

IDC MEETING MINUTES

September 12, 2023

MTC 313

1:30 p.m.

ATTENDEES: Lenora Cook, Leroy Cox, Anne Dotterweich, Jim Lane, Shelia Mauppin, Vince Miller, Brian Shawver, Gurbhushan Singh and Mary Wisgirda

Old Business

The meeting minutes from the August 8 meeting were posted on InfoHub.

Replacement of FT CSIT faculty position; approved online prior to the meeting.

Construction Update: Rachel Lierz, Tom Hall, and Jeff Hoyer

The principles that guide space planning on the campus and the cost of keeping a building operating including fixed costs was reviewed. Rachel outlined the sources of input for decision making. A sequence of campus moves was reviewed including timing, backfill plans, swing space utilization, renovation schematics, and temporary moves. Active Learning Classroom totals and outdoor classroom renderings were reviewed and a preliminary list of future projects for the facilities master plan was shared. Updates to the plan will be shared with IDC annually.

Meta Majors; Andrew Lutz & Natalie Alleman-Byers

Seven meta-majors or areas of interest have been drafted to assist students as they explore programs at JCCC. The committee was tasked with defining the meta-majors, creating an associated web page, identifying common courses in each meta-major and how the meta majors will function at JCCC. The committee is now requesting feedback from the academic branch and students to finalize the meta-majors and determine how they will interface with other JCCC systems and applications.

Refining the list/titles of meta-majors and or mirroring them with what verbiage high schools are using was discussed. Draft sample web pages were reviewed. The deans will send Natalie or Andrew their comments/suggestions.

HLC & College Now Credentialing Reminders

Shelia reviewed a few reminders related to College Now faculty credentialing. A summary is below:

- When a high school faculty member is enrolled in a master's degree in a specific discipline at an accredited institution, JCCC will accept the entire degree. On the HLC Compliance Plan, the graduate courses will be noted in

the sequence they will be taken. There is no need to parse out specific courses for approval.

- A high school faculty member, who does not currently have graduate credit, may be approved for an HLC Compliance Plan, provided there is sufficient time to complete the appropriate graduate coursework or master's degree. Given that graduate programs are offered in various formats and timeframes, this approval may be granted on a case-by-case basis. Please consult with the Early College Office before a final decision is made.
- When high school faculty are considering which graduate courses to enroll in to meet the 18 graduate hour requirement, graduate courses that are focused specifically on teaching at the high school level do not meet the graduate course requirement.
- When graduate course syllabi need to be collected and reviewed by Deans/College Now Liaisons, the Early College Office is available to assist with collecting documentation from colleges/universities and distributing to JCCC division personnel.

Stop Day

Stop Day limits and exceptions were discussed.

Action Item: Jim will add Stop Day to the next Calendar Committee Agenda.

Hiring of Out of State Faculty

HR is developing a policy for hiring out of state faculty.

Action Item: Gurb will work with HR as the policy is being developing.

Full-time temp – Hiring Process

The process for communicating the details of a FTT contract by HR to faculty needs to be improved. The calculation method for a FTT contract needs to be updated to reflect hours taught and the adjunct hourly rate.

Action Item: Gurb will coordinate with HR as they improve/update the process.

KCOG – Update on Reps

Faculty have been identified and registered for the October 6 KCOG meeting.

Classroom Capacities

Class size caps and room capacity were discussed.

Academic Master Plan

Gurb shared a draft of the Academic Master Plan.

Action Item: Anne will add the document to TEAMS. The deans will add comments and Vince will compile the comments for further discussion. The Plan will be added to the October IDC agenda.

The meeting was adjourned at 3:35 p.m.