



Instructional Council Minutes

April 9, 2013 – 3:00 pm

Heritage Room

Member Attendance: Don Correll, Dawn Draus, Brendan Glaser, Joan Herman, Karen Joiner, Nadine Lemmons (Dept. Rep), Tamara Norton, Courtney Shah, Michal Ann Watts, Adam Wolfer (Dept. Rep), Larry Woodriff, Grant J. Wylie (ASLCC) Natalie Richie (recorder)

CONSENT ITEMS:

The minutes of March 6, 2013 meeting were approved as written.

Agenda Items

- Instructional Council Membership – Discussion continued from the last meeting on the membership of Instructional Council and the roles of members. Issues regarding the pros and cons of limiting membership to voting members only were considered. Concerns regarding the need to collaborate with Student Services and E-Learning were covered, along with concerns that Instructional Council stay focused on issues related to the effective delivery of instruction and student success. General consensus seemed to be that Instructional Council should be more of a working council as opposed to just information sharing from various areas. Ideas regarding ways to share information and enhance communication among areas without losing focus on Council tasks were discussed. Other ideas about ways to increase the transparency of planning and not getting bogged down in long decision-making processes were explored. Key ideas included: having written status reports for routine items and communication; possibly having an Instructional Council representative on the Student Services Council; potentially having one meeting a quarter jointly with Student Services and Instructional Council.

After much discussion and consideration, the following motions were addressed:

- A motion was made reaffirming that Instructional Council voting members will continue to be Department Chairs, Deans, the Vice President of Instruction, and an ASLCC representative.
 - Approved by unanimous vote.
- A motion to invite the current 2012-13 list of Instructional Council attendees (voting & non-voting) as previously defined to the next council meeting to participate in discussions on ways to streamline the committee and define the roles of potential non-voting members.
 - Approved by unanimous vote.
- Instructional Council Mission & Bylaws: Discussion continued from the last meeting on refining the mission of Instructional Council. Don Correll distributed a modified version of the draft of mission and bylaws distributed by Laura Brener at the last meeting. All members shared their perspective on the role of instructional council and a potential simplified mission statement was suggested. The statement is as follows:

Instructional Council's mission is to review and inform policy on Instructional issues by providing meaningful input.

- Action item: The draft of Instructional Council mission and bylaws will be emailed to voting members. Members will provide input to Don Correll and an updated draft will be distributed at the May 7th meeting.

Status Report:

- 3-Year Advising Schedule with the Quarterly Schedule – Kristy Enser and Sue Groth are coordinating details and the schedule will be available online shortly.
- Domino Task Force update and procedures – All departments have submitted representatives – departments may only submit one representative. Those forwarding two names will pick one and forward it to Natalie. The task force will meet when Laura returns to put together a suggested facilities use plan for areas vacated when the new Health and Science building is occupied.

Meeting Adjourned: 5:12 pm

Next meeting scheduled for: May 7th at 3:00 pm in the Heritage Room

Upcoming Topics: Hiring procedures for adjuncts, 2013-2014 priorities, online sequential course texts, shared governance