

INSTRUCTIONAL COUNCIL MINUTES

June 5, 2012

Heritage Room – 3:30pm

Present: Tim Allwine, Mark Bergeson, Laura Brener, Renee Carney, Dawn Draus, Brendan Glaser, Kyle Hammon, Joan Herman, Susan James, Karen Joiner, Lisa Matye Edwards, Claudia Moreno, Jeremy Schoenberg (ASLCC), Courtney Shah, Maggie Stuart, Adam Wolfer, Joyce Niemi (recorder)

Absent: Kristy Enser, Wendy Hall, Larry Woodruff

1. Consent Items

- Minutes of the May 2012 meeting were adopted as written.

2. Meeting Topics

➤ Diversity Requirement & Courses

- A discussion was held on the breakdown of the process used to review courses to ensure they meet the new Diversity criteria established several years ago. The breakdown in the process has resulted in many of our courses not meeting the new criteria. A workable process is needed as soon as possible so that enough Diversity classes can continue to be offered to meet the needs of our students. After much discussion, the following motion was made by Joan Herman and seconded by Courtney Shah:
 - The process to review Diversity courses to ensure they meet the current Diversity requirements will be sent back to the Curriculum Committee. As part of the process, the Curriculum Committee will identify and work with the specific faculty who currently have Diversity courses that do not meet the new criteria so that they are given an opportunity to review and revise their courses to meet the new criteria.
 - The following friendly amendment was made to the motion:
 - The Curriculum Committee will ask faculty to respond either by submitting a revised course plan that meets the

new criteria or by explaining their reasons for not revising their course to meet the new requirements.

- The motion and amendment were unanimously approved.
- Laura and Lisa both reminded the Council that it is vital to offer enough Diversity classes to meet the graduation requirements of our students.
- Because of schedule and catalog deadlines, the review of Diversity courses needs to be accomplished by the end of fall quarter.
- Lisa also reminded the Council the importance having an adequate number of Diversity courses can play in enrollment management.
- A suggestion was made that the Curriculum Committee hold separate meetings to discuss Diversity issues.

3. Roundtable Discussion/Announcements

- Laura distributed the state expanded Reciprocity Agreement and reviewed it with the Council.
- Lisa announced that three part-time technicians in IT will be moved to full-time for a two year period using student tech fees. Lisa also said that the Tech Fee Committee plans to put a process in place for faculty and staff to make requests.
- Lisa told the Council that over 300 students plan to participate in commencement. Space is becoming an issue.
- Lisa also reported that the plan is to have Advisor Data Portal (ADP) in place for fall along with good documentation on its use. She also commented on the ADC remodel and how it has helped make better use of space.
- Joan announced the formation of a campus wide reading group. Joan said to watch your email for further information.
- Renee reported that Sarah Griffith has been hired to work in the eLearning office when Kathy Blood retires at the end of June. Renee said that there is a draft plan in place for the migration to Canvas. She would welcome any and all input. My Math Lab will be administered through the eLearning starting with summer quarter.
- Laura announced that Natalie Richie has been hired to replace Joyce when she retires at the end of June.

The meeting adjourned at 4:20pm.

Minutes Approved: October 2, 2012