should contact himself or David Rosi.
- Steve Byman announced that his department will host the Annual High School Welding Competition on February 11.

The meeting adjourned at 4:35 p.m.